

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.



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

May 6, 2014

5:15 P.M. Closed Session

A. ROLL CALL/POSTING OF AGENDA

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

B. PUBLIC COMMENTS ON CLOSED SESSION ITEMS

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

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

D. OPENING CEREMONIES – 6:00 P.M.

Pledge of allegiance to the flag of the United States.

E. CEREMONIAL CALENDAR

1. SUBJECT: Presentation of Proclamation Designating May 2014 as "Older Americans' Month"

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.

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

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

May 6, 2014

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G. TRANSMITTAL OF INFORMATION ONLY ITEMS

H. INFORMATION/CONSENT PUBLIC HEARINGS

Development Services Department

- SUBJECT:** Approval of Planning and Zoning Permit (PZ) No. 11-610-03 (Annexation) and PZ No. 11-560-02 (Prezoning) for 2991 Ventura Boulevard, and Uphold Planning Commission's Approval of PZ No. 11-540-02 (Planned Development Permit). Filed by Brock Dewey, Dewey Pest Control, c/o Harry Heady, 8495 Garden Street, Alta Loma, CA 91701. (001)
- RECOMMENDATION:** 1) Adopt a resolution of annexation application (PZ 11-610-03) to the Ventura County Local Agency Formation Commission (LAFCo) for reorganization of boundaries for 2991 Ventura Boulevard; 2) Approved the first reading by title only and subsequent adoption of an ordinance amending the City zone map (PZ No. 11-560-02) for prezoning of 2991 Ventura Boulevard to General Commercial Planned Development (C-2-PD); and 3) Adopt a resolution upholding the Planning Commission April 3, 2014 approval of PZ 11-540-02 (Planned Development Permit).
- Legislative Body: CC Contact: Chris Williamson Phone: 385-8156

I. PUBLIC HEARINGS – 6:15 P.M.

City Manager Department

1. SUBJECT: Levy of 2014-2015 Assessments in Mandalay Beach Maintenance District. (093)
RECOMMENDATION: 1) Hold a public hearing to receive public testimony regarding the proposed FY 2014-2015 assessments for the Mandalay Beach Maintenance District; and 2) Adopt a resolution fixing the special assessment tax in the Mandalay Beach Maintenance District for FY 2014-2015.
- | | | |
|----------------------|----------------------------|-----------------|
| Legislative Body: CC | Contact: Michael Henderson | Phone: 385-7950 |
|----------------------|----------------------------|-----------------|

Housing Department

2. SUBJECT: Public Hearing to Consider Oxnard's Fiscal Year 2014-2015 Annual Action Plan (AAP) including Applications to the U.S. Department of Housing and Urban Development (HUD). (103)
- RECOMMENDATION: 1) Conduct a Public Hearing to receive comments and provide direction to staff on changes to the Annual Action Plan (AAP), and approve the AAP with recommended use of funds; 2) Authorize the Interim City Manager to make any changes to the AAP as directed; 3) Authorize the Interim City Manager to execute the required applications, certifications, and other pertinent documents for the submission of AAP to the United States Department of Housing and Urban Development (HUD); and 4) Authorize the Interim City Manager to sign any documents or agreements required by HUD for the implementation of the AAP.
- Legislative Body: CC Contact: Juliette Dang Phone: 385-7493

J. APPOINTMENT ITEMS

K. REPORTS

Community Development Department

1. SUBJECT: Property-Based Business Improvement District Petition. (151)
RECOMMENDATION: 1) Consider the Property-Based Business Improvement District ("PBID") Petition ("Petition"); and 2) Authorize the Mayor, City Manager or a designee sign the Petition on behalf of the City.
Legislative Body: CC Contact: Kymberly Horner Phone: 385-7853

Finance Department

2. SUBJECT: Monthly Budget Status Report for the Period Ending March 31, 2014. (181)
RECOMMENDATION: Receive Report.
Legislative Body: CC Contact: James Cameron Phone: 385-7461

Fire Department

3. SUBJECT: Verbal Report Regarding the Estimated Costs and Responsibilities for a Marine Safety Officer Position (MSO).
RECOMMENDATION: Receive Report.
Legislative Body: CC Contact: James Williams Phone: 385-7722

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.

1. SUBJECT: Verbal Update on the Fox Canyon Groundwater Management Agency Water Decision and the Impacts to the City's Water Conservation Program.
RECOMMENDATION: Receive report.
Legislative Body: CC Contact: Rob Roshanian Phone: 385-7682

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 Manager Department

1. SUBJECT: Agreements for City Council Review. (201)

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 no more than \$250,000, which are described on the attached list.

Legislative Body: CC

Contact: Karen Burnham

Phone: 385-7430

2. SUBJECT: Approval of Lowest Responsible Responsive Bid and Authorization to Issue and Execute a Contract for GS13-11R (Rebid) Vineyards Park Improvements of Walking Track. (203)
RECOMMENDATION: Award contract to the lowest responsible and responsive bidder, Hughes General Engineering, Inc. (A-7670) in the amount of \$303,520 for GS13-11R (Rebid)-Vineyards Park Improvements-Walking Tract, located at 2790 Smokey Mountain Road, and authorize the Purchasing Agent to execute the contract upon receipt of final documents.

Legislative Body: CC

Contact: Patricia Friend

Phone: 385-7821

City Treasurer Department

3. SUBJECT: Quarterly Investment Report for the Third Quarter F/Y 2013-2014. (229)

RECOMMENDATION: Accept the Quarterly Investment Report for the Third Quarter F/Y 2013-2014.

Legislative Body: CC

Contact: Danielle M. Navas

Phone: 385-7810

Development Services Department

4. SUBJECT: Authorization to Appropriate General Plan Maintenance Fee Revenue. (237)

RECOMMENDATION: Recognize and appropriate \$125,000 from the General Plan Maintenance Fee in Fiscal Year 2013-2014 for the preparation of a comprehensive update of the Local Coastal Program and the completion of the 2014-2021 Housing Element.

Legislative Body: CC

Contact: Chris Williamson

Phone: 385-8156

May 6, 2014

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C. CLOSED SESSION - Continued from Page 1.

1. CONFERENCE WITH LEGAL COUNSEL - EXISTING LITIGATION.

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

Name of case: City of Oxnard v. Malcolm Pirnie, et al., Los Angeles County Superior Court, Case No. BC469176

The Interim City Attorney requested that this item be discussed in closed session under the Brown Act exception of Conference with Legal Counsel – Existing Litigation. The purpose of the closed session is to report to City Council on the status of the litigation.

T. ADJOURNMENT



Meeting Date: 05 /06 / 14

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

Prepared By: Christopher Williamson, AICP, Principal Planner *dw*

Agenda Item No. **H-1**

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

DATE: May 6, 2014

TO: City Council

FROM: Matthew Winegar, AICP, Development Services Director
Development Services Department

SUBJECT: Approval of Planning and Zoning Permit (PZ) No. 11-610-03 (Annexation) and PZ No. 11-560-02 (Prezoning) for 2991 Ventura Boulevard, and Uphold Planning Commission's Approval of PZ No. 11-540-02 (Planned Development Permit). Filed by Brock Dewey, Dewey Pest Control, c/o Harry Heady, 8495 Garden Street, Alta Loma, CA, 91701.

RECOMMENDATION

That City Council:

1. Adopt a resolution of annexation application (PZ 11-610-03) to the Ventura County Local Agency Formation Commission (LAFCo) for reorganization of boundaries for 2991 Ventura Boulevard.
2. Approve the first reading by title only and subsequent adoption of an ordinance amending the City zone map (PZ No. 11-560-02) for prezoning of 2991 Ventura Boulevard to General Commercial Planned Development (C-2-PD).
3. Adopt a resolution upholding the Planning Commission April 3, 2014 approval of PZ 11-540-02 (Planned Development Permit).

DISCUSSION

The proposed annexation would bring within City of Oxnard (City) limits the 0.46 acre parcel (APN 149-082-030) located at 2991 East Ventura Boulevard. Prezoning to General Commercial Planned Development (C-2-PD) corresponds to the Oxnard 2030 General Plan land use designation of Commercial General for this unincorporated area that is within the Oxnard Sphere of Influence. The subject parcel contains the Oxnard office of Dewey Pest Control which proposes to redevelop the site with a two-story 5,818 square foot office building, 20-space parking lot, street dedications and improvements, and extensive new landscaping. The Planning Commission approved Planned Development (PD) Permit PZ 11-540-02 for the new development, contingent on annexation and prezoning approvals, at its meeting of April 3, 2014. Staff appealed the PD approval to better coordinate the three City actions.

Annexation is highly recommended by Ventura County Local Agency Formation Commission (LAFCo) policies whenever proposed new development within the unincorporated county is contiguous to city limits and the new development requires city services. The City recently improved East Ventura Blvd. between Rice/Santa Clara Avenue and Almond Drive and installed a 12-inch water main. The proposed Dewey Pest Control project needs water service from this City water line as their current water provider, Garden Acres Mutual Water Company, cannot provide adequate fire flow pressure at new commercial development standards. If subsequently approved by LAFCo, Dewey Pest Control would be one of several commercial parcels along the north side of East Ventura Boulevard that are within City limits, adjacent to the Nyeland Acres unincorporated community. It is possible that additional commercial properties along East Ventura Boulevard may request annexation in the future to enable redevelopment.

City Council approval is required to initiate the LAFCo application for reorganization of boundaries for the 2991 East Ventura Blvd. Annexation as follows:

- a) Annexation to the City of Oxnard,
- b) Detachment from the Ventura County Resource Conservation District,
- c) Detachment from the Ventura County Fire Protection District, and
- d) Detachment from Ventura County Service Areas No. 33.

In accordance with Sections 15302, 15303, and 15319 of the California Environmental Quality Act (CEQA) Guidelines, staff has determined that there is no substantial evidence that the project may have a significant effect on the environment and has completed a CEQA Notice of Exemption.

FINANCIAL IMPACT

Upon LAFCo's approval of the annexation and necessary steps within the County tax assessor's office, the City would receive 18 percent of the relatively small annual property tax which, after the proposed improvements, will increase to reflect the new construction.

- Attachment #1 – Resolution of Application with Map and Legal Description
#2 – Rezoning Ordinance
#3 - Planned Development Appeal Upheld Resolution
#4 - Planning Commission Staff Report for April 3, 2013
#5 - Planning Commission Action and Draft Minutes for April 3, 2014
#6 - Planning Commission Resolution 2014-01
#7 - Planning Commission Resolution 2014-02

CW/cw

CITY COUNCIL OF THE CITY OF OXNARD

RESOLUTION NO. ____

RESOLUTION OF APPLICATION OF THE CITY COUNCIL OF THE CITY OF OXNARD TO THE VENTURA COUNTY LOCAL AGENCY FORMATION COMMISSION FOR A REORGANIZATION OF BOUNDARIES FOR PROPERTY LOCATED AT 2991 EAST VENTURA BOULEVARD (APN 149-082-030), HEREIN ANNEXATION PZ 11-610-03. FILED BY DEWEY PEST CONTROL, C/O HARRY HEADY, 8495 GARDEN STREET, ALTA LOMA, CA, 91701.

WHEREAS, the City Council desires to propose to the Ventura County Local Agency Formation Commission (LAFCo) a reorganization of the boundaries of the territory described herein; and

WHEREAS, City Council has carefully reviewed the application filed as PZ 11-610-03 for annexation to the City of Oxnard and reorganization of boundaries for the property located at 2991 East Ventura Boulevard (APN 149-082-030), filed by Dewey Pest Control, c/o Harry Heady; and

WHEREAS, City Council desires to initiate a proceeding for the reorganization of boundaries as specified herein and shown as Exhibits A and B; and

WHEREAS, Ventura County LAFCo policies 5.1.2 and 5.1.7 strongly direct properties seeking a city's utility services to request annexation to that city when the property is contiguous to the city limits; and

WHEREAS, the subject parcel is contiguous to the boundary of the City of Oxnard on the parcel's west and south edges; and

WHEREAS, the owners have requested a concurrent pre-zoning of the property to C-2-PD (General Commercial Planned Development) consistent with the Oxnard 2030 General Plan land use designation of Commercial General; and

WHEREAS, the annexation and pre-zoning are found to be consistent with the 2030 General Plan; and

WHEREAS, Sections 15302, 15303, and 15319 of Title 14 of the California Code of Regulations exempt the project from the requirement for the preparation of environmental documents imposed by the California Environmental Quality Act; and

WHEREAS, the Planning Commission of the City of Oxnard held a public hearing on April 3, 2014 and recommended approval of said annexation, and

WHEREAS, the documents and other material that constitute the record of proceedings are located in the Planning Division, and the custodian of the record is the Planning Manager; and

WHEREAS, the Applicant agrees as a condition of approval of this resolution and at its own expense, to indemnify and defend the City of Oxnard and its agents, officers and employees from and against any claims, actions or proceedings to attack, set aside, void or annul the approval of this resolution or any actions or proceedings, acts or determinations taken, done or made before the approval of this resolution that were part of the approval process.

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF OXNARD DOES HEREBY RESOLVE AS FOLLOWS:

1. The City Council proposes this reorganization and requests that the Ventura County LAFCo take proceedings pursuant to the Cortese-Knox-Hertzberg Local Government Reorganization Act of 2000, commencing with Government Code Section 56000.
2. This proposal is a reorganization and consists of the following, but is not limited to in the event LAFCo determines additional reorganizations are required, changes of organization as follows:
 - a. Annexation to the City of Oxnard
 - b. Detachment from the Ventura County Resource Conservation District
 - c. Detachment from the Ventura County Fire Protection District
 - d. Detachment from Ventura County Service Area No. 33
3. A description and map of the affected territory are set forth in Exhibits A and B, attached hereto and by reference incorporated herein.
4. The City Council proposes that the reorganization of the territory described in Exhibits A and B be subject to the following terms and conditions:
 - a. The territory shall be liable for any existing indebtedness of the City.
 - b. The territory shall be liable for payment of any existing or authorized taxes, assessments, fees and charges comparable to those imposed on property within the City.
5. The reasons for the proposal are to provide municipal services and control to the territory described in Exhibits A and B, adjust affected special district and service area boundaries, implement the Guidelines for Orderly Development and promote orderly government boundaries.
6. The proposal is consistent with the spheres of influence of the affected agencies.

7. The City Council hereby directs and authorizes the City Manager, or designee, to file the application with LAFCo for the reorganization described herein on behalf of the City Council.
8. The City Council hereby directs and authorizes the City Clerk to forward a certified copy of this Resolution with applicable fees and other information as required by Section 56383 of the Government Code to the Executive Officer of LAFCo.
9. The City Council hereby consents to LAFCo's waiver of further conducting authority proceedings, if provided for pursuant to Government Code Section 56663.
10. Approve an appropriation of funds of up to \$10,000 from the General Fund or other accounts deemed appropriate by the City Manager for the City's proportional share of LAFCo related annexation application fees and expenses in the event that LAFCo directs the City to include one or more City-owned properties in the annexation application.

PASSED AND ADOPTED this 6th day of May, 2014 by the following vote:

AYES:

NOES:

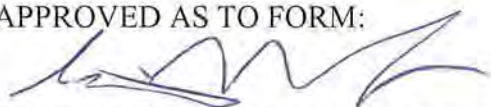
ABSENT:

Tim Flynn
Mayor

ATTEST:

Daniel Martinez, City Clerk

APPROVED AS TO FORM:



Stephen M. Fischer, Interim City Attorney

EXHIBIT 'A'

LEGAL DESCRIPTION

LEGAL DESCRIPTION

Real property in the City of (Oxnard area), County of Ventura, State of California, described as follows:

A part of Lot 64 of Rancho Santa Clara Del Norte, in the County of Ventura, State of California, as per map thereof recorded in the office of the county recorder of said county in Book 3 Page 26 of Maps, and more particularly described as follows:

Beginning at a 2" x 2" redwood stake set in the Northerly line of "Old Conejo Road" from which a 4" x 4" redwood post set in the Northerly line of said "Old Conejo Road" at the corner common to Lots 49 and 64 of said Rancho Santa Clara Del Norte, bears South 86 degrees 31' East 278.57 feet distant; thence from said point of beginning,

1st: - North 3 degrees 29' East 300 feet to a 2" x 2" redwood stake thence at right angles,
2nd: - South 86 degrees 31' East 74 feet to a 2" x 2" redwood stake; thence at right angles,
3rd: - South 3 degrees 29' West 300 feet to a 2" x 2" redwood stake set in the Northerly line of said "Old Conejo Road"; thence along same,
4th: - North 86 degrees 31' West 74 feet to the point of beginning.

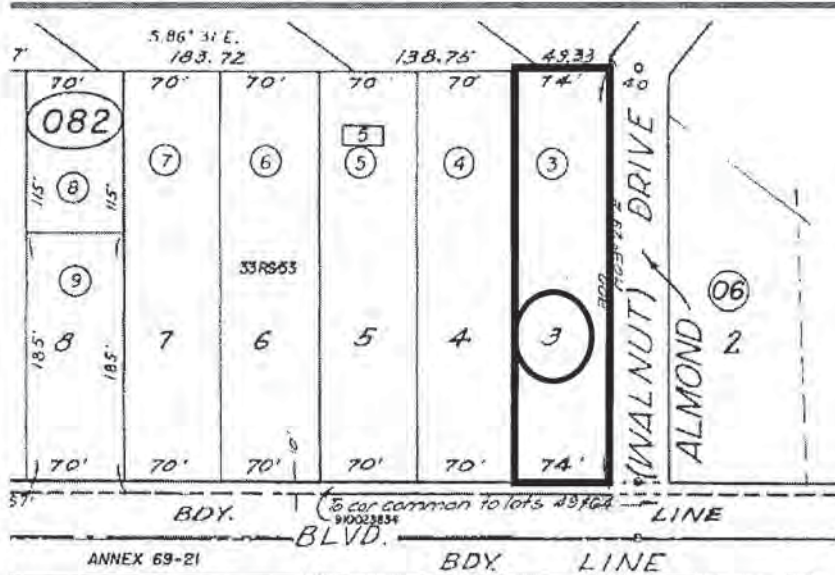
Except therefrom all oil, gas, minerals and other hydrocarbon substances lying below the surface of said land; but with no right of surface entry thereto, as provided in the deed recorded July 22, 1947 as Instrument No. 13838 in Book 799 Page 38 of Official Records, together with all rights and right of way necessary or convenient for full development of minerals.

APN: 1490-082-030

ATTACHMENT 1
PAGE 4 OF 5

EXHIBIT 'B'

MAP TO ACCOMPANY LEGAL DESCRIPTION



CITY OF OXNARD and VICINITY
Ventura County Assessor's Map.

Assessor's Block Numbers Shown in Ellipses.
Assessor's Parcel Numbers Shown in Circles.
Assessor's Mineral Numbers Shown in Squares.

DRAWN	REVISED	7-21-2010
REDRAWN	CREATED	
INKED	PLOTTED	EFFECTIVE
		ROLL
Compiled By Ventura County Assessor's Office		

Roll-Year	11-12	BK. 149	PG. 08	REVISION	LOG
DATE	7/21/2010	081228-020741	TRA Update	Code	VOID
REFERENCE	DOC.	DESCRIPTION	APN(S)		

ATTACHMENT 1
PAGE 5 OF 5

CITY COUNCIL OF THE CITY OF OXNARD

ORDINANCE NO.

ORDINANCE OF THE CITY COUNCIL OF THE CITY OF OXNARD APPROVING PZ 11-560-02, TO PREZONE PROPERTY LOCATED AT 2991 EAST VENTURA BOULEVARD (APN 149-082-030) TO GENERAL COMMERCIAL PLANNED DEVELOPMENT (C-2-PD). FILED BY DEWEY PEST CONTROL, C/O HARRY HEADY, 8495 GARDEN STREET, ALTA LOMA, CA, 91701.

WHEREAS, the owners of the unincorporated parcel located at 2991 East Ventura Boulevard have filed Annexation Request No. PZ 11-610-03 to annex to the City of Oxnard (City), Calleguas Municipal Water District, and the Metropolitan Water District; and

WHEREAS, Annexation Request No. PZ 11-610-03 states the reasons for requesting annexation and describing the property and attaching a map thereof; and

WHEREAS, the owners have requested a concurrent pre-zoning of the property to C-2-PD (General Commercial Planned Development) consistent with the Oxnard 2030 General Plan land use designation of Commercial General; and

WHEREAS, on April 3, 2014, the Planning Commission of the City of Oxnard held a public hearing, reviewed the request, and recommended that the City Council approve the requested rezoning; and

WHEREAS, the City Council has carefully reviewed Planning Commission Resolution No. 2014-02 recommending approval of a rezoning for the subject property; and

WHEREAS, the City Council has held a public hearing and received and reviewed written and oral comments related to the proposed rezoning PZ No. 11-560-02; and

WHEREAS, the City Council finds after due study and deliberation that the public interest and general welfare require the adoption of PZ No. 11-560-02 and the rezoning to C-2-PD as shown on Exhibit A hereto; and

WHEREAS, the City Council finds that the rezoning is consistent with the 2030 General Plan; and

WHEREAS, Sections 15303 and 15319 of Title 14 of the California Code of Regulations exempt the project from the requirement for the preparation of environmental documents imposed by the California Environmental Quality Act; and

WHEREAS, Applicants agree, as a condition of adoption of this resolution at each Applicant's own expense, to indemnify, defend, and hold harmless City and its agents, officers, and

ATTACHMENT 2
PAGE 1 OF 3

employees from and against any claim, action or proceeding to attack, review, set aside, void, or annul the approval of this resolution or any proceedings, acts, or determination taken, done, or made prior thereto that were part of the approval process.

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

- Part 1. Zone Change No. 11-560-02 (Rezoning) is approved, as shown on the map attached hereto as Exhibit A and incorporated herein by reference.
- Part 2. Within fifteen days after passage, the City Clerk shall cause this ordinance to be published one time in a newspaper of general circulation, published and circulated in the City. Ordinance No. _____ was first read on _____, and finally adopted on _____, to become effective thirty days thereafter.

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

AYES:

NOES:

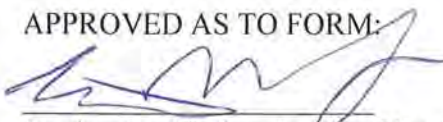
ABSENT:

Tim Flynn, Mayor

ATTEST:

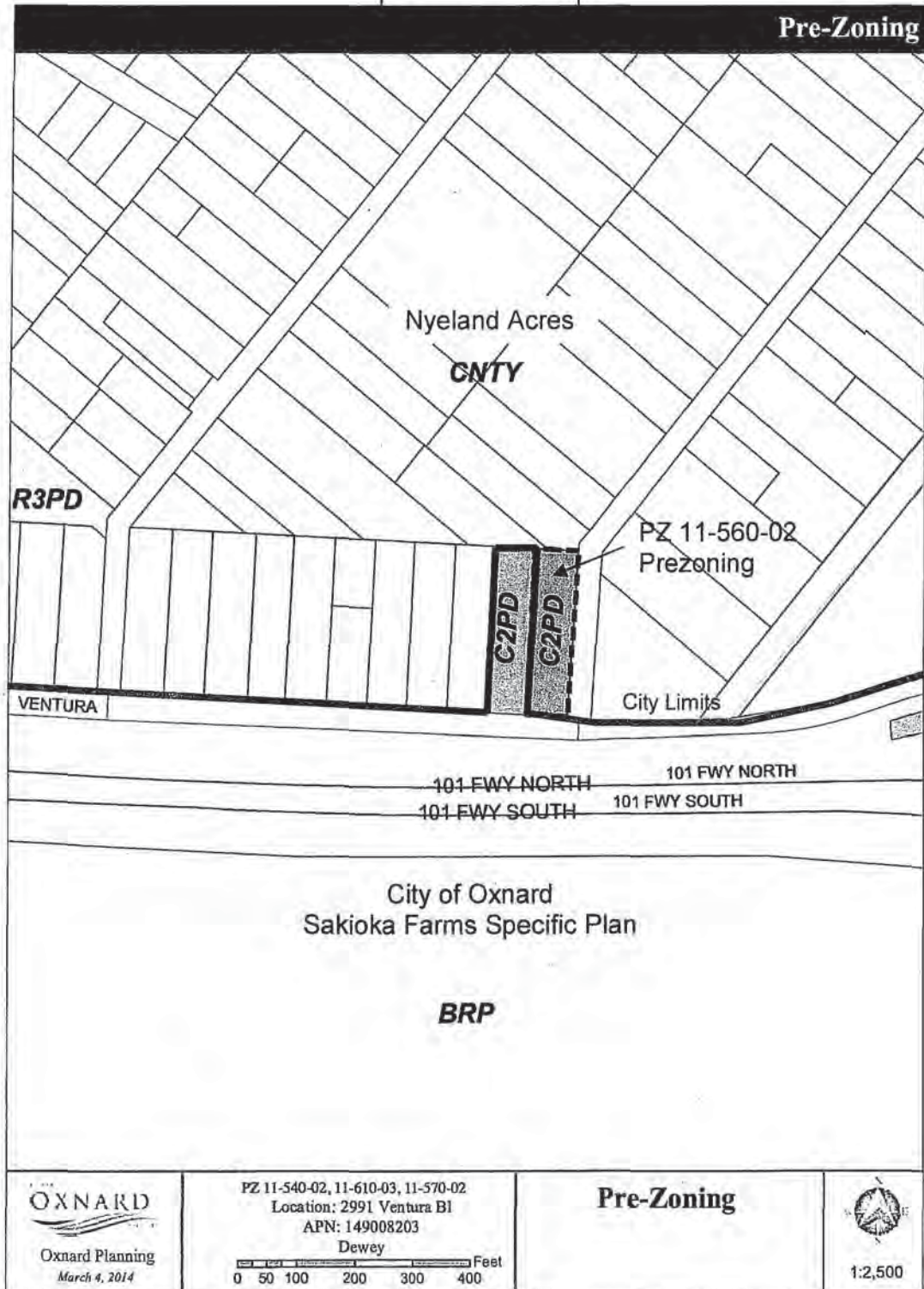
Daniel Martinez, City Clerk

APPROVED AS TO FORM:



Stephen M. Fischer, Interim City Attorney

EXHIBIT A



CITY COUNCIL OF THE CITY OF OXNARD

RESOLUTION NO.

RESOLUTION OF THE CITY COUNCIL OF THE CITY OF OXNARD UPHOLDING THE DECISION OF THE PLANNING COMMISSION APPROVING PLANNED DEVELOPMENT PERMIT NO. 11-540-02, FOR DEVELOPMENT LOCATED AT 2991 EAST VENTURA BOULEVARD (APN 149-082-030), FILED BY DEWEY PEST CONTROL, C/O HARRY HEADY, 8495 GARDEN STREET, ALTA LOMA, CA, 91701.

WHEREAS, on April 3, 2014 the Planning Commission adopted Resolution No. 2014-1, approving an application for Planning and Zoning Permit No. 11-540-02 (Planned Development Permit), filed by Dewey Pest Control c/o Harry Headly, and

WHEREAS, the City Council has carefully reviewed the Planning Commission decision approving the application, the staff report, and minutes of testimony at the Planning Commission public hearing; and

WHEREAS, the City Council has conducted a hearing and received evidence in favor of and opposed to the application.

NOW, THEREFORE, the City Council of the City of Oxnard resolves that the Planning Commission's approval of Planned Development Permit No. 11-540-02 is hereby upheld, subject to the conditions contained in Planning Commission Resolution No. 2014-01 (on file in the Planning Division of the Development Services Department, which is incorporated herein by reference).

PASSED AND ADOPTED this 6th day of May, 2014, by the following vote:

AYES:

NOES:

ABSENT:

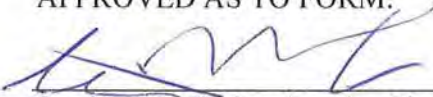
Tim Flynn
Mayor

ATTEST:

Daniel Martinez, City Clerk

ATTACHMENT 3
PAGE 1 OF 2

APPROVED AS TO FORM:



Stephen M. Fischer, Interim City Attorney

**PLANNING COMMISSION
STAFF REPORT**

TO: Planning Commission

FROM: Chris Williamson, AICP, Principal Planner

DATE: April 3, 2014

SUBJECT: Planning and Zoning Permit No. 11-540-02 (Planned Development), 11-610-03 (Annexation), and 11-560-02 (Prezoning), 2991 Ventura Boulevard.

- 1) **Recommendations:** That the Planning Commission:
 - a) Approve Planning and Zoning Permit No. 11-540-02 for a Planned Development permit, subject to certain findings and conditions.
 - b) Adopt a resolution recommending that the City Council approve Planning and Zoning Permit No. 11-610-03 for annexation.
 - c) Adopt a resolution recommending that the City Council approve Planning and Zoning Permit No. 11-560-02 for rezoning.
- 2) **Project Description and Applicant:** A request to replace the existing structure located at 2991 Ventura Boulevard with a two-story office building and 24-space parking lot for employees and fleet vehicles; annexation to the City of Oxnard, Calleguas Municipal Water District, and the Metropolitan Water District; and rezoning to General Commercial Planned Development (C-2-PD). Filed by Dewey Pest Control, c/o Harry Heady, 8495 Garden Street, Alta Loma, CA, 91701.
- 3) **Existing & Surrounding Land Uses:** The project site consists of a small structure and parking for Dewey Pest Control fleet vehicles and employees. The project site is located in Nyeland Acres. Small businesses are located to the east and west of the applicant property. Ventura Boulevard and the 101 Freeway are to the south with the Sakioka Farms Specific Plan area, in agricultural use, south of the 101 Freeway.

LOCATION	ZONING	GENERAL PLAN	EXISTING LAND USE
Project Site	County	Commercial General	Dewey Pest Control
North	County	Residential Low	Single family
South	101 Freeway	101 Freeway	101 Freeway
East	County	Commercial General	Small business
West	C-2-PD (City)	Commercial General	Small business

- 4) **Background Information:** Dewey Pest Control (Dewey) was founded by Ray Dewey in 1929. It began as a one-man operation and grew into 32 branches throughout the State, with headquarters in Pasadena. In 1969, Dewey converted the 800 square foot (sf) single-family home

on just under a half acre lot at 2991 Ventura Boulevard into their Oxnard branch office. Beginning in 2002, Dewey approached the City for annexation and redevelopment of the property with a new 5,818 sf. two-story office building, parking lot, and landscaping. Applications for development, annexation, and rezoning were filed in 2007 and reviewed by the Development Advisory Committee (DAC) in March, 2007. The 2007 application became inactive for several years and Dewey reapplied in 2011 for essentially the same project.

In a related event, the City was awarded a grant to improve East Ventura Blvd. between Nyeland Avenue and Almond Drive. The East Ventura Blvd. street improvements and installation of a 12-inch water main were recently completed. The City cannot fill, or "charge," the new water line until a connecting loop is completed under the 101 Freeway. The City has identified funding for the loop and the request to install the loop under the 101 Freeway is pending with Caltrans.

- 5) Environmental Determination:** In accordance with Sections 15302, 15303, and 15319 of the California Environmental Quality Act (CEQA) Guidelines, projects involving "Replacement or reconstruction of existing structures or facilities on the same site having substantially the same purpose and capacity..." (15302), "New construction of limited small new facilities or structures...not exceeding 10,000 square feet in floor area on sites zoned for such use...where all necessary public services and facilities are available" (15303), and "...annexation of individual small parcels of the minimum size for facilities exempted by Section 15303" (15319) may be found to be exempt from the requirements of the CEQA. This proposal replaces the existing one-story office structure with a two-story office and dispatch building and adds parking and landscaping, with Dewey's operations remaining at about the same level, and annexation and rezoning. Therefore, staff has determined that there is no substantial evidence that the project may have a significant effect on the environment and recommends that Planning Commission accept the Notice of Exemption (see Attachment C).

6) Analysis:

- a) General Discussion:** Dewey proposes a two-phase redevelopment of their Oxnard office. Phase I constructs the new office building fronting Ventura Blvd. while the existing small office remains in use at the rear of the property. Then, Phase II removes the small office and completes the parking lot. The new office building sprinkler system requires fire water pressure that is not available from Dewey's current water supplier, Garden Acres Mutual Water Company (MWC). Annexation is required to access the City's new water line in Ventura Blvd., which should have water available by the time the new office building is completed. In the event the loop line is delayed, the Applicant may proceed with landscaping and site improvements and continue to occupy the existing office structure with water provided by the Garden Acres (MWC). (The Garden Acres MWC will serve letter is included as Attachment D.) Under Condition 129, Dewey could choose to construct and complete the new office building up to six months prior to the availability of water in Ventura Blvd. with the consent of City Public Works and the Fire Departments.

As the Ventura County Local Agency Formation Commission (LAFCo) prefers annexation over out of an area service agreement for County parcels that receive City utilities, the

Dewey property requests annexation to the City in order to connect to the City's water system in Ventura Blvd. Rezoning assigns the appropriate City zone code that is activated when LAFCo approves the annexation. The Planned Development permit would be issued under the City's C-2-PD zone designation development standards.

- b) General Plan Consistency:** The City's 2030 General Plan land use designation for the subject site is Commercial General, which allows free-standing commercial uses along arterials. Approval of this Planned Development permit, annexation, and rezoning is consistent with the 2030 General Plan and the property's land use designation.

Consistency with the 2030 General Plan is defined by the relationship between 2030 General Plan policies and the proposed project. The three consistency classification levels are:

- I. Direct Applicability to a Proposed Project or Program (full text of the policy and an explanation).
- II. Related or Indirect Applicability to the Proposed Project or Program (policy title and an explanation for each or groups of related or indirectly related policies).
- III. No or Distant Applicability to the Proposed Project or Program (all policies not listed as Level I and II are assumed to be consistent).

POLICY	LEVEL	POLICY OR TITLE	EXPLANATION
CD-2.1	I	Zoning and General Plan Consistency	The C-2 rezoning is consistent with the Commercial General land use designation, per 2030 General Plan Goals and Policies Table 3.2
CD-8.1	I	Limiting Development to those areas that can be served by existing or planned utilities, transportation, and service systems.	The recently completed Ventura Blvd. street and utility improvements provide adequate services and utilities to the project.
ICS-11.10	I	Water Supply Findings for Smaller Projects	The City's new water line and loop under Highway 101 provide potable and fire suppression water for the project, and the project's land use was included in the 2010 Urban Water Management Plan.
ICS-20.5	I	Fire Services to New Development	
SC-3.8 CD-3.4 CD-4.4 CD-4.5 CD-14.1 CD-14.2 CD-14.3 ICS-11.7 ICS-11.10 ICS-9.2 ER-10.1	II	Require Use of Passive Energy Neighborhood Quality of life. Commercial Area Aesthetics. Commercial Signage Design Review Process Development Advisory Committee Functions (DAC) Quality of Design Water Wise Landscapes Water Supply Findings for Smaller Projects Development Has Adequate Parking Promote use of Native and Water Wise Plants	The Development Advisory Committee (DAC) review process led to changes in the project and/or conditions of approval that address these Level II policies.

POLICY	LEVEL	POLICY OR TITLE	EXPLANATION
All others	III	All policies not listed above	No or Distant Applicability to the Proposed Project

c) Conformance with Zoning Development Standards: With approval of the rezoning request, the proposed development will be located in a General Commercial zone district (C-2-Planned Development). In accordance with the City Code, the proposed two-story office building and site improvements may be permitted with an approved Planned Development. Applicable development standards are compared with the proposed project, as follows:

C-2-PD GENERAL COMMERCIAL ZONE (Division 9 Section 16-135 through 16-144):

DEVELOPMENT STANDARD	REQUIREMENT	PROPOSED	COMPLIES?
Max. building height 16-137	2 stories or 35 feet	Two stories 31 feet, 5 inches	Yes
Front yard setback 16-139 (Ventura Blvd.)	10 feet from property line	10 feet	Yes
East Side yard setback 16-140	5 feet.	10 feet	Yes
West Side yard setback 16-140	Zero when abuts C-2 zoned lot.	0 feet	Yes
Rear yard setback 16-141	10 feet along public alley	10 feet to parking lot	Yes
Floor Area Ratio	30% max. (2030 General Plan)	28.7%	Yes
Offstreet parking: (16-622) Handicapped (CA Bldg Code) Motorcycle (16-264) Bicycle (16-623 & 16-637) Loading (16-644)	Office one space per 250 gsf 5,818gsf = 24 required spaces MC space if over 25 spaces No bicycle required 1 loading area	23 non-ADA spaces 1 ADA space No MC space 600 sf loading area Bicycle rack	Yes, with Commission approval
Parking space sizes & design: • Standard (16-636 & 16-638) • Carpool/Vanpool spaces • Loading (16-644)	• 9'W x 19'L parking spaces • 9'W x 19'L carpool spaces • 12'W x 40'L x 14'H ; alt size with PC or director approval	• 9'W x 19'L • None required • Loading zone is 20' X 30' X 14'H	Yes, with Commission approval
Parking area Landscape Req. (16-641): • Along streets/alleys • Along interior PLs Parking/vehicle area (16-641) • Landscape fingers (16-641) • Trees (for lots with 20+)	• Min. 10' wide strip. • Min. 5' wide in parking areas. • Minimum 5% of area, exclusive of any other required landscaped area abutting a street or alley. • Finger every 10 spaces with 2 trees, 9'W x 20'L • Minimum 40' on center	• 10' wide • 5' wide • 6.8%. • No fingers planter • About 30' o.c. on center west side, 40' o.c. along Almond Drive	Yes, with Commission approval
Trash enclosures & transformers	To be screened at installation.	Fully enclosed within a structure	Yes

DEVELOPMENT STANDARD	REQUIREMENT	PROPOSED	COMPLIES?
Rooftop equipment	May not protrude above height of parapet.	No rooftop equipment	Yes
Fence (16-310)	- Cannot be located in the front setback area - No chain link in front yard 8' max height	- None in front yard - No chain link 7 foot stucco wall 7 foot wrought iron	Yes
Lighting (16-320)	Comply with Section 16-320 of the City Code.	PD permit Condition 43 requires compliance	Yes

- d) **Site Design:** The 0.46 acre Dewey parcel is a 70 X 300 foot corner parcel. The new two-story, 5,818 square foot office building would be set back from Ventura Blvd. over 20 feet with an angled corner tower facing the Ventura Blvd/Almond Drive intersection. An approximately 220 sf deck is located above the trash enclosure for employee use. Parking is in the rear area with an exit to an existing alley.
- e) **Circulation and Parking:** A new driveway from Almond Drive provides access to the building garage, one ADA-parking space, and 23 parking spaces accessed by a one-way drive aisle that exits into the alley, which then immediately exits onto Almond Drive. The loading zone is approximately 20 by 30 feet and located in front of the three garage spaces, a location and size that reflects the need to maximize on-site parking and may be permitted by the Planned Development permit process.
- f) **Building Design:** The proposed two-story office building is a contemporary Mediterranean theme with stucco walls, trellis and columns, stone veneer, and a hipped terra-cotta tile roof. The projecting angled clock tower with its exterior clock is the stairwell.
- g) **Signs:** A corner monument sign is proposed on the corner facing Ventura Boulevard. All signs are conditioned to comply with the applicable City sign standards and will be reviewed and approved under separate subsequent permits.
- h) **Landscaping and Open Space:** The project site has several existing trees and little vegetation. Standard Condition 23 requires an existing tree valuation by an arborist and the addition of the removed tree value to the required landscaping. The project proposes 15 trees (Arbutus Marina Strawberry, Bottle Tree, Mediterranean Fan Palm, Golden Rain Tree, and Mexican Fan Palm) and a variety of drought-tolerant shrubs and ground cover in front, side, and rear setback areas and within the parking lot. With the Planning Commission's approval as an alternative to finger planters, the project proposes additional trees along the west site of the parking lot and exceeds the minimum landscape area in order to maximize the number of on-site parking spaces.
- 7) **Annexation and Prezoning:** Ventura County LAFCo policies 5.1.2 and 5.1.7, listed below, strongly direct properties seeking a city's utility services to request annexation to that city when the property is contiguous to the city limits. In this situation, Dewey cannot redevelop its property without connecting to the new City's Ventura Blvd. water main for fire suppression

water pressure. Annexation to the Calleguas MWD and the Metropolitan Water District is also required. Rezoning establishes the appropriate zone designation that becomes effective with LAFCo's annexation approval and the basis for approval of this PD permit.

LAFCo Policy: SECTION 5.1.2 ANNEXATION PREFERRED

Annexations to cities and special districts are always preferred to out of agency service agreements.

LAFCo Policy: SECTION 5.1.7 ADDITIONAL FACTORS FOR APPROVING AGREEMENTS

In addition to the factors required by law and other factors required by these policies, in order to approve out of agency service agreements LAFCo must also make favorable determinations regarding one or more of the following additional factors: (a) Lack of contiguity makes annexation infeasible given current boundaries and the requested public service is justified based on applicable general and specific plans, these policies, and other entitlements for use.

- 8) Development Advisory Committee:** The Development Advisory Committee (DAC) reviewed this project on December 12, 2012. Recommendations of the DAC are included in the attached resolution(s). One DAC concern that has been addressed by the project was that the project reflects the City's Ventura Blvd. improvements and avoids any reconstruction of the City street.
- 9) Community Workshop:** A Community Workshop meeting was held on January 28, 2013: the applicant mailed notices to all property owners within the Nyeland Acres unincorporated neighborhood. A notice of this meeting was posted on the project site with a brief description and contact information. No attendees expressed opposition to the project.
- 10) Appeal Procedure:** In accordance with Section 16-545 of the City Code, the Planning Commission's action on the Planned Development permit may be appealed to the City Council within 18 days after the decision date. Appeal forms may be obtained from the City Clerk and must be submitted with the appropriate fees before the end of the appeal period. The Planning Commission's annexation and rezoning recommendations will be considered by the City Council at a later date.

Attachments:

- A. Maps (Vicinity, General Plan, Zoning)
- B. Reduced Project Plans
- C. Notice of Exemption
- D. Garden Acres MWC Will Serve Letter
- E. Resolutions (PD Permit, Annexation and Rezoning)

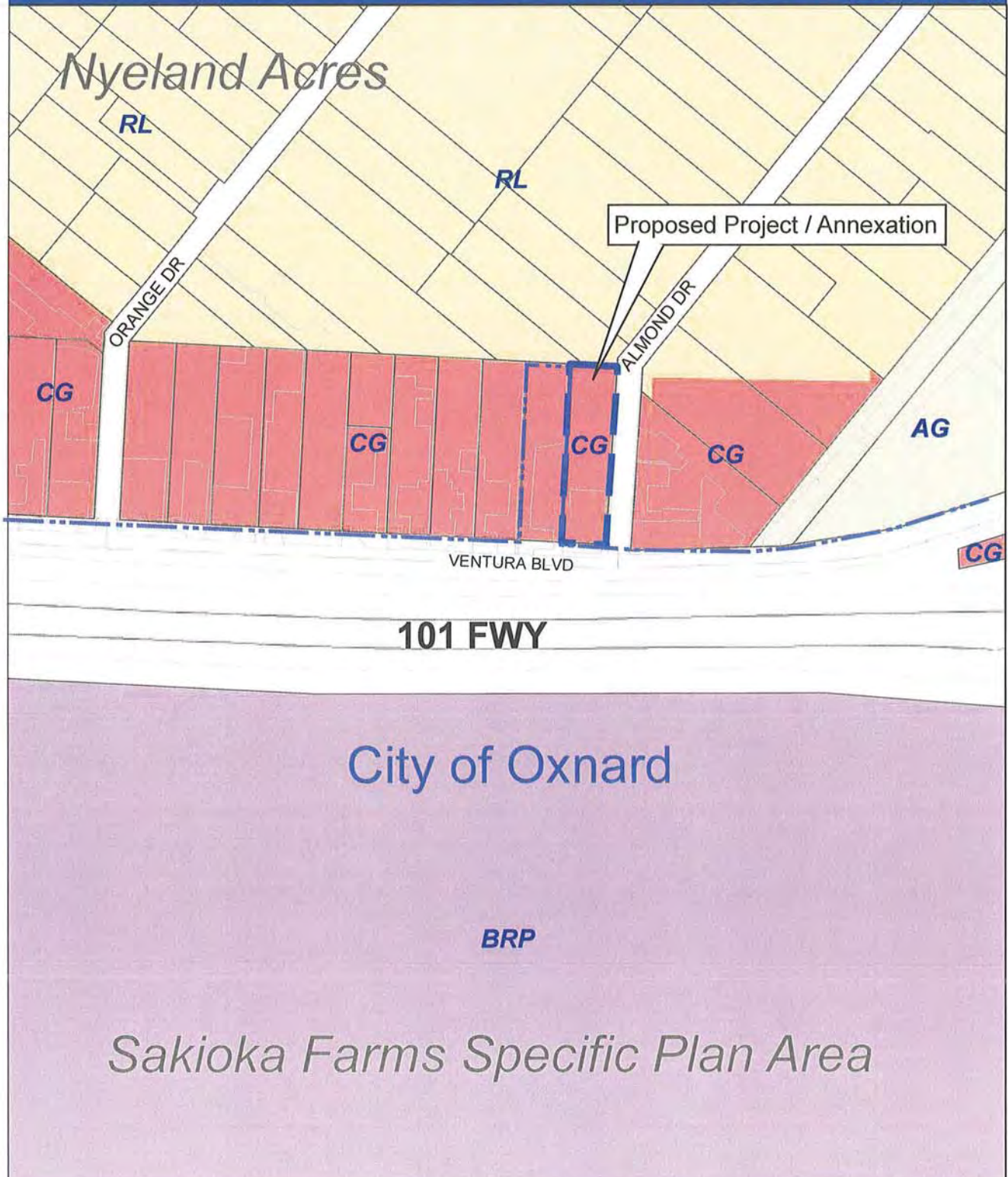
Prepared by: _____
CW
Approved by: _____
AG

A. Maps (Vicinity, General Plan, Zoning)

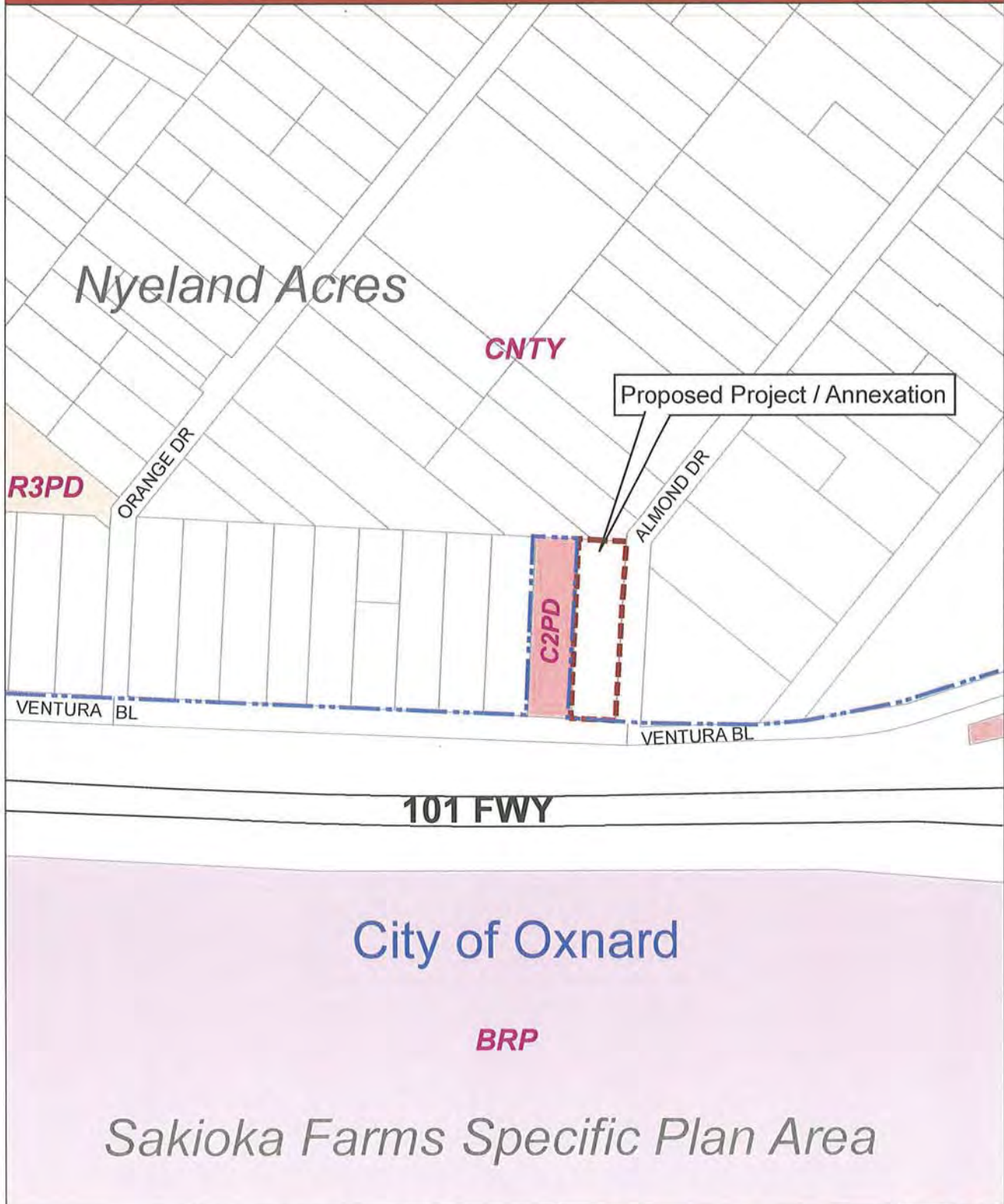
Vicinity Map



2030 General Plan Land Use Map



Zoning/Specific Plan Map



B.Reduced Project Plans

A black and white line drawing of a large, multi-story building, likely a hotel or government building. The building features a prominent clock tower on the left side with a clock face showing approximately 10:10. The building has multiple windows, some with shutters, and a flat roof. In front of the building is a large, open area with several palm trees and a low wall or fence. To the right of the building, there is a smaller structure with a flagpole flying a flag. The entire scene is enclosed within a rectangular border.

[illegible][illegible]

HEADY DESIGN & ASSOCIATES 7255 Carondek Ave Suite K230 Berkeley, CA 94704 Phone (909) 581-1202 email: hhead@headydesign.com	HDA	COVER SHEET DEWEY PETERSON 2901 E. VENTURA BLVD OAKLAND, CA 94608	1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 31 32 33 34 35 36 37 38 39 40 41 42 43 44 45 46 47 48 49 50 51 52 53 54 55 56 57 58 59 60 61 62 63 64 65 66 67 68 69 70 71 72 73 74 75 76 77 78 79 80 81 82 83 84 85 86 87 88 89 90 91 92 93 94 95 96 97 98 99 100	101 102 103 104 105 106 107 108 109 110 111 112 113 114 115 116 117 118 119 120 121 122 123 124 125 126 127 128 129 130 131 132 133 134 135 136 137 138 139 140 141 142 143 144 145 146 147 148 149 150 151 152 153 154 155 156 157 158 159 160 161 162 163 164 165 166 167 168 169 170 171 172 173 174 175 176 177 178 179 180 181 182 183 184 185 186 187 188 189 190 191 192 193 194 195 196 197 198 199 200	201 202 203 204 205 206 207 208 209 210 211 212 213 214 215 216 217 218 219 220 221 222 223 224 225 226 227 228 229 230 231 232 233 234 235 236 237 238 239 240 241 242 243 244 245 246 247 248 249 250 251 252 253 254 255 256 257 258 259 260 261 262 263 264 265 266 267 268 269 270 271 272 273 274 275 276 277 278 279 280 281 282 283 284 285 286 287 288 289 290 291 292 293 294 295 296 297 298 299 300	301 302 303 304 305 306 307 308 309 310 311 312 313 314 315 316 317 318 319 320 321 322 323 324 325 326 327 328 329 330 331 332 333 334 335 336 337 338 339 340 341 342 343 344 345 346 347 348 349 350 351 352 353 354 355 356 357 358 359 360 361 362 363 364 365 366 367 368 369 370 371 372 373 374 375 376 377 378 379 380 381 382 383 384 385 386 387 388 389 390 391 392 393 394 395 396 397 398 399 400	401 402 403 404 405 406 407 408 409 410 411 412 413 414 415 416 417 418 419 420 421 422 423 424 425 426 427 428 429 430 431 432 433 434 435 436 437 438 439 440 441 442 443 444 445 446 447 448 449 450 451 452 453 454 455 456 457 458 459 460 461 462 463 464 465 466 467 468 469 470 471 472 473 474 475 476 477 478 479 480 481 482 483 484 485 486 487 488 489 490 491 492 493 494 495 496 497 498 499 500

HEADY DESIGN & ASSOCIATES
 7265 Carmichael Ave Suite #200
 Pleasanton, California 94566
 Phone: (925) 961-1200
 Email: rheady@headydesign.com

DEWEY PEST CONTROL
 PHASE I
 IMPROVEMENTS
 2901 E VENTURA BLVD
 OXNARD, CA 93035

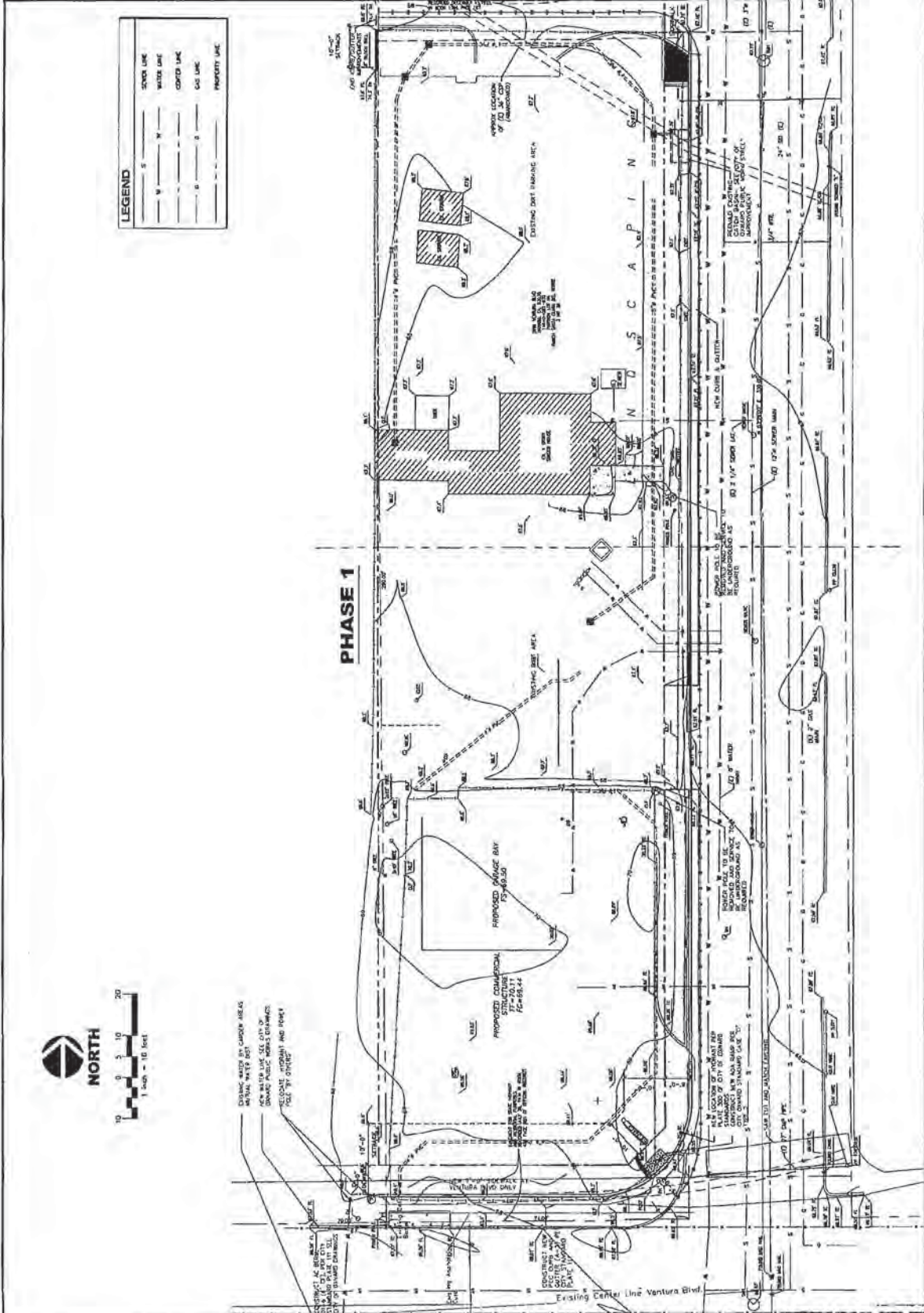
JOB NO. DPC-001
 DRAWN BY: LJP
 DATE: 06-14-13
 SCALE: NOTED

LEGEND

SEWER LINE	— S —
WATER LINE	— W —
COPIED LINE	— C —
GAS LINE	— G —
PROPERTY LINE	— P —

PHASE 1

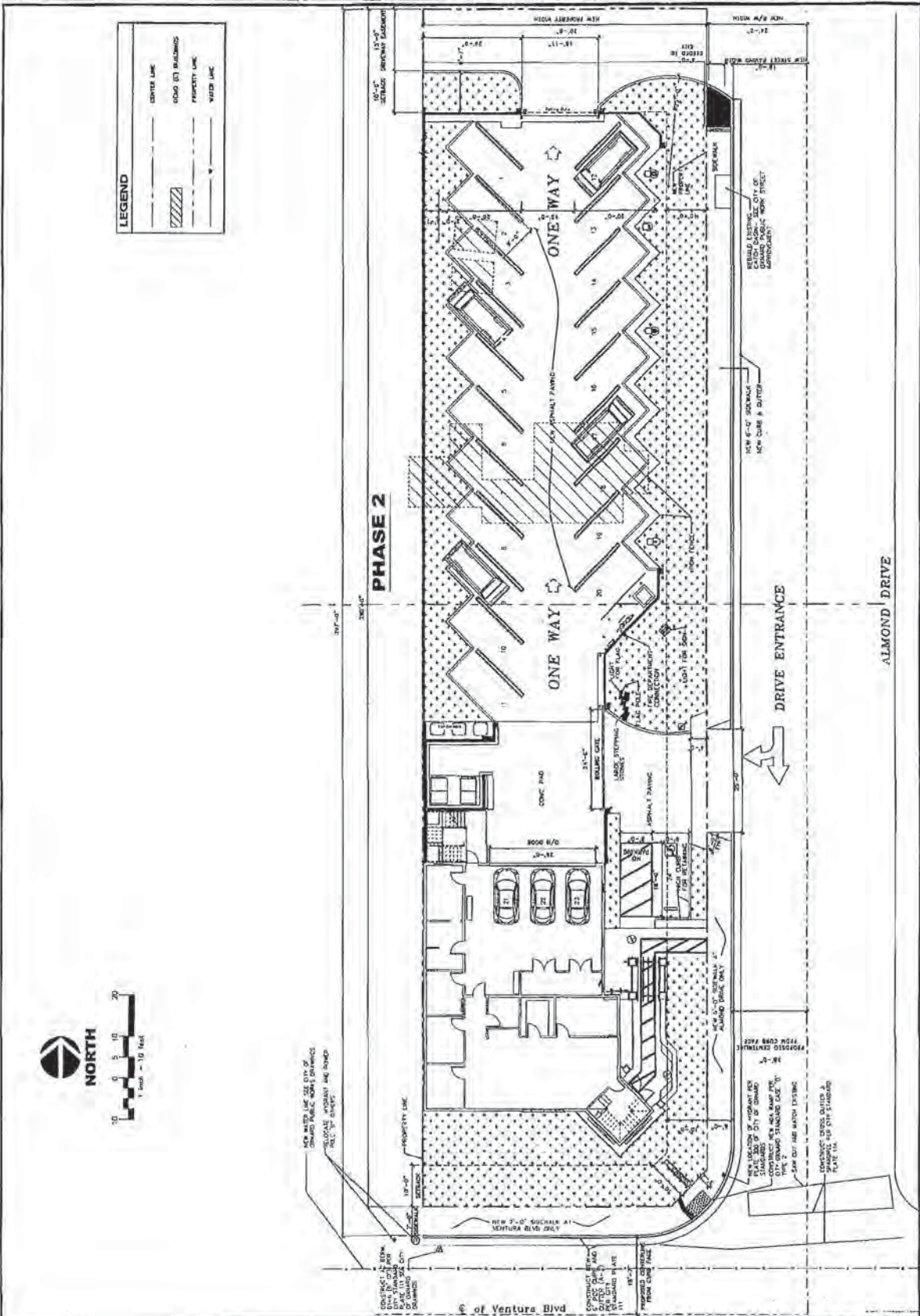
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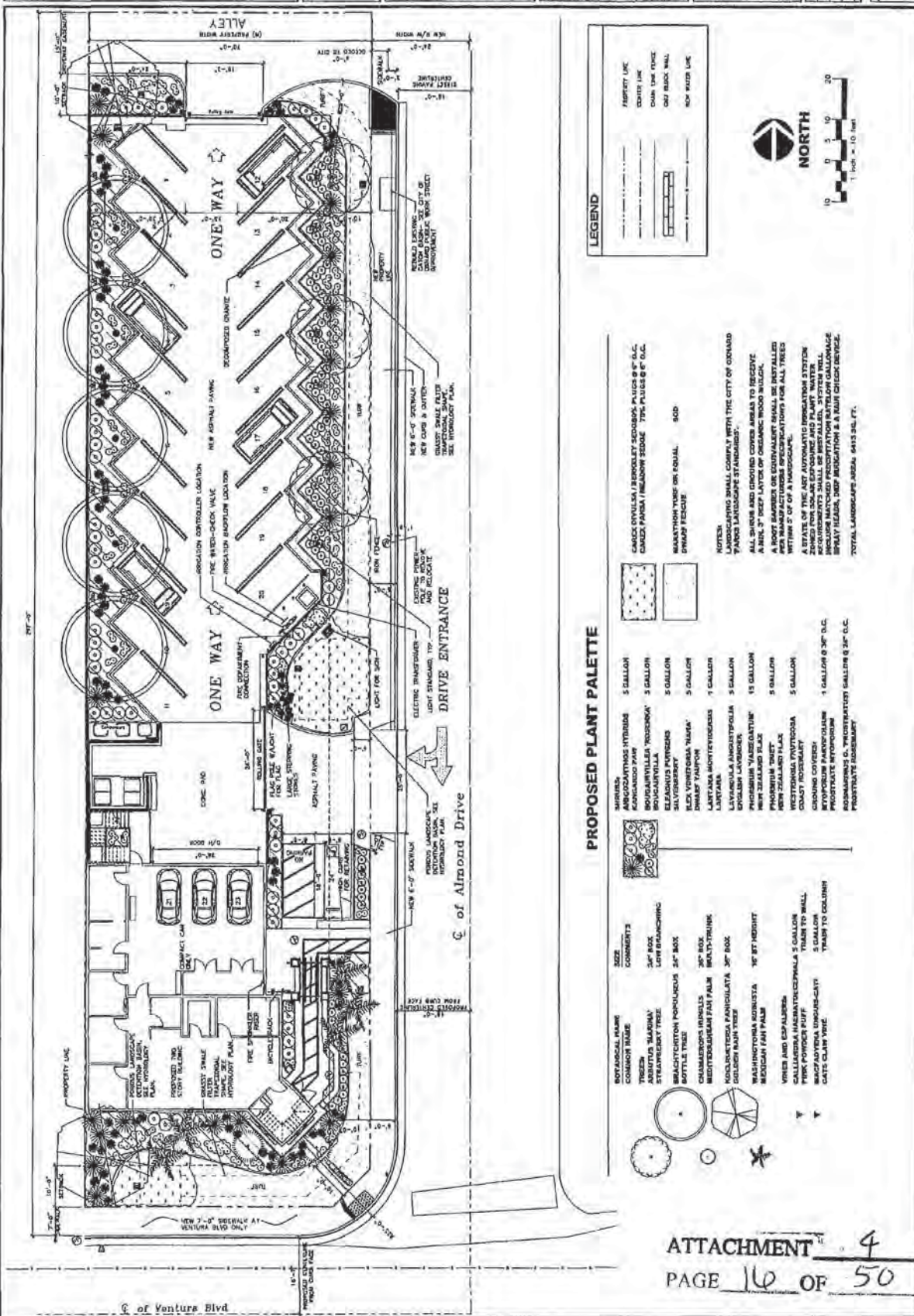
HEADY DESIGN & ASSOCIATES
 7265 Centiman Ave Suite #230
 Rancho Cucamonga, California 91730
 Phone (909) 591-1202
 email: hdesign@headydesign.com

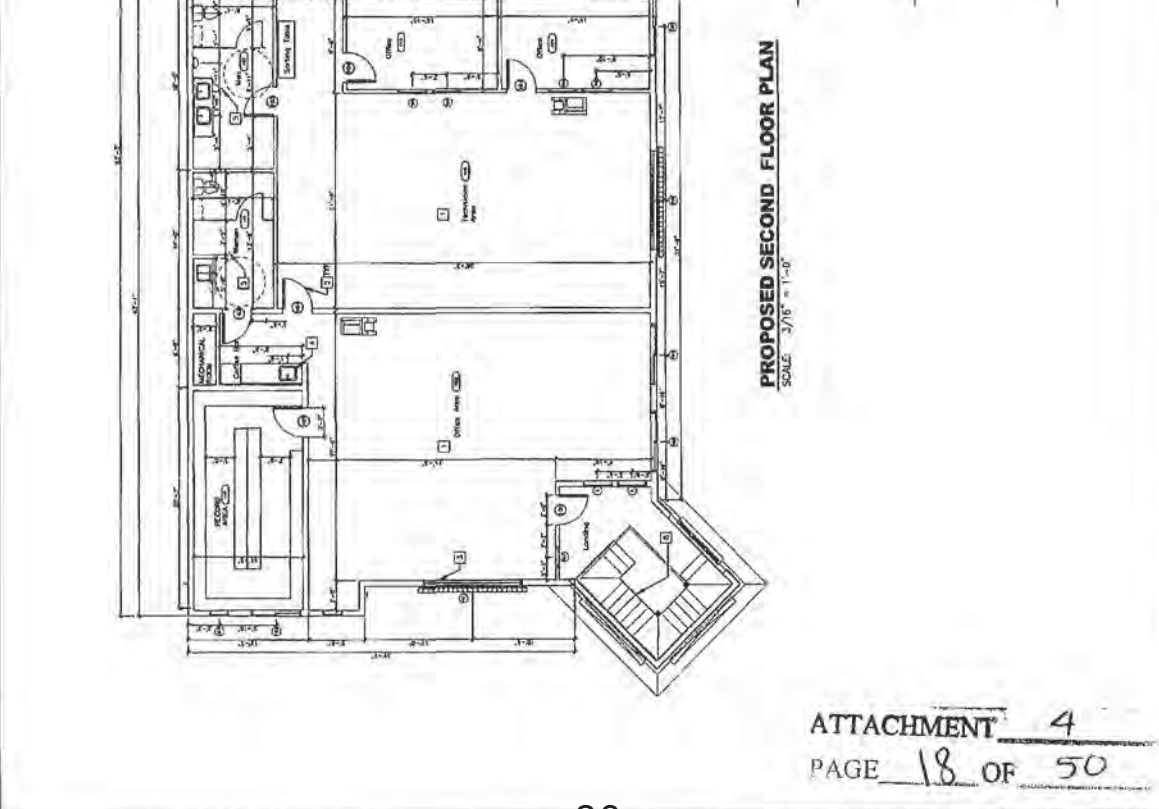
DEWEY PEST CONTROL
 PHASE II
 IMPROVEMENTS & DEMO
 OXNARD, CA 91326

SP2
 USA VISION
 DATE: 05-14-13
 SCALE: NOTED
 DRAWN BY: RUP
 JOB NO: DDC-001









HEADY DESIGN & ASSOCIATES
 7365 Camarin Ave Suite #230
 Rancho Cucamonga, California 91730
 Phone (909) 561-1222
 Email heady@headydesign.com

DEWEY PEST CONTROL
 2981 E. VENTURA AVE
 OXNARD, CA 93035

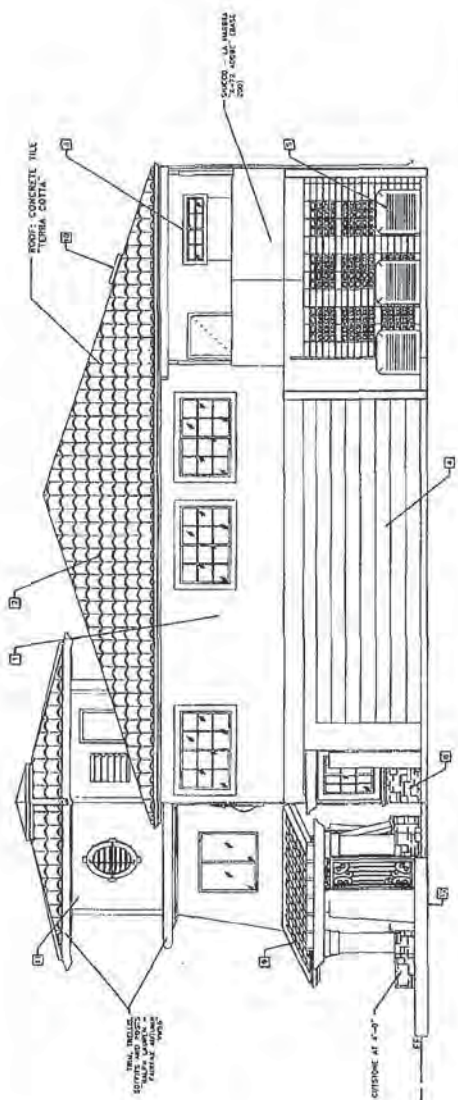
PROPOSED EXTERIOR ELEVATIONS

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 SCALE: NOTED

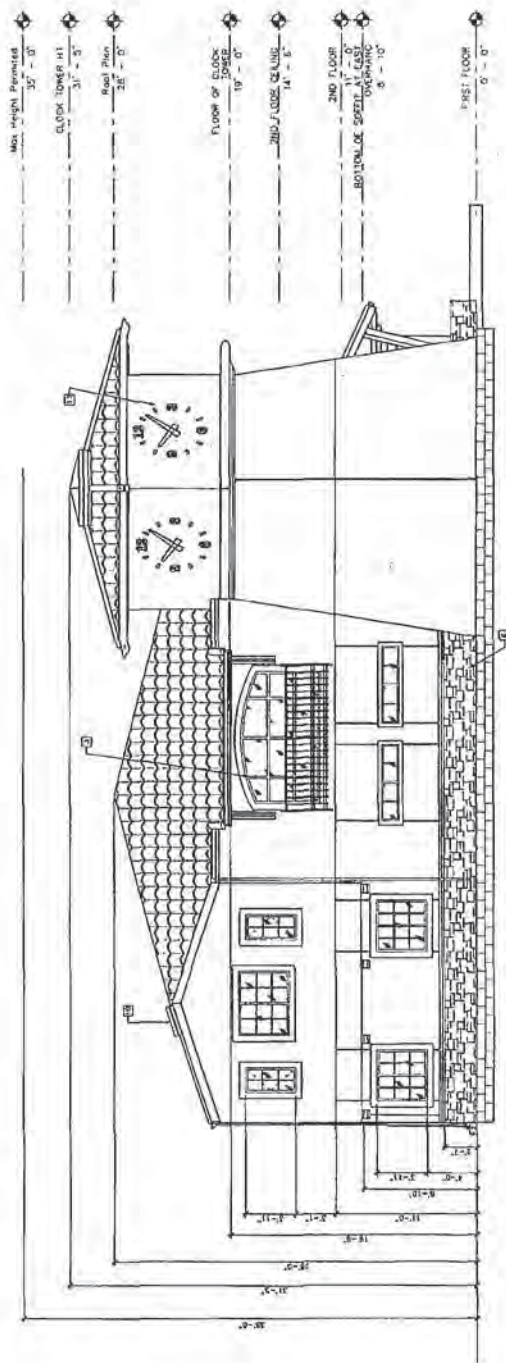
A7.0

ELEVATION NOTES

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SOUTH ELEVATION



NORTH ELEVATION

C.Notice of Exemption

NOTICE OF EXEMPTION

Project Description:

Planning & Zoning Permit Nos. 11-540-02 (Planned Development), 11-610-03 (Annexation), and 11-570-02 (Prezoning): a request to replace the existing structure located at 2991 Ventura Boulevard with a two-story office building and 24-space parking lot for employees and fleet vehicles; annexations to the City of Oxnard, Calleguas Municipal Water District, and Metropolitan Water District and detachment from the County of Ventura; and prezoning to General Commercial (C-2). Filed by Brock Dewey, Dewey Pest Control, c/o Harry Heady, 8495 Garden Street, Alta Loma, CA, 91701.

Finding:

The Planning Division of the Development Services Department of the City of Oxnard has reviewed the above proposed project and found it to be exempt from the provisions of the California Environmental Quality Act (CEQA).

- ☐ Ministerial Project
- ☒ Categorical Exemptions, §15302 (New Construction Of Limited Small New Facilities or Structures), §15303 (New Construction of Small Structures), and §15319 (Annexation of Individual Small Parcels Exempted by §15303)
- ☐ Statutory Exemption
- ☐ Emergency Project
- ☐ Quick Disapproval [CEQA Guidelines §15270]
- ☐ No Possibility of Significant Effect [CEQA Guidelines §15061(b)(3)]

Supporting Reasons: In accordance with CEQA Guidelines, projects involving “replacement or reconstruction of existing structures or facilities on the same site having substantially the same purpose and capacity” (§15302), “new construction of limited small new facilities or structures...not exceeding 10,000 square feet in floor area on sites zoned for such use...where all necessary public services and facilities are available” (§15303), and annexation of individual small parcels of the minimum size for facilities exempted by Section 15303” (§15319) may be found to be exempt from the requirements of the CEQA.

This proposal replaces the existing one-story 800-sf office structure with a two-story, 5,800 sf office and dispatch building and adds parking and landscaping, with commercial operations remaining at about the same level, and annexation and prezoning. Therefore, staff has determined that there is no substantial evidence that the project may have a significant effect on the environment of CEQA, projects involving the new construction of small structures may be found

to be exempt from environmental review. The project developer would remove their existing small office building and replace it with a two-story office building and improve the site with landscaping and paved parking. Public services and utilities are available to the parcel, or reasonably foreseeable by the time the new building is completed. There is no substantial evidence that the project may have a potentially significant effect on the environment. Therefore, staff has determined that the project qualifies for exemption.

(Date)

Ashley Golden
Interim Planning Division Manager

D.Garden Acres MWC Will Serve Letter

August 21, 2013

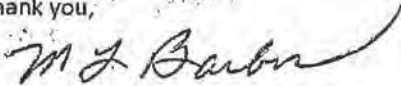
Harry J. Heady
President
Heady Design & Associates

Dear Mr. Heady,

Please be advised that Dewey Pest Control is currently being served potable water from our water company Garden Acres Mutual Water Company. We will continue to provide water for as long as it is necessary.

Please don't hesitate to contact me with any questions.

Thank you,



Mike Barber
President
Garden Acres Mutual Water Company

E. Resolutions

Planned Development PZ 11-540-02
Annexation and PreZoning Recommendation

RESOLUTION NO. 2014 – [PZ 11-540-02]

A RESOLUTION OF THE PLANNING COMMISSION OF THE CITY OF OXNARD APPROVING PLANNING AND ZONING PERMIT NO. 11-540-02 (PLANNED DEVELOPMENT), TO ALLOW COMMERCIAL REDEVELOPMENT AT 2991 VENTURA BOULEVARD (APN149-082-030), SUBJECT TO CERTAIN FINDINGS AND CONDITIONS. FILED BY DEWEY PEST CONTROL, C/O HARRY HEADY, 8495 GARDEN STREET, ALTA LOMA, CA, 91701.

WHEREAS, the Planning Commission of the City of Oxnard has considered an application for Planning and Zoning Permit No. 11-540-02, filed by Dewey Pest Control, in accordance with Section 16-530 through 16-553 of the Oxnard City Code; and

WHEREAS, Sections 15302, 15303, and 15319 of Title 14 of the California Code of Regulations exempt the project and annexations and rezoning from the requirement for the preparation of environmental documents imposed by the State California Environmental Quality Act; and

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

1. The proposed use is in conformance with the 2030 General Plan and other adopted policies of the City of Oxnard.
2. The proposed use will not adversely affect or be materially detrimental to the adjacent uses, buildings or structures or to the public health, safety or general welfare.
3. The site for the proposed use is adequate in size and shape to accommodate the setbacks, parking, landscaping, and other City standards except as may be specifically excepted by the special findings and conditions of this resolution.
4. The site for the proposed use will be served by streets and highways adequate in width and structure to carry the kind and quantity of traffic such use will generate.
5. The site for the proposed use will be provided with adequate sewerage, water, fire protection and storm drainage facilities;

WHEREAS, Section 16-641(B) allows the Planning Commission to approve other than perpendicular and/or diagonal finger planters and the landscape plan includes equivalent landscaped area and trees compared to the template finger planter standard; and

WHEREAS, Section 16-644(B)(1) allows the Planning Commission to modify loading zone requirements, the project proposes a loading zone approximately 20 by 30 feet located in front of fleet vehicle parking spaces, and the Planning Commission finds that the decrease in area and location are acceptable under special site constraint circumstances and nature of use; and

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

NOW, THEREFORE, BE IT RESOLVED that the Planning Commission of the City of Oxnard hereby approves this permit subject to the following conditions. The decision of the Planning Commission is final unless appealed in accordance with the provisions of Section 16-545 of the Oxnard City Code.

STANDARD CONDITIONS OF APPROVAL FOR LAND USE PERMITS

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

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

GENERAL PROJECT CONDITIONS

1. This permit is granted for the property described in the application on file with the Planning Division, and may not be transferred from one property to another. (PL, *G-1*).
2. This permit is granted for the plans dated May 14, 2013, ("the plans") on file with the Planning Division. The project shall conform to the plans, except as otherwise specified in these conditions, or unless a minor modification to the plans is approved by the Planning and Environmental Services Manager ("Planning Manager") or a major modification to the plans is approved by the Planning Commission. A minor modification may be granted for minimal changes or increases in the extent of use or size of structures or of the design, materials or colors of structures or masonry walls. A major modification shall be required for substantial changes or increases in such items. (PL, *G-2*)

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3. All required off-site and on-site improvements for the project, including structures, paving, and landscaping, shall be completed prior to occupancy unless the Development Services Manager allows Developer to provide security or an executed agreement approved by the City Attorney to ensure completion of such improvements. (DS, G-4)
4. By commencing any activity related to the project or using any structure authorized by this permit, Developer accepts all of the conditions and obligations imposed by this permit and waives any challenge to the validity of the conditions and obligations stated therein. (CA, G-5)
5. Any covenants, conditions, and restrictions (CC&Rs) applicable to the project property shall be consistent with the terms of this permit and the City Code. If there is a conflict between the CC&Rs and the City Code or this permit, the City Code or this permit shall prevail. (CA, G-7)
6. Developer shall complete the "Notice of Land Use Restrictions and Conditions" form, using the form provided by the City, for recording with the Ventura County Recorder. Before the City issues building permits, Developer shall submit the original completed, signed and notarized document, together with the required fees to the Planning Manager. (PL, G-8)
7. Developer shall provide off-street parking for the project, including the number of spaces, stall size, paving, striping, location, and access, as required by the City Code. (PL/B, G-9)
8. Before placing or constructing any signs on the project property, Developer shall obtain a sign permit from the City that complies with Section 16-595 to 16-16-160: existing signage shall be changed to conform to City Code prior to final Certificate of Occupancy. Except as provided in the sign permit, Developer may not change any signs on the project property. (PL/B, G-10)
9. Developer shall obtain a building permit for any new construction or modifications to structures, including interior modifications, authorized by this permit. (B, G-11)
10. Developer shall not permit any combustible refuse or other flammable materials to be burned on the project property. (FD, G-12)
11. Developer shall not permit any materials classified as flammable, combustible, radioactive, carcinogenic or otherwise potentially hazardous to human health to be handled, stored or used on the project property, except as provided in a permit issued by the Fire Chief. (FD, G-13)
12. If Developer, owner or tenant fails to comply with any of the conditions of this permit, the Developer, owner or tenant shall be subject to a civil fine pursuant to the City Code. (CA, G-14)
13. Prior to issuance of building permits, Developer shall correct all violations of the City Code existing on the project property for which the Code Compliance Division has open cases. (PL, G-15).

LANDSCAPE STANDARD CONDITIONS

14. Prior to submittal of landscape and irrigation plans, Developer shall obtain approval of the Planning Manager or designee of a plan showing on the project property all existing trees and identifying the trees to be saved, transplanted or removed. (PK, *PK-1*)
15. Prior to issuance of building permits or the proposed use is initiated, whichever comes first, Developer shall submit two copies of landscape and irrigation plans, along with the appropriate permit application and fees, to the Development Services Division and obtain approval of such plans. (PK/DS, *PK-2*)
16. Prior to issuance of a certificate of occupancy, Developer shall install landscape and automatic irrigation systems that have been approved by Parks and Facilities Superintendent. (PK, *PK-3*)
17. Developer shall properly maintain landscape planting and all irrigation systems as required by the City Code and as specified by this permit. Failure of Developer to do so may result in the revocation of this permit and initiation of legal proceedings against Developer to ensure compliance (PK, *PK-4*)
18. Prior to the issuance of a certificate of occupancy, Developer shall provide a watering schedule to the building owner or manager and to Planning Division or designee. The irrigation system shall include automatic rain shut-off devices, or instructions on how to override the irrigation system during rainy periods. (PK, *PK-5*)
19. At the time of planting, Developer shall provide at least 24-inch box size for all new trees planted on the subject property. All shrubs and vines planted under the subject permit by the Developer shall be at least five-gallon size, except as otherwise specified by this permit. (PK, *PK-6*)
20. Developer shall install an irrigation system that includes a water sensor shut off device as a water conservation measure. (PK, *PK-22*)
21. At time of submittal to the Building and Engineering Division for plan check, Developer's Landscape Architect or Architect shall provide the City with written confirmation that they have reviewed the civil engineering construction drawings and that the NPDES requirements are not in conflict with meeting the City's landscape requirements. (PK, *PK-23*)
22. Developer shall include a note on the Landscape Plans submitted to the Building and Engineering Division for a building permit that "All landscaping and irrigation comply with Ordinance No. 2822", which adopted the City of Oxnard Landscape Water Conservation Standards. (PK, *PK-24*)
23. At the time of Plan Check submittal, the landscape plans shall contain an exhibit titled "Tree Tabulation Chart". The Tree Tabulation Chart shall contain a listing of all existing trees on site and shall refer to them by number as identified in the Arborist's Tree Report. The Tree Tabulation Chart shall clearly list all trees to remain, be removed or transplanted. The Chart

shall contain the Arborist's economic appraisal value of each tree(s) removed as well as computations and calculations showing how the value of the removed tree(s) was put back into new tree sizes for the project that are in addition to meeting the City's minimum tree size of 24" box. (PK)

FIRE DEPARTMENT STANDARD CONDITIONS

24. Developer shall construct all vehicle access driveways on the project property to be at least 26 feet wide. Developer shall mark curbs adjacent to designated fire lanes in parking lots to prohibit stopping and parking in the fire lanes. Developer shall mark all designated fire lanes in accordance with the California Vehicle Code. (FD/B, *F-1*)
25. All roof covering materials on the project property shall be of non-combustible or fire retardant materials approved by the Fire Chief and in compliance with the City Code. (FD, *F-2*)
26. Before the City issues building permits, Developer shall obtain the Fire Chief's approval of a plan to ensure fire equipment access and the availability of water for fire combat operations to all areas of the project property. The Fire Chief shall determine whether or not the plan provides adequate fire protection. (FD/DS, *F-3*)
27. At Developer's expense, Developer shall obtain two certified fire flow tests for the project property. The first test shall be completed before City approval of building plans and the second shall be completed after construction and prior to the issuance of a certificate of occupancy. A mechanical, civil, or fire protection engineer must certify the tests. Developer shall obtain permits for the tests from the Engineering Division. Developer shall send the results of the tests to the Fire Chief and the City Engineer. (FD/DS, *F-4*)
28. All structures on the project property shall conform to the minimum standards prescribed in Title 19 of the California Code of Regulations. (FD, *F-5*)
29. The project shall meet the minimum requirements of the "Fire Protection Planning Guide" published by the Fire Department. (FD, *F-6*)
30. Developer shall identify all hydrants, standpipes and other fire protection equipment on the project property as required by the Fire Chief. (FD, *F-8*)
31. Developer shall provide central station monitoring of the fire sprinkler system and all control valves. (FD, *F-10*)
32. The turning radius of all project property driveways and turnaround areas used for emergency access shall be a minimum of 48 feet outside diameter for a semi-trailer. (FD, *F-11*)
33. Developer shall provide automatic fire sprinklers as required by the City Code and shall contact the Fire Chief to ascertain the location of all connections. (FD, *F-12*)

34. Developer shall comply with Certified Unified Program Agency (CUPA) requirements regarding the storage, handling and generation of hazardous materials or waste. Prior to the issuance of building permits, Developer shall contact the CUPA division of the Fire Department to ensure that such requirements are followed. (FD, *F-16*)
35. Developer shall install a carbon monoxide detector on each level of the residence in accordance with the manufacturer's specifications. The detector shall be hardwired with a battery backup. (FD, *F-17*)

FIRE DEPARTMENT SPECIAL CONDITIONS

36. Before the city issues a certificate of occupancy, the developer shall install a Knox key vault at a location to be determined by the Fire Department.
37. Developer shall ensure Fire Department access through man-gates, either by Knox lock devices or other Fire Department approved means.

PLANNING DIVISION STANDARD CONDITIONS

38. Plans submitted by Developer with building permit applications shall show on the building elevation sheets all exterior building materials and colors, including product and finish manufacturer name, color name and number, and surface finish type (such as: stucco with sand finish, plaster with smooth finish) to be used in construction. (PL/B, *PL-1*)
39. Any application for a minor modification to the project shall be accompanied by four copies of plans reflecting the requested modification, together with applicable processing fees. (PL, *PL-2*)
40. Before the City issues building permits, Developer shall include a reproduction of all conditions of this permit as adopted by resolution of the Planning Commission and/or the City Council in all sets of construction documents and specifications for the project. (PL, *PL-3*)
41. Developer acknowledges that because of population limitations placed on the City by the Air Quality Management Program, approval of this permit does not guarantee that the City will issue building permits. The City's issuance of building permits may be delayed as a result of implementation of an air quality plan. (PL, *PL-5*)
42. Developer may not modify any use approved by this permit unless the Planning Division Manager determines that Developer has provided the parking required by the City Code for the modified use. (PL, *PL-7*)
43. During the plan check review process, the Developer shall provide a lighting plan that provides design details (light standards, bollards, wall mounted packs, etc.) and illumination site information within alleyways, pathways, streetscapes, and open spaces proposed throughout the development. An electrical engineer shall prepare the site lighting plan demonstrating that

adequate lighting ranges will be provided throughout the development without creating light spillover, light pollution, or conflicts with surrounding factors such as tree locations, off-site or adjacent lighting. (PL)

44. Prior to issuance of building permits, Developer shall demonstrate that light standards illustrated on conceptual lighting plan do not conflict with tree locations. Developer shall submit a plan showing both the lighting and landscape on the same sheet.
45. Project on-site lighting shall be of a type and in a location that does not constitute a hazard to vehicular traffic, either on private property or on adjoining streets. To prevent damage from vehicles, standards in parking areas shall be mounted on reinforced concrete pedestals or otherwise protected. Developer shall recess or conceal under-canopy lighting elements so as not to be directly visible from a public street. Developer shall submit a lighting plan showing standard heights and light materials for design review and approval of the Planning Division Manager. (PL/B, PL-8)
46. In order to minimize light and glare on the project property, all parking lot and exterior structure light fixtures shall be high cut-off type that divert lighting downward onto the property and shall not cast light on any adjacent property or roadway. (PL, PL-9)
47. During construction, Developer shall water the area to be graded or excavated prior to commencement of grading or excavation operations. Such application of water shall be at least twice per day and shall penetrate sufficiently to minimize fugitive dust during grading activities. (B/DS, PL-11)
48. During construction, Developer shall control dust by the following activities:
 - a. All trucks hauling graded or excavated material offsite shall be required to cover their loads as required by California Vehicle Code section 23114, with special attention to sub sections 23114(b)(2)(F), (e)(2) and (e)(4) as amended, regarding the prevention of such material spilling onto public streets and roads.
 - b. All graded and excavated material, exposed soils areas, and active portions of the construction site, including unpaved onsite roadways, shall be treated to prevent fugitive dust. Treatment shall include, but not necessarily be limited to, periodic watering, application of environmentally-safe soil stabilization materials, and/or roll-compaction as appropriate. Watering shall be done as often as necessary and reclaimed water shall be used whenever possible. (B/DS, PL-12)
49. Developer shall provide for dust control at all times during project property preparation and construction activities. (B/DS, PL-13)
50. Because of water limitations placed upon the City by its water providers, approval of this permit does not guarantee that the City will issue building permits. Issuance of building permits may be delayed as a result of implementation of a water conservation or allocation plan. (PL, PL-15)

51. Prior to issuance of building permits, Developer shall pay a document imaging fee for the planning files in an amount calculated by planning staff at the time of building permit review based on fees then in effect. (PL/B, *PL-16*).
52. Developer shall participate in the City's Public Art Program by paying the Public Art fee prior to issuance of building permits, in accordance with City Council Resolution No. 14,124. (PL, *PL-50*)
53. Developer shall recess or screen roof heating and cooling systems and other exterior mechanical equipment from adjoining property and public streets, as required by this permit. Plumbing vents, ducts and other appurtenances protruding from the roof of structures shall be placed so that they will not be visible from the front of the property or other major public vantage points. Developer shall include a note on the construction plumbing drawings of exterior elevations to indicate to contractors that roof features shall be grouped and located in the described manner. Roof vents shall be shown on construction drawings and painted to match roof material color. (PL/B, *PL-41*)
54. Developer shall install all roof and building drainpipes and downspouts inside building elements. These items shall not be visible on any exterior building elevations. (PL, *PL-42*)
55. For any exterior utility meter panels, Developer shall paint such panels to match the structure upon which it is located. Such panels shall be located to take advantage of screening (e.g. landscaping or other building elements) from public right-of-ways, to the maximum extent feasible. (PL, *PL-43*)
56. Prior to issuance of a certificate of occupancy, Developer shall remove all construction materials and vehicles from the subject property. (PL/B, *PL-47*)
57. Developer shall stripe loading zone area placed for loading and unloading activities only and post to prohibit storage or other non-loading activity within the loading zone. (PL/B, *PL-49*)

PLANNING DIVISION SPECIAL CONDITIONS

58. Developer shall remove any and all graffiti from the project premises, including but not limited to graffiti within the building, such as in restrooms or fitting rooms, within 24 hours of its appearance. The surface of such affected areas shall be matched to blend in with the underlying colors and/or design, and shall not look like a paint patch. (PL)
59. Before the City issues building permits, Developer shall provide a Graffiti Deterrent Plan, subject to the approval the Planning Division Manager. Such plan shall include such elements as clear film on windows and/or mirrors, as well as washable paint and sealers on the building and perimeter walls. (PL)
60. This permit is granted subject to the annexation (PZ 11-610-03) of the project property to the City of Oxnard. (PL)

61. This permit is granted subject to the approval of a prezone change (PZ11-570-02) for the project property. (PL)
62. Developer shall ensure that all construction equipment is maintained and tuned to recommended manufacture's specifications. (PL)
63. At all times during construction activities, Developer shall minimize the area disturbed by clearing, grading, earth moving, or excavation operations to prevent excessive amounts of dust. (PL)
64. During periods of high winds (i.e. wind speed sufficient to cause fugitive dust to impact adjacent properties), Developer shall cease all clearing, grading, earth moving, and excavation operations to prevent fugitive dust from being a nuisance or creating a hazard, either onsite or offsite. (PL)
65. The Permittee shall comply with the provisions of applicable VCAPCD Rules and Regulations, which include but are not limited to, Rule 50 (Opacity), Rule 51 (Nuisance), Rule 55 (Fugitive Dust), and Rule 55.1 (Removal of Visible Roadway Accumulations). (PL)
66. Prior to issuance of demolition permits for any structure on the site, Developer shall provide evidence of notifying the Air Pollution Control District of such demolition. Demolition and/or renovation activities shall be conducted in compliance with APDC regularities regarding Asbestos (Rule 63.7). (PL)
67. Developer shall mitigate air quality emissions associated with development of the subject site through a contribution to the City's Transportation Demand Management (TDM) program. Such fee shall be calculated at the time of building permit issuance in accordance with the Ventura County Air Quality Assessment Guidelines, as amended. Such fee shall be collected in full prior to building permit issuance. (PL)
68. Prior to grading permit approval, Developer shall include on the grading plans a reproduction of all conditions of this permit pertaining to dust control requirements. (PL)
69. Developer shall contract with a qualified archaeologist to conduct a Phase I cultural resources survey of the project site prior to issuance of any grading permits. The survey shall include: (1) an archaeological and historical records search through the California Historical Resources Information System at CalState Fullerton; and (2) a field inspection of the project site. Upon completion, the Phase I survey report shall be submitted to the Planning Division for compliance verification. A copy of the contract for these services shall be submitted to the Planning Division Manager for review and approval prior to initiation of the Phase I activities.

The contract shall include provisions in case any cultural resources are discovered onsite. In the event that any historic or prehistoric cultural resources are discovered, work in the vicinity of the find shall be halted immediately. The archaeologist shall evaluate the discovery and determine the necessary mitigations for successful compliance with all applicable regulations.

Developer or its successor in interest shall be responsible for paying all salaries, fees and the cost of any future mitigation resulting from the survey. (PL)

70. Developer shall contract with a Native American monitor to be present during subsurface grading, trenching or construction activities of more than eight feet below the surface on the project site. The monitor shall provide a final report to the Planning Division summarizing the activities during the project. A copy of the contract for these services shall be submitted to the Planning Division Manager for review and approval prior to issuance of any grading permits. The monitoring report(s) shall be provided to the Planning Division prior to approval of final building permit signature. (PL)

ENVIRONMENTAL RESOURCES DIVISION

71. To ensure that solid waste generated by the project is diverted from the landfill and reduced, reused or recycled, Developer shall complete and submit a "City of Oxnard C&D Environmental Resources Management & Recycling Plan" ("Plan") to the City for review and approval. The Plan shall provide that at least 50% of the waste generated on the project be diverted from the landfill. The Plan shall include the entire project area, even if tenants are pursuing or will pursue independent programs. The Plan shall be submitted to and approved by the Environmental Resources Division prior to issuance of a building permit. The Plan shall include the following information: material type to be recycled, reused, salvaged or disposed; estimated quantities to be processed; management method used; destination of material including the hauler name and facility location. Developer shall use the Plan form. (ER)
72. Developer shall follow the approved "City of Oxnard C&D Environmental Resources Management & Recycling Plan" and provide for the collection, recycling, and/or reuse of materials (i.e., concrete, wood, metal, cardboard, green waste, etc.) and document results during construction and/or demolition of the proposed project. After completion of demolition and/or construction, Developer shall complete and submit the "City of Oxnard C&D Environmental Resources Management & Recycling Report For Work Completed" ("Work Completed Report") and provide legible copies of weight tickets, receipts, or invoices for materials sent to disposal or reuse/recycling facilities. For other discarded or salvaged materials, Developer shall provide documentation, on the disposal facility's letterhead, identifying where the materials were taken, type of materials, and tons or cubic yards disposed, recycled or reused, and the project generating the discarded materials. Developer shall submit and obtain approval of the Work Completed Report prior to issuance of a certificate of occupancy. (ER)
73. Developer shall arrange for materials collection during construction, demolition, and occupancy with the City's Environmental Resources Division or Developer shall arrange for self-hauling to an authorized facility. (ER)
74. Developer shall make provisions to divert at least 50% of the waste material generated during occupancy through source reduction, recycling, reuse, and green waste programs. Developer

shall complete and submit a "City of Oxnard C&D Environmental Resources Management & Recycling Occupancy Plan" ("Occupancy Plan") to the City's Environmental Resources Division. An Occupancy Plan must be submitted and approved prior to issuance of a certificate of occupancy. A "City of Oxnard C&D Environmental Resources Management & Recycling Occupancy Report" shall be submitted to the Environmental Resources Division annually on the anniversary date of the certificate of occupancy for approval. (ER)

75. Developer shall dispose of sewage and solid waste from the project by City's wastewater and solid waste systems in a manner approved by the City Engineer. (ER)

DEVELOPMENT SERVICES DIVISION STANDARD CONDITIONS

76. Developer shall pay plan check and processing fees in effect at the time of construction plan submittal and shall pay development fees, encroachment permit fees, and other applicable fees in effect at the time the City issues building permits. (DS-1)
77. Developer's Engineer shall design parking lot structural sections based on an analysis of the soils R-value and a traffic index (T.I.) approved by the City Engineer. The minimum structural section for parking lots is two inches of asphalt on four inches of base material. Developer shall show the proposed structural section on the site improvement plans. (DS-2)
78. Developer shall have the site improvement plans prepared on standard Development Services Division mylars by a civil engineer licensed in the State of California. The plans shall incorporate recommendations from soil engineering and geology reports. Prior to issuance of a grading permit, improvement plans must be approved by the City Engineer and the original ink-on-mylar plans filed with the Development Services Division. (DS-3)
79. Developer shall submit improvement plans and drainage calculations that demonstrate that storm drainage from the project property and all upstream areas will be safely conveyed to an approved drainage facility. The design and conveyance route shall be compatible with the City's Master Plan of Drainage and shall be approved by the City Engineer prior to approval of improvement plans. (DS-4)
80. Developer shall protect building pads from inundation during a 100-year storm. (DS-5)
81. Developer shall remove and replace all improvements that are damaged during construction. (DS-6)
82. Before connecting the project to existing sewer and water service laterals, Developer shall arrange for City staff to inspect such facilities. Developer shall make such repairs to such facilities as City staff determines to be necessary. Developer shall bring all existing water services into compliance with City standards. (DS-7)
83. Curb cut widths and design shall conform to City ordinances, standards, and policies in effect at the time City issues an encroachment permit. (DS-9)

84. If the existing sewer lateral is larger than four inches in diameter, Developer's site improvement plans shall include an on-site sewer plan. (DS-10)
85. Where a separate loop or terminal line is required for water mains, fire hydrants or fire sprinkler systems, Developer's site improvement plans shall include an on-site water plan. (DS-11)
86. Developer shall place existing overhead utility lines on and adjacent to the project underground in accordance with City ordinances in effect at the time City issues a site improvement permit. Before issuance of a site improvement permit, Developer shall post security satisfactory to the Finance Director guaranteeing utility relocation. (DS-13)
87. Developer shall enter into an agreement, approved as to form by the City Attorney, to install and construct all public improvements required by this permit and by the City Code and shall post security satisfactory to the Finance Director, guaranteeing the installation and construction of all required improvements within the time period specified in the agreement or any approved time extension. (DS-14)
88. A civil engineer licensed in the State of California shall prepare the public improvement plans and documents for this project in accordance with City standards and shall submit all such plans to the City Engineer. Such plans and documents shall include, but not be limited to, grading, street, drainage, sewer, water and other appurtenant improvement plans; a master utility plan showing the layout and location of all on-site and off-site utility improvements that serve the project; construction cost estimates, soils reports, and all pertinent engineering design calculations. City will not accept an application for the final map or parcel map for the project or issue a grading, site improvement or building permit until the City Engineer has approved all improvement plans. (DS-15)
89. Prior to issuance of a site improvement permit, Developer shall provide to the Development Services Division a compact Disc (CD) containing digital copies of the final subdivision map, address map, and civil improvements drawings in DWG format. Prior to improvement bond release, Developer shall provide an updated CD containing all changes that occur during construction. (DS-16)
90. Developer shall provide all necessary easements for streets, highways, alleys, sidewalks, breezeways, parkways, landscaping, utilities, drainage facilities, and other improvements as required by City. If such easements cannot be obtained from the property owner by negotiation, City may acquire them at the expense of Developer by exercise of the power of eminent domain. Developer shall bear all costs of eminent domain proceedings, including appraisal, acquisition, attorney's fees, and court costs. Before City issues a site improvement permit, Developer shall dedicate all required easements to City. (DS-19)
91. Developer shall remove graffiti from the project, including graffiti on offsite public infrastructure under construction by Developer, within 24 hours of its appearance. The surface

- of such affected areas shall be matched to blend in with the underlying colors and/or design, and shall not look like a paint patch. If Developer fails to remove graffiti in accordance with this condition, the City may at the discretion of the Development Services Manager issue a stop work order until such time as the graffiti is removed. (DS-20)
92. The conditions of this resolution shall prevail over all omissions, conflicting notations, specifications, dimensions, typical sections, and the like, that may or may not be shown on the improvement plans. (DS-21)
93. Developer shall pay the cost of all inspections of on-site and off-site improvements. (DS-22)
94. Developer shall be responsible for all project-related actions of Developer's employees, contractors, subcontractors, and agents until City accepts the improvements. (DS-23)
95. Prior to beginning construction, Developer shall designate in writing an authorized agent who shall have complete authority to represent and to act for Developer. The authorized agent shall be present at the work site whenever work is in progress. Developer or the authorized agent shall make arrangements acceptable to City for any emergency work. When City gives orders to the authorized agent to do work required for the convenience and safety of the general public because of inclement weather or any other cause, and the orders are not immediately acted upon by the authorized agent, City may do or have such work done by others at Developer's expense. (DS-24)
96. "Standard Specifications for Public Works Construction," latest edition, and any modifications thereto by City, and City of Oxnard Standard Land Development Specifications and all applicable City Standard Plans, shall be the project specifications, except as noted otherwise on the approved improvement plans. City reserves the right to upgrade, add to, or revise these specifications and plans and all other City ordinances, policies, and standards. If the improvements required of this project are not completed within 12 months from the date of City's approval of the improvement plans, Developer shall comply with and conform to any and all upgraded, additional or revised specifications, plans, ordinances, policies and standards. (DS-27)
97. Developer shall retain a Civil Engineer licensed in the State of California to ensure that the construction work conforms to the approved improvement plans and specifications and to provide certified "as-built" plans after project completion. Developer's submittal of the certified "as-built" plans is a condition of City's final acceptance of the project. (DS-29)
98. All grading shall conform to City's grading ordinance and any recommendations of Developer's soils engineer that have been approved by the City Engineer. Developer shall conform to all applicable notes specified on the site improvement/grading plan cover sheet and grading permit. (DS-30)
99. In order to mitigate any potential flooding or erosion affecting adjacent properties and public rights-of-way, Developer shall construct required drainage facilities concurrently with the

rough grading operations, or with prior approval of the City Engineer, provide interim drainage improvements on a temporary basis. (DS-31)

100. Prior to issuance of a site improvement permit, Developer shall provide to the City Engineer easements or written consents from all affected landowners for any diversion of historical flows or change in drainage conditions caused by the project, as evidence that such landowners accept any additional water flowing over their property. (DS-36)
101. Prior to issuance of building permits, Developer shall present to the City Engineer a "Proof of Payment - Authorization for Building Permits" form issued by the Calleguas Municipal Water District. (DS-44)
102. Developer shall install City approved backflow prevention devices for water connections if so ordered by the City Engineer. (DS-45)
103. Prior to designing the water system for the project, Developer shall have a certified fire flow test performed to determine existing water pressure and flow characteristics. The water system shall be designed to allow for a 10 psi drop in the static water pressure measured during the fire flow test. After construction and before City issues a certificate of occupancy, the City Engineer may require a second test. Before performing the tests, Developer shall obtain permits from the City Engineer. Developer shall have all tests certified by a mechanical, civil, or fire protection engineer and provide written results of all tests to the City Engineer. (DS-47)
104. Street and road improvements shall conform to City standards and policies. Improvements shall include upgrading of existing pavement along the project frontage to City standards by removing and replacing or overlaying, as directed by the City Engineer. (DS-51)
105. Developer shall improve all streets, alleys, sidewalks, curbs, and gutters adjacent to the project in accordance with City standards, as necessary to provide safe vertical and horizontal transitions. (DS-52)
106. Developer shall provide soils reports, "R" value tests, and compaction tests for all streets. Determination of the actual structural sections shall be based on City's design procedure, applying the appropriate traffic index specified in City standards. (DS-53)
107. Developer shall submit a landscape irrigation plan prepared by a licensed professional, showing proper water meter size, backflow prevention devices, and cross-connection control. (DS-59)
108. Developer shall be responsible for and bear the cost of replacement of all existing survey monumentation (e.g., property corners) disturbed or destroyed during construction, and shall file appropriate records with the Ventura County Surveyor's Office. (DS-64)
109. Developer shall provide adequate vehicle sight distance as specified by CalTrans specifications at all driveways and intersections. (TR-71)

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

STORMWATER QUALITY CONDITIONS

111. Using forms provided by the Development Services Division, Developer shall submit a stormwater quality control measures maintenance program ("the Program") for this project. If the BMPs implemented with this project include proprietary products that require regular replacement and/or cleaning, Developer shall provide proof of a contract with an entity qualified to provide such periodic maintenance. The property owner is responsible for the long-term maintenance and operation of all BMPs included in the project design. Upon request by City, property owner shall provide written proof of ongoing BMP maintenance operations. No grading or building permit shall be issued until the Development Services Manager approves the Program and Developer provides an executed copy for recordation. (DS-82)
112. Developer shall clean on-site storm drains at least twice a year; once immediately before the first of October (the beginning of the rainy season) and once in January. The City Engineer may require additional cleaning. (DS-83)
113. Developer shall maintain parking lots free of litter and debris. Developer shall sweep sidewalks, drive aisles, and parking lots regularly to prevent the accumulation of litter and debris. When swept or cleaned, debris must be trapped and collected to prevent entry into the storm drain system. Developer may not discharge any cleaning agent into the storm drain system. (DS-84)
114. Prior to issuance of a certificate of occupancy, on-site storm drain inlets shall be labeled "Don't Dump - Drains to Ocean" in accordance with City standards. Before City issues a site improvement permit, the requirement to label storm drain inlets shall be shown on the civil engineering plans. (DS-85)
115. Developer shall pay to the County of Ventura a road mitigation fee in accordance with the agreement between the City and the County of Ventura. Proof of payment shall be provided to the Development Services Division prior to issuance of a building permit. (DS-105)

SPECIAL CONDITIONS:

119. Developer shall widen and improve Almond Drive to provide an 18 foot centerline to curb width with a 6 foot wide sidewalk along the project frontage with a transition (as approved by the City Engineer) to approximately 20 feet near the intersection with Ventura Boulevard to match existing curb return location. (DS)

120. Developer's improvement plans shall include street cross-sections at 50-foot intervals along Almond Drive demonstrating that street cross-slope complies with City design standards. (DS)
121. Developer shall alter proposed onsite improvements (drainage, landscaping, etc.) adjacent to Ventura Boulevard to coordinate with recent City improvements along the frontage. (DS)
122. Prior to issuance of a site improvement permit, Developer shall dedicate right-of-way to the City that encompasses all roadway improvements (to back of sidewalk) along the project street frontages. (DS)
123. Developer shall construct the proposed southerly driveway on Almond Drive in accordance with City standard plate 115, section A-A, modified to Y=3 feet and a rear flat section 4 feet wide in lieu of the 5 feet specified. (DS)
124. Developer shall re-construct the existing Almond Drive driveway entrance at the northerly property line (serving the project exit and adjacent neighbor) in accordance with City standard plate 115, section A-A, modified to Y=3 feet and a rear flat section 4 feet wide in lieu of the 5 feet specified. This driveway shall be designed to provide a minimum driveway width of 20 feet for the first 50 feet measured from the existing Almond Drive right-of-way line. (DS)
125. Prior to issuance of a grading/site improvement permit, Developer shall provide proof of annexation of the property into the City and Calleguas Water District and detachment from the existing Mutual Water System. (DS)
126. Before issuance of the final Certificate of Occupancy, Developer shall relocate water meters and fire sprinkler connections to the Ventura Boulevard frontage and obtain all water service from City waterlines. (DS)
127. Developer acknowledges that the City does not guarantee the availability of water in the Ventura Blvd. 12-inch main. Until and unless water is available in the Ventura Blvd main, Developer may continue to receive water from the existing or relocated connection with Garden Acres MWC for landscaping and service to the existing structure that may remain as an interim office use pending completion of the entire project.
128. Prior to issuance of a grading/site improvement permit, Developer shall provide a will serve letter along with evidence of issuance of an encroachment permit for connection to the non-city sewer system. (DS)
129. The issuance of the first building permit for the two story structure shall require the City Public Works Director to confirm that a water main loop under the 101 Freeway is expected to be installed by the City, tested, and operational prior to the completion and occupancy of the new two-story building. Developer may complete the two-story structure up to six months prior to the completion of the water main loop under the 101 Freeway and successful charging of the Ventura Blvd water line only with Oxnard Fire Department approval and/or conditions.

130. Prior to issuance of a grading/site improvement permit, Developer shall provide calculations demonstrating that required fire flow standards can be provided to the project from the Ventura Blvd. main line assuming the main loop under the 101 Freeway is completed and operational. (DS)
131. Developer shall provide proof of encroachment permits or similar construction approval documents for connections to non-city utility systems, construction within adjacent private property, or other circumstances that affect the rights of others. (DS)
132. Developer shall re-orient trash enclosure doors to open to the east or shall obtain approval from the Refuse Superintendent for the proposed orientation. The enclosure shall be sized in accordance with one of the approved City standard trash enclosure plates. (DS)
133. Developer shall design project to minimize degradation of stormwater quality by complying with the applicable sections of the Los Angeles Regional Water Quality Control Board's municipal separate storm sewer system ("MS4") permit (Order R4-2010-0108 and any revisions) for new development and redevelopment projects. Developer shall submit stormwater quality calculations and associated construction plans demonstrating compliance with the MS4 permit. Calculations shall generally be organized to follow the steps outlined in Chapter 2 of the 2011 Technical Guidance Manual for Stormwater Control Measures ("2011 TGM"). (DS)
134. Prior to issuance of a grading permit or commencement of any clearing, grading or excavation, Developer shall prepare a Local Stormwater Pollution Prevention Plan ("Local SWPPP"). The Local SWPPP shall be developed and implemented in accordance with requirements of the Ventura Countywide MS4 Permit. The Local SWPPP shall be approved by the City Engineer prior to issuance of a site improvement/grading permit. Developer shall keep the Local SWPPP updated to reflect current site conditions and a copy of the Local SWPPP shall be kept onsite and available for City or designated representative to review upon request. (DS)
135. Developer shall design the site grading to minimize or eliminate stormwater from impervious surfaces leaving the site at driveways without stormwater quality treatment. (DS)
136. Developer shall include 2011 TGM compliant pre-treatment for all infiltration based stormwater quality devices. Pre-treatment must effectively reduce sediment load entering the infiltration device to minimize occlusion of underlying soils and reduce long term maintenance requirements and thereby maintain the infiltration rate of the facility. Proprietary pre-treatment devices shall be designed to remove 80% of 50 micron particles and provide significant sediment storage. Typical catch basin insert devices do not provide the required sediment storage. Natural pre-treatment devices such as grass-filter swales designed in accordance with the 2011 TGM are approved pretreatment. (DS)
137. Developer's stormwater quality calculations shall include site specific analysis and recommendations from a geotechnical engineer, and if applicable, a landscape architect for design and implementation of stormwater infiltration devices. Geotechnical Engineering analysis and recommendations shall include, but not be limited to, determination of site soil

- infiltration rates, depth to permeable soil layers, methods to reach permeable soil layers, appropriate compaction rates, recommendations to enhance infiltration, methods (e.g. Pre-treatment) to minimize long-term occlusion of soil porosity and other requirements of the 2011 TGM. Landscape architectural recommendations shall include, but not be limited to, suggestions regarding appropriate vegetation and soil amendments for vegetated infiltration devices. Design plans shall implement approved design recommendations. Grading plans shall implement temporary fencing or other similar barriers to prevent compaction of the soil in the vicinity of infiltration based devices during construction (DS)
138. Developer shall design the grass swale filters in accordance with the 2011 TGM for Stormwater Quality Control Measures. Design calculations shall be included in the project drainage report. (DS)
 139. Developer's engineer shall submit written confirmation that they have reviewed the landscape construction drawings within landscape based stormwater quality best management practices ("BMP") and that the proposed landscaping conforms to 2011 TGM standards for such improvements. (DS)
 140. Developer shall provide a 6 inch minimum vertical drop between the flow line of the parking lot concrete gutter and the flow line of the grass swale filter at each location where stormwater enters a landscape based BMP. The transition between gutter flow line and swale flow line shall be constructed similar to a concrete ribbon gutter. (DS)
 141. Developer shall design site grading to provide a minimum two foot wide level area between the top or bottom of any slope steeper than 5 (H) to 1 (V) and a sidewalk, wall, fence, building or similar improvement. (DS)
 142. Developer shall install electric, cable, telephone, and similar utility service laterals underground in accordance with City ordinances in effect at the time City issues a building permit. Services shall be installed underground to the nearest suitable riser pole as determined by the appropriate utility service provider. All existing onsite utility poles solely serving this site shall be removed. (DS)
 143. Developer shall pay utility underground in-lieu fees in accordance with City Code. (DS)

Resolution No.
April 3, 2014
Page 19

PASSED AND ADOPTED by the Planning Commission of the City of Oxnard on this 3rd day of April, 2014, by the following vote:

AYES: Commissioners:

NOES: Commissioners:

ABSENT: Commissioners:

Chairman

ATTEST: _____
Ashley Golden, Secretary

RESOLUTION NO. 2014- [PZ 11-610-03]

A RESOLUTION OF THE PLANNING COMMISSION OF THE CITY OF OXNARD RECOMMENDING THAT THE CITY COUNCIL PROCEED WITH THE ANNEXATION OF THE PARCEL LOCATED AT 2991 EAST VENTURA BOULEVARD (APN 149-082-030) AND RECOMMENDING APPROVAL OF PRE-ZONING APPLICATION NO. 11-560-02 OF SAME PARCEL TO GENERAL COMMERCIAL PLANNED DEVELOPMENT (C-2-PD). FILED BY DEWEY PEST CONTROL, C/O HARRY HEADY, 8495 GARDEN STREET, ALTA LOMA, CA, 91701.

WHEREAS, the owners of the unincorporated parcel located at 2991 East Ventura Boulevard have filed Annexation Request No. PZ 11-610-03 to annex to the City of Oxnard (City), Calleguas Municipal Water District, and the Metropolitan Water District; and

WHEREAS, the proposed development cannot be permitted by the County of Ventura due to inadequate fire flow water pressure provided by the Garden Acres Mutual Water Company; and

WHEREAS, Annexation Request No. PZ 11-610-03 states the reasons for requesting annexation and describing the property and attaching a map thereof; and

WHEREAS, the City recently completed installation of a 12-inch water main in Ventura Boulevard that, when fully connected to the City's water system, is available to serve the property and the proposed development; and

WHEREAS, Ventura County Local Agency Formation Commission (LAFCo) policies 5.1.2 and 5.1.7 strongly direct properties seeking a city's utility services to request annexation to that city when the property is contiguous to the city limits.

WHEREAS, the subject parcel is contiguous to the boundary of the City of Oxnard on the parcel's west and south edges; and

WHEREAS, the owners have requested a concurrent pre-zoning of the property to C-2-PD (General Commercial Planned Development) consistent with the Oxnard 2030 General Plan land use designation of Commercial General; and

WHEREAS, the annexation and pre-zoning are found to be consistent with the 2030 General Plan; and

WHEREAS, Sections 15302, 15303, and 15319 of Title 14 of the California Code of Regulations exempt the project from the requirement for the preparation of environmental documents imposed by the State California Environmental Quality Act; and

WHEREAS, the Planning Commission of the City of Oxnard having held a public hearing, reviewed the request and map, and having studied the land use of the area, finds that:

1. The location and topography of the proposed annexation is within the natural area of development of the City of Oxnard and within the LAFCo Sphere of Influence that represents the probable future boundaries and service area of the City.
2. The proposed annexation is located within the City Urban Restriction Boundary established by the Save Open Space and Agricultural Resources uncodified ordinance and does not require voter approval for annexation.
3. The proposed annexation conforms in extent and purpose to the 2030 General Plan.

NOW, THEREFORE, BE IT RESOLVED that the Planning Commission of the City of Oxnard hereby recommends that the City Council proceed with Annexation No. PZ 11-610-03 and pre-zoning PZ 11-560-02 for the land comprising said annexation and that rezoning be established as C-2-PD as shown on "Exhibit A," attached hereto.

PASSED AND ADOPTED by the Planning Commission of the City of Oxnard on this 3rd day of April, 2014, by the following vote:

AYES:

NOES:

ABSENT:

Chairman

ATTEST: _____

Ashley Golden, Secretary

EXHIBIT A

CITY COUNCIL OF THE CITY OF OXNARD

ORDINANCE NO.

ORDINANCE OF THE CITY COUNCIL OF THE CITY OF OXNARD APPROVING PZ 11-560-02, TO PREZONE PROPERTY LOCATED AT 2991 EAST VENTURA BOULEVARD (APN 149-082-030) TO GENERAL COMMERCIAL PLANNED DEVELOPMENT (C-2-PD). FILED BY DEWEY PEST CONTROL, C/O HARRY HEADY, 8495 GARDEN STREET, ALTA LOMA, CA, 91701.

WHEREAS, the owners of the unincorporated parcel located at 2991 East Ventura Boulevard have filed Annexation Request No. PZ 11-610-03 to annex to the City of Oxnard (City), Calleguas Municipal Water District, and the Metropolitan Water District; and

WHEREAS, Annexation Request No. PZ 11-610-03 states the reasons for requesting annexation and describing the property and attaching a map thereof; and

WHEREAS, the owners have requested a concurrent pre-zoning of the property to C-2-PD (General Commercial Planned Development) consistent with the Oxnard 2030 General Plan land use designation of Commercial General; and

WHEREAS, on April 3, 2014, the Planning Commission of the City of Oxnard held a public hearing, reviewed the request, and recommended that the City Council approve the requested rezoning; and

WHEREAS, the City Council has carefully reviewed Planning Commission Resolution No. 2014-XX recommending approval of a rezoning for the subject property; and

WHEREAS, the City Council has held a public hearing and received and reviewed written and oral comments related to the proposed rezoning PZ No. 11-560-02; and

WHEREAS, the City Council finds after due study and deliberation that the public interest and general welfare require the adoption of PZ No. 11-560-02 and the rezoning to C-2-PD as shown on Exhibit A hereto; and

WHEREAS, the City Council finds that the rezoning is consistent with the 2030 General Plan; and

WHEREAS, Sections 15303 and 15319 of Title 14 of the California Code of Regulations exempt the project from the requirement for the preparation of environmental documents imposed by the State California Environmental Quality Act; and

WHEREAS, Applicants agree, as a condition of adoption of this resolution at each Applicant's own expense, to indemnify, defend, and hold harmless City and its agents, officers, and employees from and against any claim, action or proceeding to attack, review, set aside, void,

or annul the approval of this resolution or any proceedings, acts, or determination taken, done, or made prior thereto that were part of the approval process.

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

- Part 4. Zone Change No. 11-560-02 (Rezoning) is approved, as shown on the map attached hereto as Exhibit A and incorporated herein by reference.
- Part 5. Within fifteen days after passage, the City Clerk shall cause this ordinance to be published one time in a newspaper of general circulation, published and circulated in the City. Ordinance No. _____ was first read on _____, and finally adopted on _____, to become effective thirty days thereafter.

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

AYES:

NOES:

ABSENT:

Tim Flynn, Mayor

ATTEST:

Daniel Martinez, City Clerk

APPROVED AS TO FORM:

Stephen M. Fischer, Interim City Attorney

EXHIBIT A

Pre-Zoning



OXNARD
Oxnard Planning
March 4, 2014

PZ 11-540-02, 11-610-03, 11-570-02
Location: 2991 Ventura Bl
APN: 149008203
Dewey
0 50 100 200 300 400 Feet

Pre-Zoning



ATTACHMENT 4
PAGE 50 OF 50

CITY OF OXNARD PLANNING COMMISSION AGENDA

REGULAR MEETING
Council Chambers, 305 West Third Street
Thursday, April 3, 2014, 7:00 p.m.

- A. **ROLL CALL:** (Absent: Stewart)
- B. **PLEDGE OF ALLEGIANCE TO THE FLAG OF THE UNITED STATES**
- C. **ELECTION OF OFFICERS:**
Chair – Vincent Stewart
Vice-Chair – Sonny Okada
- D. **PUBLIC COMMENTS- On Items Not On The Agenda**

At this time, a person may address the Planning Commission on matters within the jurisdiction of the Planning Commission, including information/consent items and any item not appearing on the agenda. The Chair shall limit public comments to three (3) minutes. The Planning Commission cannot take action on any item presented during public comments that is not on the agenda and such item may only be referred to Commission Secretary. Persons wishing to speak on public hearing items should do so at the time of the public hearing.

- E. **READING OF AGENDA**
- F. **CONSENT AGENDA**

Items listed under the Consent Agenda may be enacted by one motion and one vote. If discussion is desired, an item may be removed from the Consent Agenda and will be considered individually.

- 1. **APPROVAL OF MINUTES** – December 5, 2013 Approved

- G. **CONTINUED PUBLIC HEARINGS**

- 1. **PLANNING AND ZONING PERMIT NOS. 11-540-02 (Planned Development), 11-610-03 (Annexation), and 11-570-02 (Prezoning):** a request to replace the existing structure located at 2991 Ventura Boulevard with a two-story office building and 20-space parking lot for employees and fleet vehicles, annexation to the City of Oxnard and Calleguas Municipal Water District, and prezoning to General Commercial (C-2). The proposed project is exempt from environmental review under Section 15303 of the State CEQA Guidelines. The Planning Commission's action on this request is a recommendation to the City Council. Filed by Brock Dewey, Dewey Pest Control, c/o Harry Heady, 8495 Garden Street, Alta Loma, CA, 91701.

In compliance with the Americans with Disabilities Act, if you need special assistance to participate in a meeting, you should contact the office of the City Clerk at 385-7803. Notification 72 hours prior to the meeting will enable the City to make reasonable arrangements to assure accessibility to the meeting.

PROJECT PLANNER: CHRIS WILLIAMSON**ACTION:** Approved. Reso 2014-01 (PD); 2014-02 (Annex); 2014-03 (Pre-Zoning)

2. PLANNING AND ZONING PERMIT NOS. 13-550-01 (Major Modification to 10-500-07-Special Use Permit) and 13-300-02 (Tentative Subdivision Map); a request to revise an approved tentative map (Tract No. 5877; PZ 10-300-03) to reduce the number of lots from 15 to 11 for future speculative retail/commercial uses. No changes are proposed to the site acreage, boundaries, or prior infrastructure improvements. Also, a request to modify an approved Special Use Permit to reduce the number of structures from 14 to 11; increase the total floor space from 53,016 sq. ft. to 53,950 sq. ft.; revise the: on-site circulation, parking lots, architectural design theme, landscape plan, and sign program. The project site is located at 3600 and 3700 West Fifth Street. There is no substantial evidence that the proposed project may have a significant effect on the environment, and an addendum to mitigated negative declaration (MND # 05-09) will be adopted. Filed by designated agent Richard Ridgway, on behalf of property owner Investec Real Estate, 200 E. Carrillo Street, Suite 200, Santa Barbara CA 93101.

PROJECT PLANNER: JUAN MARTINEZ**ACTION:** CONTINUED TO APRIL 17, 2014**H. NEW PUBLIC HEARINGS**

1. PLANNING AND ZONING NO. 13-520-02 (Special Use Permit), request to operate a church (Ministerio Internacional El Rey Jesus) with related offices and meeting rooms from a third floor of an existing medical office building, located at 650 Hobson Avenue. The project is seeking administrative relief from the off-street parking requirements. Church gatherings and related assemblies are anticipated to take place on Mondays, Wednesday, and Sundays during non-business hours (after the medical offices are closed). The project is exempt from environmental review pursuant to Section 15301 of the California Environmental Quality Act (CEQA) Guidelines. Filed by Oscar Garcia, Ministerio Internacional El Rey Jesus Church, 1050 Janetwood Drive Oxnard, California 93030.

PROJECT PLANNER: JUAN MARTINEZ**ACTION:** CONTINUED TO APRIL 17, 2014**I. REPORTS; STUDY SESSION**

1. Consider amendment of Rules of Procedures to have meetings start at 6:00 pm.

ACTION: Motion Failed**J. PLANNING COMMISSION BUSINESS****K. PLANNING MANAGER COMMENTS****L. ADJOURNMENT @ 8:38 pm.****FUTURE MEETINGS**

Thursday, April 17, 2014, 7:00 p.m., City Council Chambers

Thursday, May 1, 2014, 7:00 p.m., City Council Chambers

Written materials relating to an item on this agenda that are distributed to the Planning Commission within 72 hours before the item is to be considered at its regularly scheduled meeting will be made available for public inspection at 214 South C Street, during customary business hours.

ATTACHMENT 5PAGE 2 OF 5

MINUTES

OXNARD PLANNING COMMISSION REGULAR MEETING

April 3, 2014

A. ROLL CALL

At 7:00 p.m., the regular meeting of the Oxnard Planning Commission convened in the Council Chambers. Commissioners Patrick Mullin, Anthony Murguia, Sonny Okada, Steven Nash, Deirdre Frank and Stephen Huber were present. Chairman Huber presided and called the meeting to order. Staff members present were: Ashley Golden, Interim Planning Manager; Jason Samonte, Traffic Engineer; Stephen M. Fischer, Interim City Attorney; Chris Williamson, Principal Planner, Paul Wendt, Supervising Civil Engineer; and Maria Santana, Recording Secretary.

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

Chairman Huber led the pledge of allegiance.

A. ELECTION OF OFFICERS

Chairman Huber opened the nominations for Chairman.

MOTION Commissioner Murguia moved to nominate Commissioner Stewart to the post of Chairman, and Commissioner Mullin seconded.

Chairman Huber closed the nominations for Chairman. The question was called and the motion carried to elect Commissioner Stewart to the post of Chairman.

Chairman Huber opened the nominations for Vice-Chairman.

MOTION Commissioner Murguia moved to nominate Commissioner Okada to the post of Vice-Chairman, and Commissioner Huber seconded.

Chairman Huber closed the nominations for Vice-Chairman. The question was called and the motion carried to elect Commissioner Okada to the post of Vice-Chairman.

C. PUBLIC COMMENTS

D. READING OF AGENDA

Interim Planning Manager Golden reviewed the agenda.

E. CONSENT AGENDA

1. APPROVAL OF MINUTES – December 5, 2013

MOTION: Commissioner Huber moved and Commissioner Murguia seconded a motion to approve the minutes of December 5, 2013 as presented. The question was called and the motion carried - 4-0-1-1. Commissioner Stewart absent, and Commissioner Frank abstained.

F. CONTINUED PUBLIC HEARINGS

1. PLANNING AND ZONING PERMIT NO. 11-540-02 (Planned Development), 11-610-03 (Annexation), and 11-570-02 (Prezoning): a request to replace the existing structure located at 2991 Ventura Boulevard with a two-story office building and 20-space parking lot for employees and fleet vehicles, annexation to the City of Oxnard and Calleguas Municipal Water District, and prezoning to General Commercial (C-2). The proposed project is exempt from environmental review under Section 15303 of the State CEQA Guidelines. The Planning Commission's action on this request is a recommendation to the City Council. Filed by Brock Dewey, Dewey Pest Control, c/o Harry Heady, 8495 Garden Street, Alta Loma, CA, 91701.

PROJECT PLANNER: Chris Williamson

Principal Planner Williamson presented brief background information for the project including history the of site, water impact, annexation process, landscape, art in public places, and mutual aid collaboration with the County and City of Oxnard Fire departments. He indicated that the City of Oxnard was awarded a grant to improve East Ventura Boulevard between Nyeland Avenue and Almond Drive, which has been completed. He also displayed an aerial of the site; site and floor plans; interior and exterior site photos; and rendering of the new building with the monument sign and clock.

Mr. Harry Heady, representing the applicant, clarified the height of the monument sign.

Chairman Okada opened the public testimony.

Ms. Pat Brown stated that there was a fire station located on Vineyard Avenue and Oxnard Boulevard.

Chairman Okada closed the public testimony.

MOTION: Commissioner Murguia moved and Commissioner Frank seconded a motion to adopt a resolution approving PZ 11-540-02 a Planned Development to allow commercial redevelopment of an existing structure and parking lot, and adopt a resolution recommending City Council approval of PZ 11-610-03 (Annexation), and PZ 11-570-02 (Prezoning) for property located at 2991 Ventura Boulevard. The question was called and the motion carried 6-0-1. Commissioner Stewart absent.

G. NEW PUBLIC HEARINGS

H. REPORTS; STUDY SESSION

1. Consider amendments of Rules of Procedures to have meetings start at 6:00 pm.

MOTION: Commissioner Murguia moved and Commissioner Mullin seconded a motion to deny the Planning Commission meetings start at 6:00 pm. Meeting start time will remain at 7:00 pm. The question was called and the motion carried 4-1-1-1. Commissioner Stewart was absent, and Commissioner Nash abstained.

I. PLANNING COMMISSION BUSINESS

J. PLANNING MANAGER COMMENTS

K. ADJOURNMENT

At 8:38 p.m., the Planning Commission concurred to adjourn.

Dr. Sonny Okada, Chairman

ATTEST: _____
Ashley Golden, Interim Planning Manager

RESOLUTION NO. 2014-01

A RESOLUTION OF THE PLANNING COMMISSION OF THE CITY OF OXNARD APPROVING PLANNING AND ZONING PERMIT NO. 11-540-02 (PLANNED DEVELOPMENT), TO ALLOW COMMERCIAL REDEVELOPMENT AT 2991 VENTURA BOULEVARD (APN149-082-030), SUBJECT TO CERTAIN FINDINGS AND CONDITIONS. FILED BY DEWEY PEST CONTROL, C/O HARRY HEADY, 8495 GARDEN STREET, ALTA LOMA, CA, 91701.

WHEREAS, the Planning Commission of the City of Oxnard has considered an application for Planning and Zoning Permit No. 11-540-02, filed by Dewey Pest Control, in accordance with Section 16-530 through 16-553 of the Oxnard City Code; and

WHEREAS, Sections 15302, 15303, and 15319 of Title 14 of the California Code of Regulations exempt the project and annexations and rezoning from the requirement for the preparation of environmental documents imposed by the State California Environmental Quality Act; and

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

1. The proposed use is in conformance with the 2030 General Plan and other adopted policies of the City of Oxnard.
2. The proposed use will not adversely affect or be materially detrimental to the adjacent uses, buildings or structures or to the public health, safety or general welfare.
3. The site for the proposed use is adequate in size and shape to accommodate the setbacks, parking, landscaping, and other City standards except as may be specifically excepted by the special findings and conditions of this resolution.
4. The site for the proposed use will be served by streets and highways adequate in width and structure to carry the kind and quantity of traffic such use will generate.
5. The site for the proposed use will be provided with adequate sewerage, water, fire protection and storm drainage facilities;

WHEREAS, Section 16-641(B) allows the Planning Commission to approve other than perpendicular and/or diagonal finger planters and the landscape plan includes equivalent landscaped area and trees compared to the template finger planter standard; and

WHEREAS, Section 16-644(B)(1) allows the Planning Commission to modify loading zone requirements, the project proposes a loading zone approximately 20 by 30 feet located in front of fleet vehicle parking spaces, and the Planning Commission finds that the decrease in area and location are acceptable under special site constraint circumstances and nature of use; and

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

NOW, THEREFORE, BE IT RESOLVED that the Planning Commission of the City of Oxnard hereby approves this permit subject to the following conditions. The decision of the Planning Commission is final unless appealed in accordance with the provisions of Section 16-545 of the Oxnard City Code.

STANDARD CONDITIONS OF APPROVAL FOR LAND USE PERMITS

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

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

GENERAL PROJECT CONDITIONS

1. This permit is granted for the property described in the application on file with the Planning Division, and may not be transferred from one property to another. (PL, *G-1*).
2. This permit is granted for the plans dated May 14, 2013, ("the plans") on file with the Planning Division. The project shall conform to the plans, except as otherwise specified in these conditions, or unless a minor modification to the plans is approved by the Planning and Environmental Services Manager ("Planning Manager") or a major modification to the plans is approved by the Planning Commission. A minor modification may be granted for minimal changes or increases in the extent of use or size of structures or of the design, materials or colors of structures or masonry walls. A major modification shall be required for substantial changes or increases in such items. (PL, *G-2*)

3. All required off-site and on-site improvements for the project, including structures, paving, and landscaping, shall be completed prior to occupancy unless the Development Services Manager allows Developer to provide security or an executed agreement approved by the City Attorney to ensure completion of such improvements. (DS, G-4)
4. By commencing any activity related to the project or using any structure authorized by this permit, Developer accepts all of the conditions and obligations imposed by this permit and waives any challenge to the validity of the conditions and obligations stated therein. (CA, G-5)
5. Developer shall complete the "Notice of Land Use Restrictions and Conditions" form, using the form provided by the City, for recording with the Ventura County Recorder. Before the City issues building permits, Developer shall submit the original completed, signed and notarized document, together with the required fees to the Planning Manager. (PL, G-8)
6. Developer shall provide off-street parking for the project, including the number of spaces, stall size, paving, striping, location, and access, as required by the City Code. (PL/B, G-9)
7. Before placing or constructing any signs on the project property, Developer shall obtain a sign permit from the City that complies with Section 16-595 to 16-16-160; existing signage shall be changed to conform to City Code prior to final Certificate of Occupancy. Except as provided in the sign permit, Developer may not change any signs on the project property. (PL/B, G-10)
8. Developer shall obtain a building permit for any new construction or modifications to structures, including interior modifications, authorized by this permit. (B, G-11)
9. Developer shall not permit any combustible refuse or other flammable materials to be burned on the project property. (FD, G-12)
10. Developer shall not permit any materials classified as flammable, combustible, radioactive, carcinogenic or otherwise potentially hazardous to human health to be handled, stored or used on the project property, except as provided in a permit issued by the Fire Chief. (FD, G-13)
11. If Developer, owner or tenant fails to comply with any of the conditions of this permit, the Developer, owner or tenant shall be subject to a civil fine pursuant to the City Code. (CA, G-14)
12. Prior to issuance of building permits, Developer shall correct all violations of the City Code existing on the project property for which the Code Compliance Division has open cases. (PL, G-15).

LANDSCAPE STANDARD CONDITIONS

13. Prior to submittal of landscape and irrigation plans, Developer shall obtain approval of the Planning Manager or designee of a plan showing on the project property all existing trees and identifying the trees to be saved, transplanted or removed. (PK, *PK-1*)
14. Prior to issuance of building permits or the proposed use is initiated, whichever comes first, Developer shall submit two copies of landscape and irrigation plans, along with the appropriate permit application and fees, to the Development Services Division and obtain approval of such plans. (PK/DS, *PK-2*)
15. Prior to issuance of a certificate of occupancy, Developer shall install landscape and automatic irrigation systems that have been approved by Parks and Facilities Superintendent. (PK, *PK-3*)
16. Developer shall properly maintain landscape planting and all irrigation systems as required by the City Code and as specified by this permit. Failure of Developer to do so may result in the revocation of this permit and initiation of legal proceedings against Developer to ensure compliance (PK, *PK-4*)
17. Prior to the issuance of a certificate of occupancy, Developer shall provide a watering schedule to the building owner or manager and to Planning Division or designee. The irrigation system shall include automatic rain shut-off devices, or instructions on how to override the irrigation system during rainy periods. (PK, *PK-5*)
18. At the time of planting, Developer shall provide at least 24-inch box size for all new trees planted on the subject property. All shrubs and vines planted under the subject permit by the Developer shall be at least five-gallon size, except as otherwise specified by this permit. (PK, *PK-6*)
19. Developer shall install an irrigation system that includes a water sensor shut off device as a water conservation measure. (PK, *PK-22*)
20. At time of submittal to the Building and Engineering Division for plan check, Developer's Landscape Architect or Architect shall provide the City with written confirmation that they have reviewed the civil engineering construction drawings and that the NPDES requirements are not in conflict with meeting the City's landscape requirements. (PK, *PK-23*)
21. Developer shall include a note on the Landscape Plans submitted to the Building and Engineering Division for a building permit that "All landscaping and irrigation comply with Ordinance No. 2822", which adopted the City of Oxnard Landscape Water Conservation Standards. (PK, *PK-24*)
22. At the time of Plan Check submittal, the landscape plans shall contain an exhibit titled "Tree Tabulation Chart". The Tree Tabulation Chart shall contain a listing of all existing trees on site and shall refer to them by number as identified in the Arborist's Tree Report. The Tree

Tabulation Chart shall clearly list all trees to remain, be removed or transplanted. The Chart shall contain the Arborist's economic appraisal value of each tree(s) removed as well as computations and calculations showing how the value of the removed tree(s) was put back into new tree sizes for the project that are in addition to meeting the City's minimum tree size of 24" box. (PK)

FIRE DEPARTMENT STANDARD CONDITIONS

23. Developer shall construct all vehicle access driveways on the project property to be at least 26 feet wide. Developer shall mark curbs adjacent to designated fire lanes in parking lots to prohibit stopping and parking in the fire lanes. Developer shall mark all designated fire lanes in accordance with the California Vehicle Code. (FD/B, *F-1*)
24. All roof covering materials on the project property shall be of non-combustible or fire retardant materials approved by the Fire Chief and in compliance with the City Code. (FD, *F-2*)
25. Before the City issues building permits, Developer shall obtain the Fire Chief's approval of a plan to ensure fire equipment access and the availability of water for fire combat operations to all areas of the project property. The Fire Chief shall determine whether or not the plan provides adequate fire protection. (FD/DS, *F-3*)
26. At Developer's expense, Developer shall obtain up to two certified fire flow tests for the project property. The first test shall be completed before City approval of building plans and the second shall be completed after construction and prior to the issuance of a certificate of occupancy. A mechanical, civil, or fire protection engineer must certify the tests. Developer shall obtain permits for the tests from the Engineering Division. Developer shall send the results of the tests to the Fire Chief and the City Engineer. (FD/DS, *F-4*)
27. All structures on the project property shall conform to the minimum standards prescribed in Title 19 of the California Code of Regulations. (FD, *F-5*)
28. The project shall meet the minimum requirements of the "Fire Protection Planning Guide" published by the Fire Department. (FD, *F-6*)
29. Developer shall identify all hydrants, standpipes and other fire protection equipment on the project property as required by the Fire Chief. (FD, *F-8*)
30. Developer shall provide central station monitoring of the fire sprinkler system and all control valves. (FD, *F-10*)
31. The turning radius of all project property driveways and turnaround areas used for emergency access shall be a minimum of 48 feet outside diameter for a semi-trailer. (FD, *F-11*)
32. Developer shall provide automatic fire sprinklers as required by the City Code and shall contact the Fire Chief to ascertain the location of all connections. (FD, *F-12*)

33. Developer shall comply with Certified Unified Program Agency (CUPA) requirements regarding the storage, handling and generation of hazardous materials or waste. Prior to the issuance of building permits, Developer shall contact the CUPA division of the Fire Department to ensure that such requirements are followed. (FD, *F-16*)
34. Developer shall install a carbon monoxide detector on each level of the residence in accordance with the manufacturer's specifications. The detector shall be hardwired with a battery backup. (FD, *F-17*)

FIRE DEPARTMENT SPECIAL CONDITIONS

35. Before the city issues a certificate of occupancy, the developer shall install a Knox key vault at a location to be determined by the Fire Department.
36. Developer shall ensure Fire Department access through man-gates, either by Knox lock devices or other Fire Department approved means.

PLANNING DIVISION STANDARD CONDITIONS

37. Plans submitted by Developer with building permit applications shall show on the building elevation sheets all exterior building materials and colors, including product and finish manufacturer name, color name and number, and surface finish type (such as: stucco with sand finish, plaster with smooth finish) to be used in construction. (PL, *PL-1*)
38. Any application for a minor modification to the project shall be accompanied by four copies of plans reflecting the requested modification, together with applicable processing fees. (PL, *PL-2*)
39. Before the City issues building permits, Developer shall include a reproduction of all conditions of this permit as adopted by resolution of the Planning Commission and/or the City Council in all sets of construction documents and specifications for the project. (PL, *PL-3*)
40. Developer acknowledges that because of population limitations placed on the City by the Air Quality Management Program, approval of this permit does not guarantee that the City will issue building permits. The City's issuance of building permits may be delayed as a result of implementation of an air quality plan. (PL, *PL-5*)
41. Developer may not modify any use approved by this permit unless the Planning Division Manager determines that Developer has provided the parking required by the City Code for the modified use. (PL, *PL-7*)
42. During the plan check review process, the Developer shall provide a lighting plan that provides design details (light standards, bollards, wall mounted packs, etc.) and illumination site information within alleyways, pathways, streetscapes, and open spaces proposed throughout the development. An electrical engineer shall prepare the site lighting plan demonstrating that

adequate lighting ranges will be provided throughout the development without creating light spillover, light pollution, or conflicts with surrounding factors such as tree locations, off-site or adjacent lighting. (PL)

43. Prior to issuance of building permits, Developer shall demonstrate that light standards illustrated on conceptual lighting plan do not conflict with tree locations. Developer shall submit a plan showing both the lighting and landscape on the same sheet.
44. Project on-site lighting shall be of a type and in a location that does not constitute a hazard to vehicular traffic, either on private property or on adjoining streets. To prevent damage from vehicles, standards in parking areas shall be mounted on reinforced concrete pedestals or otherwise protected. Developer shall recess or conceal under-canopy lighting elements so as not to be directly visible from a public street. Developer shall submit a lighting plan showing standard heights and light materials for design review and approval of the Planning Division Manager. (PL/B, *PL-8*)
45. In order to minimize light and glare on the project property, all parking lot and exterior structure light fixtures shall be high cut-off type that divert lighting downward onto the property and shall not cast light on any adjacent property or roadway. (PL, *PL-9*)
46. During construction, Developer shall water the area to be graded or excavated prior to commencement of grading or excavation operations. Such application of water shall be at least twice per day and shall penetrate sufficiently to minimize fugitive dust during grading activities. (B/DS, *PL-11*)
47. During construction, Developer shall control dust by the following activities:
 - a. All trucks hauling graded or excavated material offsite shall be required to cover their loads as required by California Vehicle Code section 23114, with special attention to sub sections 23114(b)(2)(F), (e)(2) and (e)(4) as amended, regarding the prevention of such material spilling onto public streets and roads.
 - b. All graded and excavated material, exposed soils areas, and active portions of the construction site, including unpaved onsite roadways, shall be treated to prevent fugitive dust. Treatment shall include, but not necessarily be limited to, periodic watering, application of environmentally-safe soil stabilization materials, and/or roll-compaction as appropriate. Watering shall be done as often as necessary and reclaimed water shall be used whenever possible. (B/DS, *PL-12*)
48. Developer shall provide for dust control at all times during project property preparation and construction activities. (B/DS, *PL-13*)
49. Because of water limitations placed upon the City by its water providers, approval of this permit does not guarantee that the City will issue building permits. Issuance of building permits may be delayed as a result of implementation of a water conservation or allocation plan. (PL, *PL-15*)

50. Prior to issuance of building permits, Developer shall pay a document imaging fee for the planning files in an amount calculated by planning staff at the time of building permit review based on fees then in effect. (PL/B, *PL-16*).
51. Developer shall participate in the City's Public Art Program by paying the Public Art fee prior to issuance of building permits, in accordance with City Council Resolution No. 14,124. (PL, *PL-50*)
52. Developer shall recess or screen roof heating and cooling systems and other exterior mechanical equipment from adjoining property and public streets, as required by this permit. Plumbing vents, ducts and other appurtenances protruding from the roof of structures shall be placed so that they will not be visible from the front of the property or other major public vantage points. Developer shall include a note on the construction plumbing drawings of exterior elevations to indicate to contractors that roof features shall be grouped and located in the described manner. Roof vents shall be shown on construction drawings and painted to match roof material color. (PL/B, *PL-41*)
53. Developer shall install all roof and building drainpipes and downspouts inside building elements. These items shall not be visible on any exterior building elevations. (PL, *PL-42*)
54. For any exterior utility meter panels, Developer shall paint such panels to match the structure upon which it is located. Such panels shall be located to take advantage of screening (e.g. landscaping or other building elements) from public right-of-ways, to the maximum extent feasible. (PL, *PL-43*)
55. Prior to issuance of a certificate of occupancy, Developer shall remove all construction materials and vehicles from the subject property. (PL/B, *PL-47*)
56. Developer shall stripe loading zone area placed for loading and unloading activities only and post to prohibit storage or other non-loading activity within the loading zone. (PL/B, *PL-49*)

PLANNING DIVISION SPECIAL CONDITIONS

57. Developer shall remove any and all graffiti from the project premises, including but not limited to graffiti within the building, such as in restrooms or fitting rooms, within 24 hours of its appearance. The surface of such affected areas shall be matched to blend in with the underlying colors and/or design, and shall not look like a paint patch. (PL)
58. Before the City issues building permits, Developer shall provide a Graffiti Deterrent Plan, subject to the approval the Planning Division Manager. Such plan shall include such elements as clear film on windows and/or mirrors, as well as washable paint and sealers on the building and perimeter walls. (PL)
59. This permit is granted subject to the annexation (PZ 11-610-03) of the project property to the City of Oxnard. (PL)

60. This permit is granted subject to the approval of a prezone change (PZ11-570-02) for the project property. (PL)
61. Developer shall ensure that all construction equipment is maintained and tuned to recommended manufacture's specifications. (PL)
62. At all times during construction activities, Developer shall minimize the area disturbed by clearing, grading, earth moving, or excavation operations to prevent excessive amounts of dust. (PL)
63. During periods of high winds (i.e. wind speed sufficient to cause fugitive dust to impact adjacent properties), Developer shall cease all clearing, grading, earth moving, and excavation operations to prevent fugitive dust from being a nuisance or creating a hazard, either onsite or offsite. (PL)
64. The Permittee shall comply with the provisions of applicable VCAPCD Rules and Regulations, which include but are not limited to, Rule 50 (Opacity), Rule 51 (Nuisance), Rule 55 (Fugitive Dust), and Rule 55.1 (Removal of Visible Roadway Accumulations). (PL)
65. Prior to issuance of demolition permits for any structure on the site, Developer shall provide evidence of notifying the Air Pollution Control District of such demolition. Demolition and/or renovation activities shall be conducted in compliance with APDC regularities regarding Asbestos (Rule 63.7). (PL)
66. Developer shall mitigate air quality emissions associated with development of the subject site through a contribution to the City's Transportation Demand Management (TDM) program. Such fee shall be calculated at the time of building permit issuance in accordance with the Ventura County Air Quality Assessment Guidelines, as amended. Such fee shall be collected in full prior to building permit issuance. (PL)
67. Prior to grading permit approval, Developer shall include on the grading plans a reproduction of all conditions of this permit pertaining to dust control requirements. (PL)
68. Developer shall contract with a qualified archaeologist to conduct a Phase I cultural resources survey of the project site prior to issuance of any grading permits. The survey shall include: (1) an archaeological and historical records search through the California Historical Resources Information System at CalState Fullerton; and (2) a field inspection of the project site. Upon completion, the Phase I survey report shall be submitted to the Planning Division for compliance verification. A copy of the contract for these services shall be submitted to the Planning Division Manager for review and approval prior to initiation of the Phase I activities.

The contract shall include provisions in case any cultural resources are discovered onsite. In the event that any historic or prehistoric cultural resources are discovered, work in the vicinity of the find shall be halted immediately. The archaeologist shall evaluate the discovery and determine the necessary mitigations for successful compliance with all applicable regulations.

Developer or its successor in interest shall be responsible for paying all salaries, fees and the cost of any future mitigation resulting from the survey. (PL)

69. Developer shall contract with a Native American monitor to be present during subsurface grading, trenching or construction activities of more than eight feet below the surface on the project site. The monitor shall provide a final report to the Planning Division summarizing the activities during the project. A copy of the contract for these services shall be submitted to the Planning Division Manager for review and approval prior to issuance of any grading permits. The monitoring report(s) shall be provided to the Planning Division prior to approval of final building permit signature. (PL)

ENVIRONMENTAL RESOURCES DIVISION

70. To ensure that solid waste generated by the project is diverted from the landfill and reduced, reused or recycled, Developer shall complete and submit a "City of Oxnard C&D Environmental Resources Management & Recycling Plan" ("Plan") to the City for review and approval. The Plan shall provide that at least 50% of the waste generated on the project be diverted from the landfill. The Plan shall include the entire project area, even if tenants are pursuing or will pursue independent programs. The Plan shall be submitted to and approved by the Environmental Resources Division prior to issuance of a building permit. The Plan shall include the following information: material type to be recycled, reused, salvaged or disposed; estimated quantities to be processed; management method used; destination of material including the hauler name and facility location. Developer shall use the Plan form. (ER)
71. Developer shall follow the approved "City of Oxnard C&D Environmental Resources Management & Recycling Plan" and provide for the collection, recycling, and/or reuse of materials (i.e., concrete, wood, metal, cardboard, green waste, etc.) and document results during construction and/or demolition of the proposed project. After completion of demolition and/or construction, Developer shall complete and submit the "City of Oxnard C&D Environmental Resources Management & Recycling Report For Work Completed" ("Work Completed Report") and provide legible copies of weight tickets, receipts, or invoices for materials sent to disposal or reuse/recycling facilities. For other discarded or salvaged materials, Developer shall provide documentation, on the disposal facility's letterhead, identifying where the materials were taken, type of materials, and tons or cubic yards disposed, recycled or reused, and the project generating the discarded materials. Developer shall submit and obtain approval of the Work Completed Report prior to issuance of a certificate of occupancy. (ER)
72. Developer shall arrange for materials collection during construction, demolition, and occupancy with the City's Environmental Resources Division or Developer shall arrange for self-hauling to an authorized facility. (ER)
73. Developer shall make provisions to divert at least 50% of the waste material generated during occupancy through source reduction, recycling, reuse, and green waste programs. Developer shall complete and submit a "City of Oxnard C&D Environmental Resources Management & Recycling Occupancy Plan" ("Occupancy Plan") to the City's Environmental Resources

Division. An Occupancy Plan must be submitted and approved prior to issuance of a certificate of occupancy. A "City of Oxnard C&D Environmental Resources Management & Recycling Occupancy Report" shall be submitted to the Environmental Resources Division annually on the anniversary date of the certificate of occupancy for approval. (ER)

74. Developer shall dispose of sewage and solid waste from the project by City's wastewater and solid waste systems in a manner approved by the City Engineer. (ER)

DEVELOPMENT SERVICES DIVISION STANDARD CONDITIONS

75. Developer shall pay plan check and processing fees in effect at the time of construction plan submittal and shall pay development fees, encroachment permit fees, and other applicable fees in effect at the time the City issues building permits. (DS-1)
76. Developer's Engineer shall design parking lot structural sections based on an analysis of the soils R-value and a traffic index (T.I.) approved by the City Engineer. The minimum structural section for parking lots is two inches of asphalt on four inches of base material. Developer shall show the proposed structural section on the site improvement plans. (DS-2)
77. Developer shall have the site improvement plans prepared on standard Development Services Division mylars by a civil engineer licensed in the State of California. The plans shall incorporate recommendations from soil engineering and geology reports. Prior to issuance of a grading permit, improvement plans must be approved by the City Engineer and the original ink-on-mylar plans filed with the Development Services Division. (DS-3)
78. Developer shall submit improvement plans and drainage calculations that demonstrate that storm drainage from the project property and all upstream areas will be safely conveyed to an approved drainage facility. The design and conveyance route shall be compatible with the City's Master Plan of Drainage and shall be approved by the City Engineer prior to approval of improvement plans. (DS-4)
79. Developer shall protect building pads from inundation during a 100-year storm. (DS-5)
80. Developer shall remove and replace all improvements that are damaged during construction. (DS-6)
81. Before connecting the project to existing sewer and water service laterals, Developer shall arrange for City staff to inspect such facilities. Developer shall make such repairs to such facilities as City staff determines to be necessary. Developer shall bring all existing water services into compliance with City standards. (DS-7)
82. Curb cut widths and design shall conform to City ordinances, standards, and policies in effect at the time City issues an encroachment permit. (DS-9)

83. If the existing sewer lateral is larger than four inches in diameter, Developer's site improvement plans shall include an on-site sewer plan. (DS-10)
84. Where a separate loop or terminal line is required for water mains, fire hydrants or fire sprinkler systems, Developer's site improvement plans shall include an on-site water plan. (DS-11)
85. Developer shall place existing overhead utility lines on and adjacent to the project underground in accordance with City ordinances in effect at the time City issues a site improvement permit. Before issuance of a site improvement permit, Developer shall post security satisfactory to the Finance Director guaranteeing utility relocation. (DS-13)
86. Developer shall enter into an agreement, approved as to form by the City Attorney, to install and construct all public improvements required by this permit and by the City Code and shall post security satisfactory to the Finance Director, guaranteeing the installation and construction of all required improvements within the time period specified in the agreement or any approved time extension. (DS-14)
87. A civil engineer licensed in the State of California shall prepare the public improvement plans and documents for this project in accordance with City standards and shall submit all such plans to the City Engineer. Such plans and documents shall include, but not be limited to, grading, street, drainage, sewer, water and other appurtenant improvement plans; a master utility plan showing the layout and location of all on-site and off-site utility improvements that serve the project; construction cost estimates, soils reports, and all pertinent engineering design calculations. City will not accept an application for the final map or parcel map for the project or issue a grading, site improvement or building permit until the City Engineer has approved all improvement plans. (DS-15)
88. Prior to issuance of a site improvement permit, Developer shall provide to the Development Services Division a compact Disc (CD) containing digital copies of the final subdivision map, address map, and civil improvements drawings in DWG format. Prior to improvement bond release, Developer shall provide an updated CD containing all changes that occur during construction. (DS-16)
89. Developer shall provide all necessary easements for streets, highways, alleys, sidewalks, breezeways, parkways, landscaping, utilities, drainage facilities, and other improvements as required by City. If such easements cannot be obtained from the property owner by negotiation, City may acquire them at the expense of Developer by exercise of the power of eminent domain. Developer shall bear all costs of eminent domain proceedings, including appraisal, acquisition, attorney's fees, and court costs. Before City issues a site improvement permit, Developer shall dedicate all required easements to City. (DS-19)
90. Developer shall remove graffiti from the project, including graffiti on offsite public infrastructure under construction by Developer, within 24 hours of its appearance. The surface of such affected areas shall be matched to blend in with the underlying colors and/or design, and shall not look like a paint patch. If Developer fails to remove graffiti in accordance with this condition, the

City may at the discretion of the Development Services Manager issue a stop work order until such time as the graffiti is removed. (DS-20)

91. The conditions of this resolution shall prevail over all omissions, conflicting notations, specifications, dimensions, typical sections, and the like, that may or may not be shown on the improvement plans. (DS-21)
92. Developer shall pay the cost of all inspections of on-site and off-site improvements. (DS-22)
93. Developer shall be responsible for all project-related actions of Developer's employees, contractors, subcontractors, and agents until City accepts the improvements. (DS-23)
94. Prior to beginning construction, Developer shall designate in writing an authorized agent who shall have complete authority to represent and to act for Developer. The authorized agent shall be present at the work site whenever work is in progress. Developer or the authorized agent shall make arrangements acceptable to City for any emergency work. When City gives orders to the authorized agent to do work required for the convenience and safety of the general public because of inclement weather or any other cause, and the orders are not immediately acted upon by the authorized agent, City may do or have such work done by others at Developer's expense. (DS-24)
95. "Standard Specifications for Public Works Construction," latest edition, and any modifications thereto by City, and City of Oxnard Standard Land Development Specifications and all applicable City Standard Plans, shall be the project specifications, except as noted otherwise on the approved improvement plans. City reserves the right to upgrade, add to, or revise these specifications and plans and all other City ordinances, policies, and standards. If the improvements required of this project are not completed within 12 months from the date of City's approval of the improvement plans, Developer shall comply with and conform to any and all upgraded, additional or revised specifications, plans, ordinances, policies and standards. (DS-27)
96. Developer shall retain a Civil Engineer licensed in the State of California to ensure that the construction work conforms to the approved improvement plans and specifications and to provide certified "as-built" plans after project completion. Developer's submittal of the certified "as-built" plans is a condition of City's final acceptance of the project. (DS-29)
97. All grading shall conform to City's grading ordinance and any recommendations of Developer's soils engineer that have been approved by the City Engineer. Developer shall conform to all applicable notes specified on the site improvement/grading plan cover sheet and grading permit. (DS-30)
98. In order to mitigate any potential flooding or erosion affecting adjacent properties and public rights-of-way, Developer shall construct required drainage facilities concurrently with the rough grading operations, or with prior approval of the City Engineer, provide interim drainage improvements on a temporary basis. (DS-31)

99. Prior to issuance of a site improvement permit, Developer shall provide to the City Engineer easements or written consents from all affected landowners for any diversion of historical flows or change in drainage conditions caused by the project, as evidence that such landowners accept any additional water flowing over their property. (DS-36)
100. Prior to issuance of building permits, Developer shall present to the City Engineer a "Proof of Payment - Authorization for Building Permits" form issued by the Calleguas Municipal Water District. (DS-44)
101. Developer shall install City approved backflow prevention devices for water connections if so ordered by the City Engineer. (DS-45)
102. Prior to designing the water system for the project, Developer shall have a certified fire flow test performed to determine existing water pressure and flow characteristics. The water system shall be designed to allow for a 10 psi drop in the static water pressure measured during the fire flow test. After construction and before City issues a certificate of occupancy, the City Engineer may require a second test. Before performing the tests, Developer shall obtain permits from the City Engineer. Developer shall have all tests certified by a mechanical, civil, or fire protection engineer and provide written results of all tests to the City Engineer. (DS-47)
103. Street and road improvements shall conform to City standards and policies. Improvements shall include upgrading of existing pavement along the project frontage to City standards by removing and replacing or overlaying, as directed by the City Engineer. (DS-51)
104. Developer shall improve all streets, alleys, sidewalks, curbs, and gutters adjacent to the project in accordance with City standards, as necessary to provide safe vertical and horizontal transitions. (DS-52)
105. Developer shall provide soils reports, "R" value tests, and compaction tests for all streets. Determination of the actual structural sections shall be based on City's design procedure, applying the appropriate traffic index specified in City standards. (DS-53)
106. Developer shall submit a landscape irrigation plan prepared by a licensed professional, showing proper water meter size, backflow prevention devices, and cross-connection control. (DS-59)
107. Developer shall be responsible for and bear the cost of replacement of all existing survey monumentation (e.g., property corners) disturbed or destroyed during construction, and shall file appropriate records with the Ventura County Surveyor's Office. (DS-64)
108. Developer shall provide adequate vehicle sight distance as specified by CalTrans specifications at all driveways and intersections. (TR-71)

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

STORMWATER QUALITY CONDITIONS

110. Using forms provided by the Development Services Division, Developer shall submit a stormwater quality control measures maintenance program ("the Program") for this project. If the BMPs implemented with this project include proprietary products that require regular replacement and/or cleaning, Developer shall provide proof of a contract with an entity qualified to provide such periodic maintenance. The property owner is responsible for the long-term maintenance and operation of all BMPs included in the project design. Upon request by City, property owner shall provide written proof of ongoing BMP maintenance operations. No grading or building permit shall be issued until the Development Services Manager approves the Program and Developer provides an executed copy for recordation. (DS-82)
111. Developer shall clean on-site storm drains at least twice a year; once immediately before the first of October (the beginning of the rainy season) and once in January. The City Engineer may require additional cleaning. (DS-83)
112. Developer shall maintain parking lots free of litter and debris. Developer shall sweep sidewalks, drive aisles, and parking lots regularly to prevent the accumulation of litter and debris. When swept or cleaned, debris must be trapped and collected to prevent entry into the storm drain system. Developer may not discharge any cleaning agent into the storm drain system. (DS-84)
113. Prior to issuance of a certificate of occupancy, on-site storm drain inlets shall be labeled "Don't Dump - Drains to Ocean" in accordance with City standards. Before City issues a site improvement permit, the requirement to label storm drain inlets shall be shown on the civil engineering plans. (DS-85)
114. Developer shall pay to the County of Ventura a road mitigation fee in accordance with the agreement between the City and the County of Ventura. Proof of payment shall be provided to the Development Services Division prior to issuance of a building permit. (DS-105)

SPECIAL CONDITIONS:

115. Developer shall widen and improve Almond Drive to provide an 18 foot centerline to curb width with a 6 foot wide sidewalk along the project frontage with a transition (as approved by the City Engineer) to approximately 20 feet near the intersection with Ventura Boulevard to match existing curb return location. (DS)

116. Developer's improvement plans shall include street cross-sections at 50-foot intervals along Almond Drive demonstrating that street cross-slope complies with City design standards. (DS)
117. Developer shall alter proposed onsite improvements (drainage, landscaping, etc.) adjacent to Ventura Boulevard to coordinate with recent City improvements along the frontage. (DS)
118. Prior to issuance of a site improvement permit, Developer shall dedicate right-of-way to the City that encompasses all roadway improvements (to back of sidewalk) along the project street frontages. (DS)
119. Developer shall construct the proposed southerly driveway on Almond Drive in accordance with City standard plate 115, section A-A, modified to Y=3 feet and a rear flat section 4 feet wide in lieu of the 5 feet specified. (DS)
120. Developer shall re-construct the existing Almond Drive driveway entrance at the northerly property line (serving the project exit and adjacent neighbor) in accordance with City standard plate 115, section A-A, modified to Y=3 feet and a rear flat section 4 feet wide in lieu of the 5 feet specified. This driveway shall be designed to provide a minimum driveway width of 20 feet for the first 50 feet measured from the existing Almond Drive right-of-way line. (DS)
121. Prior to issuance of a grading/site improvement permit, Developer shall provide proof of annexation of the property into the City and Calleguas Water District and detachment from the existing Mutual Water System. (DS)
122. Before issuance of the final Certificate of Occupancy, Developer shall relocate water meters and fire sprinkler connections to the Ventura Boulevard frontage and obtain all water service from City waterlines. (DS)
123. Developer acknowledges that the City does not guarantee the availability of water in the Ventura Blvd. 12-inch main. Until and unless water is available in the Ventura Blvd main, Developer may continue to receive water from the existing or relocated connection with Garden Acres MWC for landscaping and service to the existing structure that may remain as an interim office use pending completion of the entire project.
124. Prior to issuance of a grading/site improvement permit, Developer shall provide a will serve letter along with evidence of issuance of an encroachment permit for connection to the non-city sewer system. (DS)
125. The issuance of the first building permit for the two story structure shall require the City Public Works Director to confirm that a water main loop under the 101 Freeway is expected to be installed by the City, tested, and operational prior to the completion and occupancy of the new two-story building. Developer may complete the two-story structure up to six months prior to the completion of the water main loop under the 101 Freeway and successful charging of the Ventura Blvd water line only with Oxnard Fire Department approval and/or conditions.

126. Prior to issuance of a grading/site improvement permit, Developer shall provide calculations demonstrating that required fire flow standards can be provided to the project from the Ventura Blvd. main line assuming the main loop under the 101 Freeway is completed and operational. (DS)
127. Developer shall provide proof of encroachment permits or similar construction approval documents for connections to non-city utility systems, construction within adjacent private property, or other circumstances that affect the rights of others. (DS)
128. Developer shall re-orient trash enclosure doors to open to the east or shall obtain approval from the Refuse Superintendent for the proposed orientation. The enclosure shall be sized in accordance with one of the approved City standard trash enclosure plates. (DS)
129. Developer shall design project to minimize degradation of stormwater quality by complying with the applicable sections of the Los Angeles Regional Water Quality Control Board's municipal separate storm sewer system ("MS4") permit (Order R4-2010-0108 and any revisions) for new development and redevelopment projects. Developer shall submit stormwater quality calculations and associated construction plans demonstrating compliance with the MS4 permit. Calculations shall generally be organized to follow the steps outlined in Chapter 2 of the 2011 Technical Guidance Manual for Stormwater Control Measures ("2011 TGM"). (DS)
130. Prior to issuance of a grading permit or commencement of any clearing, grading or excavation, Developer shall prepare a Local Stormwater Pollution Prevention Plan ("Local SWPPP"). The Local SWPPP shall be developed and implemented in accordance with requirements of the Ventura Countywide MS4 Permit. The Local SWPPP shall be approved by the City Engineer prior to issuance of a site improvement/grading permit. Developer shall keep the Local SWPPP updated to reflect current site conditions and a copy of the Local SWPPP shall be kept onsite and available for City or designated representative to review upon request. (DS)
131. Developer shall design the site grading to minimize or eliminate stormwater from impervious surfaces leaving the site at driveways without stormwater quality treatment. (DS)
132. Developer shall include 2011 TGM compliant pre-treatment for all infiltration based stormwater quality devices. Pre-treatment must effectively reduce sediment load entering the infiltration device to minimize occlusion of underlying soils and reduce long term maintenance requirements and thereby maintain the infiltration rate of the facility. Proprietary pre-treatment devices shall be designed to remove 80% of 50 micron particles and provide significant sediment storage. Typical catch basin insert devices do not provide the required sediment storage. Natural pre-treatment devices such as grass-filter swales designed in accordance with the 2011 TGM are approved pretreatment. (DS)
133. Developer's stormwater quality calculations shall include site specific analysis and recommendations from a geotechnical engineer, and if applicable, a landscape architect for design and implementation of stormwater infiltration devices. Geotechnical Engineering analysis and recommendations shall include, but not be limited to, determination of site soil infiltration rates, depth to permeable soil layers, methods to reach permeable soil layers, appropriate

compaction rates, recommendations to enhance infiltration, methods (e.g. Pre-treatment) to minimize long-term occlusion of soil porosity and other requirements of the 2011 TGM. Landscape architectural recommendations shall include, but not be limited to, suggestions regarding appropriate vegetation and soil amendments for vegetated infiltration devices. Design plans shall implement approved design recommendations. Grading plans shall implement temporary fencing or other similar barriers to prevent compaction of the soil in the vicinity of infiltration based devices during construction (DS)

134. Developer shall design the grass swale filters in accordance with the 2011 TGM for Stormwater Quality Control Measures. Design calculations shall be included in the project drainage report. (DS)

135. Developer's engineer shall submit written confirmation that they have reviewed the landscape construction drawings within landscape based stormwater quality best management practices ("BMP") and that the proposed landscaping conforms to 2011 TGM standards for such improvements. (DS)

136. Developer shall provide a 6 inch minimum vertical drop between the flow line of the parking lot concrete gutter and the flow line of the grass swale filter at each location where stormwater enters a landscape based BMP. The transition between gutter flow line and swale flow line shall be constructed similar to a concrete ribbon gutter. (DS)

137. Developer shall design site grading to provide a minimum two foot wide level area between the top or bottom of any slope steeper than 5 (H) to 1 (V) and a sidewalk, wall, fence, building or similar improvement. (DS)

138. Developer shall install electric, cable, telephone, and similar utility service laterals underground in accordance with City ordinances in effect at the time City issues a building permit. Services shall be installed underground to the nearest suitable riser pole as determined by the appropriate utility service provider. All existing onsite utility poles solely serving this site shall be removed. (DS)

139. Developer shall pay utility underground in-lieu fees in accordance with City Code. (DS)

PASSED AND ADOPTED by the Planning Commission of the City of Oxnard on this 3rd day of April, 2014, by the following vote:

AYES: Commissioners: Frank, Murguia, Huber, Nash, Mullin, Okada

NOES: Commissioners:

ABSENT: Commissioners: Stewart

Co-Chair Sonny Okada

Resolution No. 2014-01
April 3, 2014
Page 19

ATTEST: _____
Ashley Golden, Secretary

RESOLUTION NO. 2014-02

A RESOLUTION OF THE PLANNING COMMISSION OF THE CITY OF OXNARD RECOMMENDING THAT THE CITY COUNCIL PROCEED WITH THE ANNEXATION OF THE PARCEL LOCATED AT 2991 EAST VENTURA BOULEVARD (APN 149-082-030) AND RECOMMENDING APPROVAL OF PRE-ZONING APPLICATION NO. 11-560-02 OF SAME PARCEL TO GENERAL COMMERCIAL PLANNED DEVELOPMENT (C-2-PD). FILED BY DEWEY PEST CONTROL, C/O HARRY HEADY, 8495 GARDEN STREET, ALTA LOMA, CA, 91701.

WHEREAS, the owners of the unincorporated parcel located at 2991 East Ventura Boulevard have filed Annexation Request No. PZ 11-610-03 to annex to the City of Oxnard (City), Calleguas Municipal Water District, and the Metropolitan Water District; and

WHEREAS, the proposed development cannot be permitted by the County of Ventura due to inadequate fire flow water pressure provided by the Garden Acres Mutual Water Company; and

WHEREAS, Annexation Request No. PZ 11-610-03 states the reasons for requesting annexation and describing the property and attaching a map thereof; and

WHEREAS, the City recently completed installation of a 12-inch water main in Ventura Boulevard that, when fully connected to the City's water system, is available to serve the property and the proposed development; and

WHEREAS, Ventura County Local Agency Formation Commission (LAFCo) policies 5.1.2 and 5.1.7 strongly direct properties seeking a city's utility services to request annexation to that city when the property is contiguous to the city limits.

WHEREAS, the subject parcel is contiguous to the boundary of the City of Oxnard on the parcel's west and south edges; and

WHEREAS, the owners have requested a concurrent pre-zoning of the property to C-2-PD (General Commercial Planned Development) consistent with the Oxnard 2030 General Plan land use designation of Commercial General; and

WHEREAS, the annexation and pre-zoning are found to be consistent with the 2030 General Plan; and

WHEREAS, Sections 15302, 15303, and 15319 of Title 14 of the California Code of Regulations exempt the project from the requirement for the preparation of environmental documents imposed by the State California Environmental Quality Act; and

WHEREAS, the Planning Commission of the City of Oxnard having held a public hearing, reviewed the request and map, and having studied the land use of the area, finds that:

1. The location and topography of the proposed annexation is within the natural area of development of the City of Oxnard and within the LAFCo Sphere of Influence that represents the probable future boundaries and service area of the City.
2. The proposed annexation is located within the City Urban Restriction Boundary established by the Save Open Space and Agricultural Resources uncodified ordinance and does not require voter approval for annexation.
3. The proposed annexation conforms in extent and purpose to the 2030 General Plan.

NOW, THEREFORE, BE IT RESOLVED that the Planning Commission of the City of Oxnard hereby recommends that the City Council proceed with Annexation No. PZ 11-610-03 and pre-zoning PZ 11-560-02 for the land comprising said annexation and that rezoning be established as C-2-PD as shown on "Exhibit A," attached hereto.

PASSED AND ADOPTED by the Planning Commission of the City of Oxnard on this 3rd day of April, 2014, by the following vote:

AYES: Commissioners: Frank, Murguía, Huber, Nash, Mullin, Okada

NOES: Commissioners:

ABSENT: Commissioners: Stewart

Co-Chair Sonny Okada

ATTEST: _____
Ashley Golden, Secretary

EXHIBIT A

CITY COUNCIL OF THE CITY OF OXNARD

ORDINANCE NO.

ORDINANCE OF THE CITY COUNCIL OF THE CITY OF OXNARD APPROVING PZ 11-560-02, TO PREZONE PROPERTY LOCATED AT 2991 EAST VENTURA BOULEVARD (APN 149-082-030) TO GENERAL COMMERCIAL PLANNED DEVELOPMENT (C-2-PD). FILED BY DEWEY PEST CONTROL, C/O HARRY HEADY, 8495 GARDEN STREET, ALTA LOMA, CA, 91701.

WHEREAS, the owners of the unincorporated parcel located at 2991 East Ventura Boulevard have filed Annexation Request No. PZ 11-610-03 to annex to the City of Oxnard (City), Calleguas Municipal Water District, and the Metropolitan Water District; and

WHEREAS, Annexation Request No. PZ 11-610-03 states the reasons for requesting annexation and describing the property and attaching a map thereof; and

WHEREAS, the owners have requested a concurrent pre-zoning of the property to C-2-PD (General Commercial Planned Development) consistent with the Oxnard 2030 General Plan land use designation of Commercial General; and

WHEREAS, on April 3, 2014, the Planning Commission of the City of Oxnard held a public hearing, reviewed the request, and recommended that the City Council approve the requested rezoning; and

WHEREAS, the City Council has carefully reviewed Planning Commission Resolution No. 2014-XX recommending approval of a rezoning for the subject property; and

WHEREAS, the City Council has held a public hearing and received and reviewed written and oral comments related to the proposed rezoning PZ No. 11-560-02; and

WHEREAS, the City Council finds after due study and deliberation that the public interest and general welfare require the adoption of PZ No. 11-560-02 and the rezoning to C-2-PD as shown on Exhibit A hereto; and

WHEREAS, the City Council finds that the rezoning is consistent with the 2030 General Plan; and

WHEREAS, Sections 15303 and 15319 of Title 14 of the California Code of Regulations exempt the project from the requirement for the preparation of environmental documents imposed by the State California Environmental Quality Act; and

WHEREAS, Applicants agree, as a condition of adoption of this resolution at each Applicant's own expense, to indemnify, defend, and hold harmless City and its agents, officers, and employees from and against any claim, action or proceeding to attack, review, set aside, void,

or annul the approval of this resolution or any proceedings, acts, or determination taken, done, or made prior thereto that were part of the approval process.

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

- Part 4. Zone Change No. 11-560-02 (Rezoning) is approved, as shown on the map attached hereto as Exhibit A and incorporated herein by reference.
- Part 5. Within fifteen days after passage, the City Clerk shall cause this ordinance to be published one time in a newspaper of general circulation, published and circulated in the City. Ordinance No. _____ was first read on _____, and finally adopted on _____, to become effective thirty days thereafter.

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

AYES:

NOES:

ABSENT:

Tim Flynn, Mayor

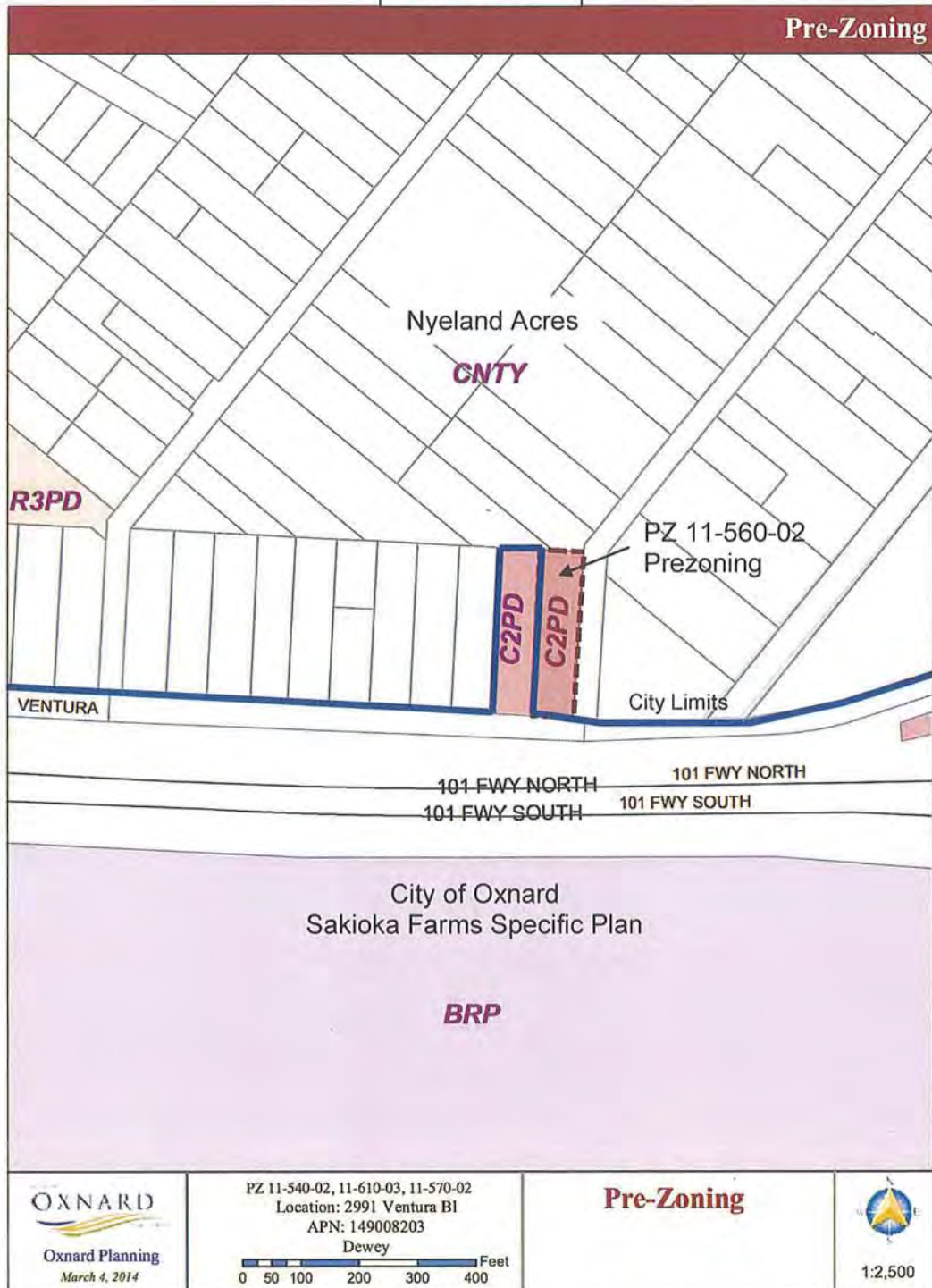
ATTEST:

Daniel Martinez, City Clerk

APPROVED AS TO FORM:

Stephen M. Fischer, Interim City Attorney

EXHIBIT A





Meeting Date: 5 / 6 / 14

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

Prepared By: Sergio Cervantes

SC

Agenda Item No. I-1

Reviewed By: City Manager

City Attorney

Finance

Other (Specify)

DATE: April 16, 2014**TO:** City Council**FROM:** Michael Henderson, General Services Superintendent
City Manager Department

MA

SUBJECT: Levy of 2014-2015 Assessments in Mandalay Beach Maintenance District**RECOMMENDATION**

That City Council:

1. Hold a public hearing to receive public testimony regarding the proposed FY 2014-2015 assessments for the Mandalay Beach Maintenance District.
2. Adopt a resolution fixing the special assessment tax in the Mandalay Beach Maintenance District for FY 2014-2015.

SUMMARY

The assessment district for the maintenance of the beachfront and landscaping on public rights-of-way within Tract No. 2923, the Mandalay Beach Maintenance District was established in November 1983 by Resolution No. 8586. The proposed resolution fixes the assessments to be collected via tax rolls for FY 2014-2015 for this district. The assessments have not increased over the assessments fixed for FY 2013-2014. After Council adopts the resolution, assessment data will be delivered to the County Auditor-Controller's Office for processing and collection of FY 2014-2015 assessments.

DISCUSSION

On November 22, 1983, an assessment district was formed pursuant to the Improvement Act of 1911 in order to recover the cost of the City's maintenance of a 36-acre beach area, plus landscaping on public rights-of-way within Tract No. 2923, the Mandalay Beach Maintenance District. This district was required as a condition to development imposed by the Coastal Commission and as a provision of a development agreement with the City. The assessments are exempt from Article XIII D of the California Constitution by reason of Section 5 thereof. The City's responsibility to maintain the above-mentioned areas became effective on July 1, 1986. On July 5, 1988, City Council adopted Resolution No. 9500, which shifted the bulk of the District's beach maintenance costs from The Colony residents to the Mandalay Beach Resort Hotel. The assessment rate for FY 2014-2015 is computed as follows:

April 16, 2014

Page 2

1. LANDSCAPE MAINTENANCE

Parks Division staff has determined that the District will maintain 66,660 square feet of public landscaping. This includes landscape areas along Falkirk Avenue, Harbor Boulevard, Mandalay Beach Road, Costa del Oro, and the bikeway/greenbelt along the southerly property line.

The City's recommended budget for landscaping maintenance costs for fiscal year 2014-2015 for this district is \$21,293, plus the County's collection fee of \$53, for a net fiscal cost of \$21,346. Based on an agreement between the residential developers and the Mandalay Beach Resort Hotel, executed in February 1984, 75.4 percent of the \$21,346 cost is allocated to The Colony (\$16,095), and 24.6 percent to the Hotel (\$5,251).

2. BEACH MAINTENANCE

Prior agreements between the City and the developers, based on the relative length of beach area fronting the Hotel and the public beach park property, call for the District to bear 60 percent of the beach maintenance cost. Of this cost, based on Resolution No. 9500, 75.4 percent is borne by the Hotel and 24.6 percent by The Colony. The remaining 40 percent is borne by the City as part of the total operating cost of Oxnard Beach Park.

The annual beach maintenance cost has been updated as follows:

	<u>District's</u>	<u>City's</u>
Annual Cleaning Costs	\$ 30,092	\$ 30,092
	x 60%	x 40%
FY 2014-2015 District and City Costs	\$ 18,055	<u>\$ 12,037</u>
County Collection Fee	<u>45</u>	
District's Total Beach Maintenance Cost	<u>\$ 18,100</u>	
Hotel's portion (75.4%)	13,647	
Colony's portion (24.6%)	4,453	
District's Total Beach Maintenance Cost	<u>\$ 18,100</u>	

The cost to the District for both landscaping and beach maintenance is \$39,446. A breakdown of individual assessments is provided at the conclusion of this report.

April 16, 2014

Page 3

3. CONCLUSION

The Hotel property owner, which occupies assessor's parcel number 191-0-380-105, will be assessed \$18,898 (24.6%, or \$5,251, for landscape maintenance and 75.4%, or \$13,647, for beach maintenance). The Hotel's total costs are equal to the Hotel's costs for FY 2013-2014.

The Colony, whose individual parcel numbers are shown on Attachment No. 2, will be assessed \$20,548 (75.4%, or \$16,095, for landscape maintenance and 24.6%, or \$4,453, for beach maintenance). The 440 individual property owners within The Colony will each be assessed \$46.70 for FY 2014-2015, which is equal to the assessments for FY 2013-2014.

FINANCIAL IMPACT

The City will assess property owners in FY 2014-2015 to pay landscape maintenance costs and 60 percent of beach maintenance costs for the Mandalay Beach Maintenance District. The City's portion of the beach maintenance, 40 percent, will be included in the FY 2014-2015 budget.

Attachment 1 - Resolution Fixing Assessments

CITY COUNCIL OF THE CITY OF OXNARD

RESOLUTION NO.

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF
OXNARD LEVYING A SPECIAL ASSESSMENT TAX FOR
FISCAL YEAR 2014-2015 WITHIN THE MANDALAY BEACH
MAINTENANCE DISTRICT

WHEREAS, by Resolution No. 8586, adopted November 22, 1983, the City Council formed the Mandalay Beach Maintenance District (the "District") pursuant to the maintenance district provisions of the Improvement Act of 1911 (Streets and Highways Code section 5820 et. seq.); and

WHEREAS, formation of the District was required as a condition to development imposed by the California Coastal Commission and also as part of a development agreement between the City and the developer owning all of the parcels subject to assessment at the time assessments were initially imposed; and

WHEREAS, the City Council is required by Streets and Highways Code section 5830 to estimate the cost of maintaining and operating the improvements within the District, to decide whether the cost of such maintenance and operation shall be borne wholly or partially by the District, and to levy a special assessment tax within the District sufficient to raise the money to pay for such cost; and

WHEREAS, the City Council wishes to levy such assessments for FY 2014-2015 in an amount sufficient to cover all of the expense of maintaining the landscaping and to cover 60% of the expense of maintaining the beach area, with the City paying the remaining 40% of the latter expense; and

WHEREAS, assessments existed in the District throughout FY 2013-2014, and such assessments are not proposed to increase in FY 2014-2015; and

WHEREAS, the assessments are imposed exclusively to finance the capital costs and maintenance and operation expenses for sidewalks, streets, water, flood control, drainage systems and vector control, inasmuch as the beach is public right of way that serves much as a street, manages water and is part of the flood control and drainage systems in the District, and the landscaping is located in or adjacent to sidewalks, streets and other public rights of way and maintenance of the landscaping involves irrigation and vector control; and

WHEREAS, for the foregoing reasons, the assessments are exempt from Article XIII D of the California Constitution, by reason of section 5 thereof; and

WHEREAS, a description of the improvements and the proposed special assessment taxes on real property in the district is contained in the agenda report dated April 16, 2014 on file with the City Clerk ("the agenda report").

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

1. The City Council estimates the cost of maintaining and operating the improvements within the District for FY 2014-2015 at \$51,483, with \$39,446 to be paid from assessments and \$12,037 to be paid by the City, as more particularly set out in the agenda report. The \$39,446 is allocated as follows:

100% of landscape maintenance costs	\$21,346
60% of beach maintenance costs	<u>18,100</u>
Total	\$39,446

2. The \$39,446 is apportioned among the property owners within the District, as follows:

24.6% of landscape maintenance costs to hotel parcel (APN #191-0-380-105)
75.4% of landscape maintenance costs to Colony condominium parcels (440 APNs)
24.6% of beach maintenance costs to Colony condominium parcels (440 APNs)
75.4% of beach maintenance costs to hotel parcel (APN #191-0-380-105)

3. The City Council levies a special assessment tax for FY 2014-2015 on the real property in the District as follows and attached herein:

APN #191-0-380-105	\$18,898
\$46.70 on each of 440 Colony APNs	\$20,548

4. In accordance with Government Code section 36936.1, the City Clerk is instructed to cause this resolution to be published one time in a newspaper of general circulation within the City within 15 days after adoption.

5. In accordance with Government Code section 53901, the City Clerk is instructed to immediately file with the Ventura County Auditor a certified copy of this resolution.

PASSED AND ADOPTED THIS _____ day of _____, 2014, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

ATTEST:

Daniel Martinez, City Clerk

Tim Flynn, Mayor

APPROVED AS TO FORM:

Stephen M. Fischer, Interim City Attorney

MANDALAY BEACH ASSESSMENTS

<u>APN</u>	<u>DIST.</u>	<u>ZONE</u>	<u>AMOUNT</u>	<u>APN</u>	<u>DIST.</u>	<u>ZONE</u>	<u>AMOUNT</u>
1910380105	12	49	\$ 18,898.00	1910430165	12	49	\$ 46.70
1910390015	12	49	\$ 46.70	1910430175	12	49	\$ 46.70
1910390025	12	49	\$ 46.70	1910430185	12	49	\$ 46.70
1910390035	12	49	\$ 46.70	1910430195	12	49	\$ 46.70
1910390045	12	49	\$ 46.70	1910430205	12	49	\$ 46.70
1910390055	12	49	\$ 46.70	1910430215	12	49	\$ 46.70
1910390065	12	49	\$ 46.70	1910430225	12	49	\$ 46.70
1910390075	12	49	\$ 46.70	1910430235	12	49	\$ 46.70
1910390085	12	49	\$ 46.70	1910430245	12	49	\$ 46.70
1910390095	12	49	\$ 46.70	1910430255	12	49	\$ 46.70
1910390105	12	49	\$ 46.70	1910430265	12	49	\$ 46.70
1910390115	12	49	\$ 46.70	1910430275	12	49	\$ 46.70
1910390125	12	49	\$ 46.70	1910430285	12	49	\$ 46.70
1910390135	12	49	\$ 46.70	1910430295	12	49	\$ 46.70
1910390145	12	49	\$ 46.70	1910430305	12	49	\$ 46.70
1910390155	12	49	\$ 46.70	1910430315	12	49	\$ 46.70
1910390165	12	49	\$ 46.70	1910430325	12	49	\$ 46.70
1910390175	12	49	\$ 46.70	1910430335	12	49	\$ 46.70
1910390185	12	49	\$ 46.70	1910430345	12	49	\$ 46.70
1910390195	12	49	\$ 46.70	1910430355	12	49	\$ 46.70
1910390205	12	49	\$ 46.70	1910430365	12	49	\$ 46.70
1910390215	12	49	\$ 46.70	1910430375	12	49	\$ 46.70
1910390225	12	49	\$ 46.70	1910430385	12	49	\$ 46.70
1910390235	12	49	\$ 46.70	1910430395	12	49	\$ 46.70
1910390245	12	49	\$ 46.70	1910430405	12	49	\$ 46.70
1910390255	12	49	\$ 46.70	1910430415	12	49	\$ 46.70
1910390265	12	49	\$ 46.70	1910430425	12	49	\$ 46.70
1910390275	12	49	\$ 46.70	1910430435	12	49	\$ 46.70
1910390285	12	49	\$ 46.70	1910430445	12	49	\$ 46.70
1910390295	12	49	\$ 46.70	1910430455	12	49	\$ 46.70
1910390305	12	49	\$ 46.70	1910430465	12	49	\$ 46.70
1910390315	12	49	\$ 46.70	1910430475	12	49	\$ 46.70
1910390325	12	49	\$ 46.70	1910430485	12	49	\$ 46.70
1910390335	12	49	\$ 46.70	1910430495	12	49	\$ 46.70
1910390345	12	49	\$ 46.70	1910430505	12	49	\$ 46.70
1910390355	12	49	\$ 46.70	1910430515	12	49	\$ 46.70
1910390365	12	49	\$ 46.70	1910430525	12	49	\$ 46.70
1910390375	12	49	\$ 46.70	1910430535	12	49	\$ 46.70
1910390385	12	49	\$ 46.70	1910430545	12	49	\$ 46.70
1910390395	12	49	\$ 46.70	1910430555	12	49	\$ 46.70
1910390405	12	49	\$ 46.70	1910430565	12	49	\$ 46.70
1910390415	12	49	\$ 46.70	1910430575	12	49	\$ 46.70
1910390425	12	49	\$ 46.70	1910430585	12	49	\$ 46.70
1910390435	12	49	\$ 46.70	1910430595	12	49	\$ 46.70
1910390445	12	49	\$ 46.70	1910430605	12	49	\$ 46.70
1910390455	12	49	\$ 46.70	1910430615	12	49	\$ 46.70
1910390465	12	49	\$ 46.70	1910430625	12	49	\$ 46.70
1910390475	12	49	\$ 46.70	1910430635	12	49	\$ 46.70
1910390485	12	49	\$ 46.70	1910430645	12	49	\$ 46.70
1910390495	12	49	\$ 46.70	1910430655	12	49	\$ 46.70
1910390505	12	49	\$ 46.70	1910430665	12	49	\$ 46.70
1910390515	12	49	\$ 46.70	1910430675	12	49	\$ 46.70
1910390525	12	49	\$ 46.70	1910430685	12	49	\$ 46.70
1910390535	12	49	\$ 46.70	1910430695	12	49	\$ 46.70
1910390545	12	49	\$ 46.70	1910430705	12	49	\$ 46.70

Attachment 1
Exhibit A
Page 3 of 6

MANDALAY BEACH ASSESSMENTS

<u>APN</u>	<u>DIST.</u>	<u>ZONE</u>	<u>AMOUNT</u>	<u>APN</u>	<u>DIST.</u>	<u>ZONE</u>	<u>AMOUNT</u>
1910390555	12	49	\$ 46.70	1910430715	12	49	\$ 46.70
1910390565	12	49	\$ 46.70	1910430725	12	49	\$ 46.70
1910390575	12	49	\$ 46.70	1910440015	12	49	\$ 46.70
1910390585	12	49	\$ 46.70	1910440025	12	49	\$ 46.70
1910390595	12	49	\$ 46.70	1910440035	12	49	\$ 46.70
1910390605	12	49	\$ 46.70	1910440045	12	49	\$ 46.70
1910390615	12	49	\$ 46.70	1910440055	12	49	\$ 46.70
1910390625	12	49	\$ 46.70	1910440065	12	49	\$ 46.70
1910390635	12	49	\$ 46.70	1910440075	12	49	\$ 46.70
1910390645	12	49	\$ 46.70	1910440085	12	49	\$ 46.70
1910390655	12	49	\$ 46.70	1910440095	12	49	\$ 46.70
1910390665	12	49	\$ 46.70	1910440105	12	49	\$ 46.70
1910390675	12	49	\$ 46.70	1910440115	12	49	\$ 46.70
1910390685	12	49	\$ 46.70	1910440125	12	49	\$ 46.70
1910390695	12	49	\$ 46.70	1910440135	12	49	\$ 46.70
1910390705	12	49	\$ 46.70	1910440145	12	49	\$ 46.70
1910390715	12	49	\$ 46.70	1910440155	12	49	\$ 46.70
1910390725	12	49	\$ 46.70	1910440165	12	49	\$ 46.70
1910390735	12	49	\$ 46.70	1910440175	12	49	\$ 46.70
1910390745	12	49	\$ 46.70	1910440185	12	49	\$ 46.70
1910390755	12	49	\$ 46.70	1910440195	12	49	\$ 46.70
1910390765	12	49	\$ 46.70	1910440205	12	49	\$ 46.70
1910390775	12	49	\$ 46.70	1910440215	12	49	\$ 46.70
1910390785	12	49	\$ 46.70	1910440225	12	49	\$ 46.70
1910390795	12	49	\$ 46.70	1910440235	12	49	\$ 46.70
1910390805	12	49	\$ 46.70	1910440245	12	49	\$ 46.70
1910390815	12	49	\$ 46.70	1910440255	12	49	\$ 46.70
1910390825	12	49	\$ 46.70	1910440265	12	49	\$ 46.70
1910390835	12	49	\$ 46.70	1910440275	12	49	\$ 46.70
1910390845	12	49	\$ 46.70	1910440285	12	49	\$ 46.70
1910390855	12	49	\$ 46.70	1910440295	12	49	\$ 46.70
1910390865	12	49	\$ 46.70	1910440305	12	49	\$ 46.70
1910390875	12	49	\$ 46.70	1910440315	12	49	\$ 46.70
1910390885	12	49	\$ 46.70	1910440325	12	49	\$ 46.70
1910390895	12	49	\$ 46.70	1910440335	12	49	\$ 46.70
1910390905	12	49	\$ 46.70	1910440345	12	49	\$ 46.70
1910390915	12	49	\$ 46.70	1910440355	12	49	\$ 46.70
1910390925	12	49	\$ 46.70	1910440365	12	49	\$ 46.70
1910390935	12	49	\$ 46.70	1910440375	12	49	\$ 46.70
1910390945	12	49	\$ 46.70	1910440385	12	49	\$ 46.70
1910390955	12	49	\$ 46.70	1910440395	12	49	\$ 46.70
1910390965	12	49	\$ 46.70	1910440405	12	49	\$ 46.70
1910390975	12	49	\$ 46.70	1910440415	12	49	\$ 46.70
1910390985	12	49	\$ 46.70	1910440425	12	49	\$ 46.70
1910400015	12	49	\$ 46.70	1910440435	12	49	\$ 46.70
1910400025	12	49	\$ 46.70	1910440445	12	49	\$ 46.70
1910400035	12	49	\$ 46.70	1910440455	12	49	\$ 46.70
1910400045	12	49	\$ 46.70	1910440465	12	49	\$ 46.70
1910400055	12	49	\$ 46.70	1910440475	12	49	\$ 46.70
1910400065	12	49	\$ 46.70	1910440485	12	49	\$ 46.70
1910400075	12	49	\$ 46.70	1910440495	12	49	\$ 46.70
1910400085	12	49	\$ 46.70	1910440505	12	49	\$ 46.70
1910400095	12	49	\$ 46.70	1910440515	12	49	\$ 46.70
1910400105	12	49	\$ 46.70	1910440525	12	49	\$ 46.70
1910400115	12	49	\$ 46.70	1910440535	12	49	\$ 46.70

Attachment 1
Exhibit A
Page 4 of 6

MANDALAY BEACH ASSESSMENTS

<u>APN</u>	<u>DIST.</u>	<u>ZONE</u>	<u>AMOUNT</u>	<u>APN</u>	<u>DIST.</u>	<u>ZONE</u>	<u>AMOUNT</u>
1910400125	12	49	\$ 46.70	1910440545	12	49	\$ 46.70
1910400135	12	49	\$ 46.70	1910440555	12	49	\$ 46.70
1910400145	12	49	\$ 46.70	1910440565	12	49	\$ 46.70
1910400155	12	49	\$ 46.70	1910440575	12	49	\$ 46.70
1910400165	12	49	\$ 46.70	1910440585	12	49	\$ 46.70
1910400175	12	49	\$ 46.70	1910440595	12	49	\$ 46.70
1910400185	12	49	\$ 46.70	1910440605	12	49	\$ 46.70
1910400195	12	49	\$ 46.70	1910440615	12	49	\$ 46.70
1910400205	12	49	\$ 46.70	1910440625	12	49	\$ 46.70
1910400215	12	49	\$ 46.70	1910440635	12	49	\$ 46.70
1910400225	12	49	\$ 46.70	1910440645	12	49	\$ 46.70
1910400235	12	49	\$ 46.70	1910440655	12	49	\$ 46.70
1910400245	12	49	\$ 46.70	1910440665	12	49	\$ 46.70
1910400255	12	49	\$ 46.70	1910440675	12	49	\$ 46.70
1910400265	12	49	\$ 46.70	1910440685	12	49	\$ 46.70
1910400275	12	49	\$ 46.70	1910450015	12	49	\$ 46.70
1910400285	12	49	\$ 46.70	1910450025	12	49	\$ 46.70
1910400295	12	49	\$ 46.70	1910450035	12	49	\$ 46.70
1910400305	12	49	\$ 46.70	1910450045	12	49	\$ 46.70
1910400315	12	49	\$ 46.70	1910450055	12	49	\$ 46.70
1910400325	12	49	\$ 46.70	1910450065	12	49	\$ 46.70
1910400335	12	49	\$ 46.70	1910450075	12	49	\$ 46.70
1910400345	12	49	\$ 46.70	1910450085	12	49	\$ 46.70
1910400355	12	49	\$ 46.70	1910450095	12	49	\$ 46.70
1910400365	12	49	\$ 46.70	1910450105	12	49	\$ 46.70
1910400375	12	49	\$ 46.70	1910450115	12	49	\$ 46.70
1910400385	12	49	\$ 46.70	1910450125	12	49	\$ 46.70
1910400395	12	49	\$ 46.70	1910450135	12	49	\$ 46.70
1910400405	12	49	\$ 46.70	1910450145	12	49	\$ 46.70
1910400415	12	49	\$ 46.70	1910450155	12	49	\$ 46.70
1910400425	12	49	\$ 46.70	1910450165	12	49	\$ 46.70
1910400435	12	49	\$ 46.70	1910450175	12	49	\$ 46.70
1910400445	12	49	\$ 46.70	1910450185	12	49	\$ 46.70
1910400455	12	49	\$ 46.70	1910450195	12	49	\$ 46.70
1910400465	12	49	\$ 46.70	1910450205	12	49	\$ 46.70
1910400475	12	49	\$ 46.70	1910460015	12	49	\$ 46.70
1910400485	12	49	\$ 46.70	1910460025	12	49	\$ 46.70
1910400495	12	49	\$ 46.70	1910460035	12	49	\$ 46.70
1910400505	12	49	\$ 46.70	1910460045	12	49	\$ 46.70
1910400515	12	49	\$ 46.70	1910460055	12	49	\$ 46.70
1910400525	12	49	\$ 46.70	1910460065	12	49	\$ 46.70
1910400535	12	49	\$ 46.70	1910460075	12	49	\$ 46.70
1910400545	12	49	\$ 46.70	1910460085	12	49	\$ 46.70
1910400555	12	49	\$ 46.70	1910460095	12	49	\$ 46.70
1910400565	12	49	\$ 46.70	1910460105	12	49	\$ 46.70
1910400575	12	49	\$ 46.70	1910460115	12	49	\$ 46.70
1910400585	12	49	\$ 46.70	1910460125	12	49	\$ 46.70
1910400595	12	49	\$ 46.70	1910460135	12	49	\$ 46.70
1910400605	12	49	\$ 46.70	1910460145	12	49	\$ 46.70
1910400615	12	49	\$ 46.70	1910460155	12	49	\$ 46.70
1910400625	12	49	\$ 46.70	1910460165	12	49	\$ 46.70
1910410015	12	49	\$ 46.70	1910460175	12	49	\$ 46.70
1910410025	12	49	\$ 46.70	1910460185	12	49	\$ 46.70
1910410035	12	49	\$ 46.70	1910460195	12	49	\$ 46.70
1910410045	12	49	\$ 46.70	1910460205	12	49	\$ 46.70
1910410055	12	49	\$ 46.70	1910460215	12	49	\$ 46.70
1910410065	12	49	\$ 46.70	1910460225	12	49	\$ 46.70
1910410075	12	49	\$ 46.70	1910460235	12	49	\$ 46.70
1910410085	12	49	\$ 46.70	1910460245	12	49	\$ 46.70
1910410095	12	49	\$ 46.70	1910460265	12	49	\$ 46.70
1910410105	12	49	\$ 46.70	1910460275	12	49	\$ 46.70
1910410115	12	49	\$ 46.70	1910460285	12	49	\$ 46.70

Attachment 1
Exhibit A
Page 5 of 6

MANDALAY BEACH ASSESSMENTS

<u>APN</u>	<u>DIST.</u>	<u>ZONE</u>	<u>AMOUNT</u>	<u>APN</u>	<u>DIST.</u>	<u>ZONE</u>	<u>AMOUNT</u>
1910410125	12	49	\$ 46.70	1910460295	12	49	\$ 46.70
1910410135	12	49	\$ 46.70	1910460305	12	49	\$ 46.70
1910410145	12	49	\$ 46.70	1910460315	12	49	\$ 46.70
1910410155	12	49	\$ 46.70	1910460325	12	49	\$ 46.70
1910410165	12	49	\$ 46.70	1910460335	12	49	\$ 46.70
1910410175	12	49	\$ 46.70	1910460345	12	49	\$ 46.70
1910410185	12	49	\$ 46.70	1910460355	12	49	\$ 46.70
1910410195	12	49	\$ 46.70	1910460365	12	49	\$ 46.70
1910410205	12	49	\$ 46.70	1910460375	12	49	\$ 46.70
1910410215	12	49	\$ 46.70	1910460385	12	49	\$ 46.70
1910410225	12	49	\$ 46.70	1910460395	12	49	\$ 46.70
1910410235	12	49	\$ 46.70	1910460405	12	49	\$ 46.70
1910410245	12	49	\$ 46.70	1910460415	12	49	\$ 46.70
1910410255	12	49	\$ 46.70	1910460425	12	49	\$ 46.70
1910410265	12	49	\$ 46.70	1910460435	12	49	\$ 46.70
1910410275	12	49	\$ 46.70	1910460445	12	49	\$ 46.70
1910410285	12	49	\$ 46.70	1910460455	12	49	\$ 46.70
1910410295	12	49	\$ 46.70	1910460465	12	49	\$ 46.70
1910410305	12	49	\$ 46.70	1910460475	12	49	\$ 46.70
1910410315	12	49	\$ 46.70	1910460485	12	49	\$ 46.70
1910410325	12	49	\$ 46.70	1910460495	12	49	\$ 46.70
1910410335	12	49	\$ 46.70	1910460505	12	49	\$ 46.70
1910410345	12	49	\$ 46.70	1910460515	12	49	\$ 46.70
1910410355	12	49	\$ 46.70	1910460525	12	49	\$ 46.70
1910410365	12	49	\$ 46.70	1910460535	12	49	\$ 46.70
1910410375	12	49	\$ 46.70	1910460545	12	49	\$ 46.70
1910410385	12	49	\$ 46.70	1910460555	12	49	\$ 46.70
1910410395	12	49	\$ 46.70	1910460565	12	49	\$ 46.70
1910410405	12	49	\$ 46.70	1910460575	12	49	\$ 46.70
1910410415	12	49	\$ 46.70	1910460585	12	49	\$ 46.70
1910410425	12	49	\$ 46.70	1910460595	12	49	\$ 46.70
1910410435	12	49	\$ 46.70	1910460605	12	49	\$ 46.70
1910410445	12	49	\$ 46.70	1910460615	12	49	\$ 46.70
1910410455	12	49	\$ 46.70	1910460625	12	49	\$ 46.70
1910410465	12	49	\$ 46.70	1910460635	12	49	\$ 46.70
1910410475	12	49	\$ 46.70	1910460645	12	49	\$ 46.70
1910410485	12	49	\$ 46.70	1910460655	12	49	\$ 46.70
1910430015	12	49	\$ 46.70	1910460665	12	49	\$ 46.70
1910430025	12	49	\$ 46.70	1910460675	12	49	\$ 46.70
1910430035	12	49	\$ 46.70	1910460685	12	49	\$ 46.70
1910430045	12	49	\$ 46.70	1910460695	12	49	\$ 46.70
1910430055	12	49	\$ 46.70	1910460705	12	49	\$ 46.70
1910430065	12	49	\$ 46.70	1910460715	12	49	\$ 46.70
1910430075	12	49	\$ 46.70	1910460725	12	49	\$ 46.70
1910430085	12	49	\$ 46.70	1910460735	12	49	\$ 46.70
1910430095	12	49	\$ 46.70				
1910430105	12	49	\$ 46.70				
1910430115	12	49	\$ 46.70				
1910430125	12	49	\$ 46.70				
1910430135	12	49	\$ 46.70				
1910430145	12	49	\$ 46.70				
1910430155	12	49	\$ 46.70				

Attachment 1
Exhibit A
Page 6 of 6

Meeting Date: 05/6/2014

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

Prepared By: Juliette Dang JD Agenda Item No. I-2

Reviewed By: City Manager [Signature] City Attorney SMF Finance JC Other (Specify) _____

DATE: May 6, 2014

TO: City Council

FROM: William E. Wilkins, Housing Director
Housing Department [Signature]

SUBJECT: Public Hearing to Consider Oxnard's Fiscal Year 2014-2015 Annual Action Plan (AAP) including Applications to the U.S. Department of Housing and Urban Development (HUD).

RECOMMENDATION

That City Council:

1. Conduct a Public Hearing to receive comments and provide direction to staff on changes to the Annual Action Plan (AAP), and approve the AAP with recommended use of funds;
2. Authorize the Interim City Manager to make any changes to the AAP as directed;
3. Authorize the Interim City Manager to execute the required applications, certifications, and other pertinent documents for the submission of AAP to the United States Department of Housing and Urban Development (HUD); and
4. Authorize the Interim City Manager to sign any documents or agreements required by HUD for the implementation of the AAP.

DISCUSSION

Background

Every year, the City must submit an AAP to HUD, which serves as an annual application for three entitlement grants: Community Development Block (CDBG), HOME Investment Partnerships Act (HOME), and Emergency Solutions Grant (HESG). On May 2012, HUD's Office of Community Planning and Development (CPD) introduced the eCon Planning Suite, which requires cities to electronically submit the Consolidate Plan and the AAP in the Integrated Disbursement and Information System (IDIS).

The FY 2014-2015 AAP, which is the second-year component of the FY2013-2018 Consolidated Plan is presented for your review and approval. The total amount available in CDBG, HOME, and HESG funding for projects and activities for the period from July 1, 2014 to June 30, 2015 is \$3,376,303 (Attachment 1).

Citizen Participation Plan Process

The FY2013-2018 Consolidated Plan and FY 2013-2014 AAP were approved by the Council in June 2013 and by HUD in September 2013. The City has added "Economic Development" as a new goal to the strategic plan of the Consolidated Plan in order to include the Micro-enterprise Assistance activity in the FY 2014-2015 AAP.

Prior to the submission of the application for FY 2014-2015 AAP, as required by the Citizen Participation Plan (Attachment 2), three public hearings were scheduled:

- First public hearing was held on December 10, 2013 to receive public comments on the unmet needs of the community
- Second public hearing was held on March 18, 2014 to receive public comments and City Council directions on goals and objectives to be included in the FY 2014-15 AAP.
- Third public hearing is scheduled for May 6, 2014 to obtain the approval from the City Council to submit the application of the FY2014-2015 entitlement grants and the AAP with detailed proposed projects to HUD.

Copies of the draft of the AAP are available for public review at the City of Oxnard's Main Library, City Clerk's Office, and Housing Department (See Attachment 2). The city will accommodate people with special needs, wanting to participate in the hearing, if they contact the City Clerk's Office at least 72 hours prior to the public hearing.

Annual Action Plan FY 2014-2015 Funding

The City anticipates receiving FY 2014-2015 allocation from HUD, as follows:

CDBG	\$ 2,145,231
HOME	\$ 638,502
HESG	<u>\$ 177,570</u>
Total HUD allocation	\$ 2,961,303

Additionally, the City has reprogrammed \$185,000 of CDBG funds and \$130,000 of HOME funds from previously completed projects. The estimated program income is approximately \$50,000 for CDBG and \$50,000 for HOME. Staff recommendations for the detailed uses of CDBG, HOME and HESG funds will be addressed during the public hearing meeting.

FINANCIAL IMPACT

Final funding is subject to HUD's approval of the AAP submission. The total anticipated funding from the three HUD grants will be \$2,961,303 and the total available resources will be \$3,376,303 including the reprogrammed funds and program income.

The impact on the City's funds will depend on the final allocation approved by the City Council as well as approval of the AAP by HUD.

Attachment 1 – Certificate of Publication

Attachment 2 – Citizen Participation Plan

Attachment 3 – Draft of FY 2014-2015 Annual Action Plan

Note: Attachment 3 has been provided to City Council under separate cover.

Certificate of Publication

I.O. #1335361

In Matter of Publication of:

Public Notice

State of California)
))§
 County of Ventura)

I, Maria Rodriguez, hereby certify that the Ventura County Star Newspaper has been adjudged a newspaper of general circulation by the Superior Court of California, County of Ventura within the provisions of the Government Code of the State of California, printed in the City of Camarillo, for circulation in the County of Ventura, State of California; that I am a clerk of the printer of said paper; that the annexed clipping is a true printed copy and publishing in said newspaper on the following dates to wit:

April 05, 2014

I, Maria Rodriguez certify under penalty of perjury, that the foregoing is true and correct.

Dated this April 07, 2014; in Camarillo, California, County of Ventura.

M.R.
Maria Rodriguez
 (Signature)

CITY OF OXNARD NOTICE OF 30-DAY PUBLIC REVIEW FY 2014-2015 ANNUAL ACTION PLAN																																									
NOTICE IS HEREBY GIVEN that the City of Oxnard (City) has prepared its One-Year Action Plan (FY 2014-2015). The publication of this notice is the beginning of the 30-day public review period required under Federal Regulation 24 CFR 91.103(b) (2). The public review period will conclude on April 7, 2014, and conclusion on May 8, 2014. NOTICE IS HEREBY FURTHER GIVEN that the One-Year Action Plan will be presented to the City Council (Council) for approval on the following date: DATE: May 8, 2014 LOCATION: City Council Chambers 305 West Third Street Oxnard, California 93030 TIME: 6:00 PM and thereafter At this meeting, the Council will receive public comments on the One-Year Annual Action Plan (AAP) and consider the submission of the Plan to the U.S. Department of Housing and Urban Development (HUD) on or before May 15, 2014. BACKGROUND Each year, the City has participated in grant programs sponsored by HUD. HUD programs included the Community Development Block Grant (CDBG), HOME Investment Partnerships Act (HOME), and Emergency Solutions Grant (ESG) Programs. The City will receive the following amounts for FY 2014-2015 as follows: <table border="1"> <tr> <td>CDBG</td> <td>\$ 2,145,231</td> </tr> <tr> <td>HOME</td> <td>\$ 105,000</td> </tr> <tr> <td>ESG</td> <td>\$ 177,570</td> </tr> <tr> <td>TOTAL EXPECTED REVENUES:</td> <td>\$ 2,427,801</td> </tr> </table> ONE-YEAR ACTION PLAN For the fiscal year beginning July 1, 2014, and ending June 30, 2015, the City proposes the utilization of grant funds to implement the programs and activities as follows: <table border="1"> <tr> <th colspan="2">COMMUNITY DEVELOPMENT BLOCK GRANT</th> </tr> <tr> <td>Fiscal Year 2014-2015 Award</td> <td>\$ 2,145,231</td> </tr> <tr> <td>Estimated Program Income</td> <td>\$ 50,000</td> </tr> <tr> <td>Reprogrammed From Completed Projects</td> <td>\$ 105,000</td> </tr> <tr> <td>Total CDBG funding Available:</td> <td>\$ 2,300,231</td> </tr> <tr> <th colspan="2">PROPOSED CDBG PROJECTS</th> </tr> <tr> <td>Administrative Activities</td> <td>\$ 438,046</td> </tr> <tr> <td>Public Service Projects</td> <td>\$ 348,599</td> </tr> <tr> <td>Direct Benefit Projects</td> <td>\$ 1,562,889</td> </tr> <tr> <td>TOTAL PROPOSED CDBG ACTIVITIES/PROJECTS:</td> <td>\$ 2,349,534</td> </tr> </table>		CDBG	\$ 2,145,231	HOME	\$ 105,000	ESG	\$ 177,570	TOTAL EXPECTED REVENUES:	\$ 2,427,801	COMMUNITY DEVELOPMENT BLOCK GRANT		Fiscal Year 2014-2015 Award	\$ 2,145,231	Estimated Program Income	\$ 50,000	Reprogrammed From Completed Projects	\$ 105,000	Total CDBG funding Available:	\$ 2,300,231	PROPOSED CDBG PROJECTS		Administrative Activities	\$ 438,046	Public Service Projects	\$ 348,599	Direct Benefit Projects	\$ 1,562,889	TOTAL PROPOSED CDBG ACTIVITIES/PROJECTS:	\$ 2,349,534												
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HOME INVESTMENT PARTNERSHIPS ACT <table border="1"> <tr> <td>Fiscal Year 2014-2015 Award</td> <td>\$ 438,002</td> </tr> <tr> <td>Estimated Program Income</td> <td>\$ 50,000</td> </tr> <tr> <td>Reprogrammed Funds</td> <td>\$ 130,000</td> </tr> <tr> <td>Total HOME funding Available:</td> <td>\$ 618,002</td> </tr> <tr> <th colspan="2">PROPOSED HOME ACTIVITIES</th> </tr> <tr> <td>Program Administration</td> <td>\$ 88,808</td> </tr> <tr> <td>CHDO** Set Aside</td> <td>\$ 384,904</td> </tr> <tr> <td>Project/Programs</td> <td>\$ 144,290</td> </tr> <tr> <td>TOTAL PROPOSED HOME ACTIVITIES/PROJECTS:</td> <td>\$ 618,002</td> </tr> <tr> <td colspan="2">** CHDO means Community Housing Development Organization</td> </tr> <tr> <th colspan="2">EMERGENCY SOLUTIONS GRANT</th> </tr> <tr> <td>Fiscal Year 2014-2015 Estimated Award</td> <td>\$ 177,570</td> </tr> <tr> <td>Total ESG funding Available:</td> <td>\$ 177,570</td> </tr> <tr> <th colspan="2">PROPOSED ESG ACTIVITIES</th> </tr> <tr> <td>Program Administration</td> <td>\$ 13,318</td> </tr> <tr> <td>HMIS</td> <td>\$ 15,000</td> </tr> <tr> <td>Homeless Prevention</td> <td>\$ 93,075</td> </tr> <tr> <td>Rapid Re-housing</td> <td>\$ 22,637</td> </tr> <tr> <td>Shelter</td> <td>\$ 108,540</td> </tr> <tr> <td>TOTAL PROPOSED ESG ACTIVITIES/PROJECTS:</td> <td>\$ 172,570</td> </tr> </table>		Fiscal Year 2014-2015 Award	\$ 438,002	Estimated Program Income	\$ 50,000	Reprogrammed Funds	\$ 130,000	Total HOME funding Available:	\$ 618,002	PROPOSED HOME ACTIVITIES		Program Administration	\$ 88,808	CHDO** Set Aside	\$ 384,904	Project/Programs	\$ 144,290	TOTAL PROPOSED HOME ACTIVITIES/PROJECTS:	\$ 618,002	** CHDO means Community Housing Development Organization		EMERGENCY SOLUTIONS GRANT		Fiscal Year 2014-2015 Estimated Award	\$ 177,570	Total ESG funding Available:	\$ 177,570	PROPOSED ESG ACTIVITIES		Program Administration	\$ 13,318	HMIS	\$ 15,000	Homeless Prevention	\$ 93,075	Rapid Re-housing	\$ 22,637	Shelter	\$ 108,540	TOTAL PROPOSED ESG ACTIVITIES/PROJECTS:	\$ 172,570
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PUBLIC COMMENTS Copies of this draft of the Plan and the AAP will be available for public review at the following locations: City of Oxnard Main Library 251 South "R" Street City of Oxnard City Clerk's Office 305 West Third Street, First Floor City of Oxnard Housing Department 435 South "U" Street If you plan to attend the hearing, staff suggests that you contact the City Clerk's Office at (805) 945-7803 the Thursday prior to the scheduled date to confirm the hearing has not been rescheduled. Persons with disabilities needing special assistance to participate in the hearing, or persons requiring a translator, should also contact the City Clerk's Office at least 72 hours prior to the hearing. For further information, contact Justina Dang, Grants Coordinator at (805) 945-7494. Written comments may be addressed to the following: City of Oxnard - Housing Department Grants Management Division 435 South D Street Oxnard, CA 93030 OXNARD																																									

CITY OF OXNARD

CITIZEN PARTICIPATION PLAN

CONSOLIDATED PLAN

Introduction

The U.S. Department of Housing and Urban Development (HUD) required a community receiving funding under Community Planning and Development formula grant programs to submit to HUD a multi-year Consolidated Plan and Annual Action Plan component. The Consolidated Plan is a program and funding implementation plan combined in one document, and states the City's objectives for housing and community planning and development. The formula grant programs include Community Development Block Grant (CDBG), including activities under Section 108, such as guaranteed loan funds, Emergency Shelter Grants (ESG), HOME Investment Partnerships (HOME), and Housing Opportunities for Persons With Aids (HOPWA). In addition, a community must have a Consolidated Plan approved by HUD before receiving funds under a variety of other programs including, but not limited to, the following: the HOPE Public Housing programs; Supportive Housing for the Elderly (Section 202); Single-Room Occupancy Housing (SRO); Shelter Plus Care; John Heinz Neighborhood Development; and, Lead-Based Paint Hazard Reduction.

An important component in the preparation of the Consolidated Plan is a Citizen Participation Plan (CP Plan), which must be adopted by City Council. The CP Plan must assure participation by all citizens will be encouraged including minorities, non-English speaking persons, and persons with mobility, visual, or hearing impairments. The CP Plan is also designed to specifically encourage participation in the development of the Consolidated Plan by low- and very-low income persons, especially in blighted areas, and by persons in areas proposed to receive CDBG funded programs.

The Oxnard CP Plan consists of the following elements:

Public Outreach and Access

- * Prior to the adoption of the Consolidated Plan by City Council the following information shall be made available to citizens, public agencies and other interested parties.
 - Amount of funds available for the proposed plan
 - Range of activities that may be undertaken
 - Activities and funds that will benefit person of low- and very-low income
 - Plans to minimize displacement of persons and to assist any persons displaced.

- A summary of the proposed Consolidated Plan shall be published in one or more newspapers of general, local circulation. The summary shall describe the contents and purpose of the plan and include a list of the locations where copies of the entire plan may be examined. At a minimum, copies of the plan shall be available for public review at the Oxnard Public Library and City Clerk's Office.
- The Consolidated Plan and amendments to the plan shall be made available for public comment for a minimum of 30 days prior to submission to HUD.
- The Consolidated Annual Performance and Evaluation Report (CAPER) shall be made available for public comment for a minimum of 15 days prior to submission to HUD.
- Citizens shall be notified of the availability and given a reasonable opportunity to examine the adopted Consolidated Plan, any amendments, and its CAPER.
- The Housing Director shall be notified about housing and community development plan activities relating to the Oxnard Housing Authority development and surrounding communities.
- The City shall provide citizens, public agencies, and other interested parties with reasonable and timely access to information and records relating to the City's Consolidated Plan and the City's use of assistance under the programs covered by the plan during the preceding multi-year or single year planning process.

Public Hearings

- The City shall hold a minimum of two public hearings per program (Fiscal) year. The purpose of the hearings is to obtain public comments, to address housing and community development needs, and to outline the development of proposed activities.

One of these hearings must be held prior to the time that a public notice is published inviting comments on the proposed Consolidated Plan. The purpose of this initial hearing is to obtain the public comments on housing and community development needs, including priority non-housing community development needs. The second hearing shall be held prior to adoption of the Consolidated Plan and/or Annual Action Plan by the City Council.

- The first hearing may be held in facilities in or adjacent to low/moderate income neighborhoods or City Council Chambers. The second hearing presenting the Consolidated Plan shall be held in the City Council Chambers.
- The hearings shall be scheduled at times to ensure the maximum attendance by residents. Persons with disabilities needing special assistance to participate in the meetings shall contact the City Clerk's Office at least 72 hours prior to the meeting to mobility, visual or hearing impairments shall be accommodated. A Spanish language translator shall be provided at each hearing and other translators may be made available upon request.

- Notices of the hearings shall be sent to members of the Inter-Neighborhood Council Committee (INCC) and the presidents of the public housing tenant advisory councils.

Technical Assistance

The City shall provide, upon request, technical assistance to organizations and individuals representative of low- and moderate-income residents wishing to develop proposals for funding assistance under any of the programs covered by the Consolidated Plan. The City shall determine the level and type of assistance consistent with HUD policies and questions.

Comments and Complaints

- The City shall consider any comments or views of citizens received in writing or orally at the public hearings in preparing the final Consolidated Plan, amendment to the Plan, or CAPER.

A summary of these comments or views, and a summary of any comments or views not accepted and the reasons therefore, shall be attached to the final Consolidated Plan, amendment to the Plan, or CAPER.

- The City shall respond in a timely manner, within 15 days where practical, to all written complaints, grievances and requests for information about the Consolidated Plan.
- The City shall amend the Consolidated Plan when there is a substantial change, defined as follows:
 - A change of 25 percent of an annual grant amount; or
 - A change in an activity's address, where activity is defined as any program or project identified in the Annual Action Plan with an allocated dollar amount.

Adoption of the CP Plan

The City shall provide the public with a reasonable opportunity to comment on the original CP Plan and any amendments thereto, and shall make the CP Plan available. The CP Plan will be made available in other formats for persons with disabilities upon request.

Originally adopted by City Council on October 18, 1994. Modifications adopted by City Council on July 25, 2000.

Executive Summary

AP-05 Executive Summary - 24 CFR 91.200(c), 91.220(b)

1. Introduction

Each year during the current five-year Consolidated Plan (ConPlan) cycle, the City must submit to the U.S. Department of Housing Urban Development (HUD) an Annual Action Plan (AAP), which provides details on the proposed use of HUD funds to meet community needs identified in the ConPlan. The current AAP covers the period of July 1, 2014 to June 30, 2015 (FY 2014-15). It describes the expected federal, state and local resources, the priorities and specific objectives the City hopes to achieve, and the activities that will be undertaken throughout the fiscal year. In recent years, the City of Oxnard's (City) funding allocation from HUD has continued to decline. The current Federal Budget Sequestration will further impact the City's ability to pursue much needed housing and community development activities. The City is struggling to maintain services for its residents. For federal FY 2014, the City's CDBG allocation has decreased less than one percent (.94%) and the HOME allocation has decreased by less than one percent (.59%), compared to the FY 2013 funding levels. However, the City's ESG allocation has been increased by 18 percent. The City's priorities, which are identified in the Consolidated Plan and can be found throughout this Action Plan, are designed to principally serve extremely low, low, and moderate income residents by addressing the following:

- Housing Needs
- Homeless Needs
- Community Services and Special Needs
- Community Facilities and Infrastructure
- Economic Development Needs

The purpose of the AAP is to update the ConPlan. It also provides the City with a basis for assessing its progress in meeting the goals of the Plan through the Consolidated Annual Performance and Evaluation Reports (CAPER). The AAP describes the resources expected to be available in the coming program year from federal, nonfederal, local and private sources. It includes a description of the activities that will be undertaken to meet the specific objectives in the federal FY 2013-2017 ConPlan.

2. Summarize the objectives and outcomes identified in the Plan

This could be a restatement of items or a table listed elsewhere in the plan or a reference to another location. It may also contain any essential items from the housing and homeless needs assessment, the housing market analysis or the strategic plan.

The City is being guided by HUD's Office of Community Planning Development (CPD) Outcome Performance Measurement System to address the high priority needs stated in its Consolidated Plan. When funding an activity, the City determines which of three HUD objectives best describes the purpose of the activity. The three objectives are:

- **Suitable Living Environment (SL)** - In general, this objective relates to activities that are designed to benefit communities, families, or individuals by addressing issues in their living environment.
- **Decent Housing (DH)** - The activities that typically would be found under this objective are designed to cover the wide range of housing programs possible under HOME, CDBG or ESG. This objective focuses on housing programs where the purpose of the program is to meet individual family or community needs and not programs where housing is an element of a larger effort, since such programs would be more appropriately reported under Suitable Living Environment.
- **Creating Economic Opportunities (EO)** - This objective applies to the types of activities related to economic development, commercial revitalization, or job creation.

Once the objective for the activity is identified, the City determines which of the three HUD outcome categories best reflects what the City seeks to achieve by funding the activity. The three outcome categories are:

- **Availability/Accessibility (1)** - This outcome category applies to activities that make services, infrastructure, public services, public facilities, housing, or shelter available or accessible to low and moderate income people, including persons with disabilities. In this category, accessibility does not refer only to physical barriers, but also to making the affordable basis of daily living available and accessible to low and moderate income people in the area in which they live.
- **Affordability (2)** - This outcome category applies to activities that provide affordability in a variety of ways in the lives of low and moderate income people. It can include the creation or maintenance of affordable housing, basic infrastructure hook-ups, or services such as day care.
- **Sustainability (3)** - Promoting Livable or Viable Communities. This outcome applies to projects where the activities are aimed at improving communities or neighborhoods, helping to make them livable or viable by providing benefit to persons of low and moderate income or by removing or eliminating slums or blighted areas, through multiple activities or services that sustain communities or neighborhoods.

Refer to AP-20

3. Evaluation of past performance

This is an evaluation of past performance that helped lead the grantee to choose its goals or projects.

The FY 2014-2015 AAP is the second year of implementing the FY 2013-2017 ConPlan. Accomplishments achieved during FY 2013 (July 1, 2013 through June 30, 2014) will be evaluated in detail in the CAPER. The CAPER will be completed and submitted to HUD by the required deadline of September 30, 2014.

4. Summary of Citizen Participation Process and consultation process

Summary from citizen participation section of plan.

A first public hearing was held on December 10, 2013, to provide the opportunity to the public to comments on the unmet needs and to the City Council (Council) to make recommendations to staff regarding the priorities and objectives for the preparation of the FY 2014-15 AAP. As part of the development process of the AAP, City Staff developed a mailing list of more than 144 addresses consisting of organizations, the faith community, service providers, the Oxnard Housing Authority (OHA), and cities within Ventura County. Copies of the public hearing notices were included in the "Neighborhood News" packets which were distributed weekly to the Oxnard residents by City Corps staff. The public hearing notice was also posted on the City website, broadcasted on the public viewing television channel 10/35, included in the utility billing statement and posted in the public buildings such as libraries, City Clerk's Office, Community centers, and Housing Authority office buildings.

A second public hearing was held on March 18, 2014 to receive recommendations and directions from the City Council regarding the 2014-15 AAP grant funding. Notices of the Hearing were sent out and used a mailing list of 133 addresses consisting of organizations, the faith community, service providers, the Oxnard Housing Authority, and cities within Ventura County. Copies of the public hearing notices were included in the "Neighborhood News" packets which were distributed weekly to the residents by City Corps staff. The public hearing notice was also posted on the the City's website, broadcasted on the public viewing television channel 10/35, included in the utility billing statement and posted in the public buildings such as libraries, City Clerk's Office, Community centers, and OHA office buildings

A third public hearing is scheduled for May 6, 2014 in order to have the approval of the proposed projects from the City council. The mailing list for this public hearing has 141 addresses. During the month of April 2014, the City's utility customer bills included notice of the third public hearing. Approximately 34,000 residential customers receive the City's newsletter. Notice of the public hearings also appears on the City's public access television station. On April 4 2014, the draft of the FY2014-15 AAP was made available for public review. The Hearing notice was also published in the Ventura County Star newspaper on April 5, 2014, which was the official opening of the 30-day public comment period.

5. Summary of public comments

This could be a brief narrative summary or reference an attached document from the Citizen Participation section of the Con Plan.

At the first public hearing of the City's FY2014-15 AAP, held on December 10, 2013; various comments were received from the following people: Berry Mullen, Lee Cobb, Mayle Alonso, Sampson Brue, Tatuna Velasquez, Timothy Hockett, Eileen Tracy, Ron Mulvihill, Karol Schulkin, Rick Barnes, Juliana Ramirez Leticia Sandoval, Ellen Johnson, Tina McDonald, Lawrence Paul Stein, Francine Castanon, Jessie Tapia, and Victor Rodriquez. Comment topics included funding for: youth oriented programs, programs to help the City's homeless population, the Women's Economic Ventures (WEV) Program, and senior healthcare and technology. No written comments were submitted.

The second public hearing was held on March 18, 2014. Nancy Pedersen, Timothy Hockett, Karol Schulkin, Laura Roberts, Clyde Reynolds, Asencio Romero, Leticia Sandoval, Amy Fletcher, Yadira Valencia, Ellen Johnson, Tina McDonald, Kristy Pollard, Bonnie Weigel, Jason Zaragoza, Miguel Santos,

Erik Larsen, Henry Casillas, Eileen Tracy, and Karl Lawson presented the comment topics as follows: funding for: homelessness programs, the Women's Economic Ventures (WEV) Program, senior healthcare and technology, youth oriented programs, county based organizations, and affordable housing programs.

No written comments were submitted.

6. Summary of comments or views not accepted and the reasons for not accepting them

All public comments have been accepted.

7. Summary

PR-05 Lead & Responsible Agencies – 91.200(b)

1. Agency/entity responsible for preparing/administering the Consolidated Plan

Describe the agency/entity responsible for preparing the ConPlan and those responsible for administration of each grant program and funding source.

Agency Role	Name	Department/Agency
Lead Agency	OXNARD	
CDBG Administrator	OXNARD	Housing Department
HOPWA Administrator		
HOME Administrator	OXNARD	Housing Department
ESG Administrator	OXNARD	Housing Department
HOPWA-C Administrator		

Table 1 – Responsible Agencies

Narrative (optional)

As the entitlement grantee for the CDBG, HOME and ESG programs, the City's Housing Department is the lead agency for the development of this AAP. The Department will also act as one of several public and private agencies that will administer programs and activities under the Plan.

Consolidated Plan Public Contact Information

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AP-10 Consultation – 91.100, 91.200(b), 91.215(l)

1. Introduction

As part of the ConPlan development process, federal regulations include the requirement that a PJ consult extensively with community service providers, other jurisdictions and other entities with a potential interest in or knowledge of that jurisdiction's housing and non-housing community development issues. Staff has developed and followed a detailed schedule which provides for and encourages citizen participation, emphasizing the participation of persons of low- and moderate-income. The ConPlan and AAPs represent a comprehensive planning effort mainly led by the Housing Department-Grants Management Division staff, with involvement of (1) local government experts, (2) the social service community, (3) residents, and (4) consultation with other local HUD entitlement communities.

(1) Grants Management Division staffs work closely with other City staff members such as Affordable Housing and Rehabilitation, Homeless Assistance, Planning and Building, Public Works, Oxnard Housing Authority, Code Compliance, Geographical Information System, Recreation and Community Services and Finance to ensure that careful consideration is given to the City's identified needs, and that programs and services are cost-effective and meet specific goals and objectives in order to develop the ConPlan and the AAP,

(2) By providing HUD programs workshops to social services agencies and other interested grants applicants, Housing staff are carrying out the directions prescribed by the Council to procure the services and goods on an open competitive plate form within the framework established by CDBG, HOME and HESG regulations,

(3) By providing the opportunities for the residents to participate to the public hearings, the City has complied with the Citizen Participation Plan prescribed by HUD and most importantly has engaged the community, residents and businesses as partners and stakeholders, in the implementation of HUD grants and the decision making process about the administration of the programs locally and strategically,

(4) Grants Management staff is a member of the C2 G2 forum group, created since November 2013. The goals of the group is to strategize CDBG and HOME grants' issues and learn from each other to administer the two programs using best practices in order to comply with HUD regulations.

Provide a concise summary of the jurisdiction's activities to enhance coordination between public and assisted housing providers and private and governmental health, mental health and service agencies (91.215(l))

The City consulted with the following agencies/organizations while preparing the AAP, thru public hearings, workshops, forum meetings, and training sessions (individuals and group discussions):

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- Three public hearings were scheduled,
- Homebuyer Workshops were given to potential homebuyers,
- Fair Housing workshops were offered to landlords and residents,
- Participated in meetings with the County of Ventura and other cities to aggregate the proposal for Analysis of Impediments on a regional basis toward the achievement of cost savings,
- Various consultation meeting were hold with Community Housing Development Organizations, Oxnard Housing Authority,
- Monthly meeting with other local cities staff to discuss the final rule of HOME grant, CDBG requirements and the best practice to administer and monitor the programs
- Attended the CoC meetings to discuss about the application, the homeless needs and program directions,
- Commission on Homelessness were scheduled monthly to discuss urgent issues on homelessness, financial for non-profit organization due to the HAERTH rules,
- Coordinated and assisted the Point-in Time count of the homeless persons in Ventura County and especially in Oxnard.

Describe coordination with the Continuum of Care and efforts to address the needs of homeless persons (particularly chronically homeless individuals and families, families with children, veterans, and unaccompanied youth) and persons at risk of homelessness.

In 2013 the two regional Continuum of Care programs were merged and recognized as the Oxnard/San Buenaventura Continuum of Care. There is now one regional body known as the Continuum of Care. It is comprised of a Board of Directors and five sub committees (HMIS Steering Committee, Data Performance and Evaluation, Public Information and Outreach, Coordinated Intake, and Housing Service and Coordination). Within these standing committees and the CoC body are representatives from local housing authorities, homeless services providers, homeless health care, mental health, veterans' services, law enforcement, education, local homeless task forces, business leaders and city/county government.

Describe consultation with the Continuum(s) of Care that serves the jurisdiction's area in determining how to allocate ESG funds, develop performance standards for and evaluate outcomes of projects and activities assisted by ESG funds, and develop funding, policies and procedures for the operation and administration of HMIS

During the City's ESG proposal review process the CoC appoints a member from its body to serve on the ESG review committee. Additionally, the CoC's Data Performance and Evaluation Sub Committee is tasked with establishing performance measures and new policies and procedures for all homeless grant funds and activities. The HMIS Steering Committee is tasked with developing the policies and procedures that govern HMIS.

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2. Describe Agencies, groups, organizations and others who participated in the process and describe the jurisdiction's consultations with housing, social service agencies and other entities

The following organizations participated in the consultation process are:

- (1) Within the area of housing: Oxnard Housing Authority, Affordable Housing Division, Fair Housing Program, Code Compliance Division, Cabrillo Economic Development, Many Mansions
- (2) Within the areas of healthcare, child care: Livingston Memorial, Ventura County-Rain;
- (3) Within the area of homelessness: Community Action, Society of Saint Vincent de Paul, Food Share, Turning Point Foundation, Kingdom Center, Ventura County-Human Services Agency,
- (4) Within the area of youth services: Recreation and Community Services Department, Rain Child Care,

Identify any Agency Types not consulted and provide rationale for not consulting

Not Applicable

Other local/regional/state/federal planning efforts considered when preparing the Plan

Name of Plan	Lead Organization	How do the goals of your Strategic Plan overlap with the goals of each plan?
Continuum of Care	Ventura County CEO's Office	The goals of the Strategic Plan overlap with the goals of each plan by ensuring homeless persons have access to adequate services to help reduce the incidences of homelessness.

Table 2 – Other local / regional / federal planning efforts

Narrative (optional)

The City will continue to coordinate and share ideas with residents, other local government entities, affordable housing providers, and social service agencies to maximize the effectiveness of planned activities, to expand the existing relationships with local jurisdictions through participation in sub-regional planning efforts such the participation in the preparation of the regional Analysis of Impediments. In addition, City staff regularly meets with representatives from other cities through the C2G2 forum group to share ideas and achieve coordinated solutions to regional issues. The City also regularly distributes its federal HUD reports and public meeting announcements to local officials. City staff reduce

costs savings. Housing Department staffs also interact with various nonprofit agencies and public service groups in the delivery of programs through its federal entitlement and other resources, assists these agencies in planning programs and projects, ensuring activity eligibility and costs, complying with federal regulations and requirements, and monitoring the timely expenditure of annually allocated program funds. The City, in addition, requires agencies to submit quarterly and annual reports to meet federal requirements, and periodically conducts on-site monitoring reviews

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OMB Control No: 2506-0117 (exp. 07/31/2015)

AP-12 Participation – 91.105, 91.200(c)

1. Summary of citizen participation process/Efforts made to broaden citizen participation

Summarize citizen participation process and how it impacted goal-setting

The FY 2014-15 AAP was developed in conjunction with residents and organizations through a public participation process that included workshops and public hearings.

Citizen Participation Outreach

Sort Order	Mode of Outreach	Target of Outreach	Summary of response/attendance	Summary of comments received	Summary of comments not accepted and reasons	URL (if applicable)
1	Public Hearing	low/mod income Oxnard residents	See AD-26	See AD-26	Not Applicable	

Table 3 – Citizen Participation Outreach

Expected Resources

AP-15 Expected Resources – 91.220(c) (1, 2)

Introduction

The City expects to receive CDBG, HOME, and ESG, over the course of the Strategic Plan for use to address the community needs. In addition to these entitlement grants, Oxnard anticipates receiving funding from CoC, and the State of California's housing programs to support housing development, such as BEGIN and CalHOME. Due to recent legislative changes in California, the 80% redevelopment tax increment funding will no longer be available for development or matching funds. The local Housing Trust Fund monies have been depleted as commercial development which generates these funds has stalled in recent years, but it is possible over a five-year period for commercial development to increase thereby generating growth in the trust funds to use for projects or matches. The following expected federal, non-federal, public and private resources are available in the support of the identified priorities needs and activities

Agencies	Amount	Type/Source
CDBG	\$2,145,231	Federal
HOME	\$638,502	Federal
ESG	\$177,570	Federal
CoC		Federal
CalHOME	\$1,000,000	State
Other agencies	177,570	HESG Match
Other agencies		CoC Match
Other organizations	\$2,000,000	Other match, Leveraging and Program Income
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OMB Control No: 2506-0117 (exp. 07/31/2015)

Priority Table

Program	Source of Funds	Uses of Funds	Expected Amount Available Year 1				Expected Amount Available Reminder of ConPlan \$	Narrative Description
			Annual Allocation: \$	Program Income: \$	Prior Year Resources: \$	Total: \$		
CDBG	public - federal	Acquisition Admin and Planning Economic Development Housing Public Improvements Public Services	2,145,231	50,000	185,000	2,380,231	0	The City 2014 allocation's from HUD for CDBG grant is \$2,145,231. The estimated program income is \$50,000 and the re-programmed amount of funds from prior year completed projects is \$185,000.
HOME	public - federal	Acquisition Homebuyer assistance Homeowner rehab Multifamily rental new construction Multifamily rental rehab New construction for ownership TBRA	638,502	50,000	130,000	818,502	0	The City 2014 allocation's from HUD for HOME grant is \$638,502. The estimated program income is \$50,000 and the re-programmed amount of funds from prior year completed projects is \$130,000.

Program	Source of Funds	Uses of Funds	Expected Amount Available Year 1				Expected Amount Available Remainder of ConPlan \$	Narrative Description
			Annual Allocation: \$	Program Income: \$	Prior Year Resources: \$	Total: \$		
ESG	public - federal	Conversion and rehab for transitional housing Financial Assistance Overnight shelter Rapid re-housing (rental assistance) Rental Assistance Services Transitional housing	177,570	0	0	177,570	0	The City 2014 allocation's from HUD for ESG grant is \$177,570.

Table 4 - Expected Resources – Priority Table

Explain how federal funds will leverage those additional resources (private, state and local funds), including a description of how matching requirements will be satisfied

The Affordable Housing and Rehabilitation Division utilize various sources to leverage the federal funds received for our First-Time Homebuyer and Single-Family Rehabilitation programs. Specifically, our programs utilize required investment from homebuyers and homeowners, along with funding from BEGIN program and the CalHome program. Combined, these meet and exceed the 25% match requirement of the HOME program.

For FY 2014-2015, a total of \$660,000 of HOME and CDBG funding is anticipated for first-time homebuyers, in addition to some funding from a

state Cal-Home grant. Property rehabilitation for low-income homeowners will continue to draw from the remainder of the \$236,369 from HOME and \$300,000 from CDBG from FY 2013-2014.

FY 2014-15 ESG funds will be leveraged and matched with not only federal funds awarded to other agencies, but also by state and local private funds raised by other entities as well. While the ESG mandated match is dollar-for-dollar, the overall leverage the City receives is approximately 9:1. Some of these sources include County of Ventura general fund (eviction prevention and rapid rehousing), City of Ventura general fund (emergency winter warming shelter), Society of St. Vincent de Paul general fund (emergency winter warming shelter), and Turning Point Foundation general fund (emergency shelter for mentally ill individuals).

If appropriate, describe publically owned land or property located within the jurisdiction that may be used to address the needs identified in the plan

The City has acquired title to a parcel of land located at First and Hayes. The land will be proposed to the City's certified CHDOs, through a competitive process, for the development of a new affordable housing development.

Discussion

Locally, state-wide and nationally, the traditional funding sources for housing and community development work will be in very limited supply for the foreseeable future. As the nation and the State of California move out of the effects of the recession and begin to experience economic growth and easing of national, state and local budget constraints jurisdiction may begin to see greater availability of housing funds to support local affordable housing construction and rehabilitation. This process will most likely take several years to occur. In the meantime, the City, as always, will continue to look for available public and private resources and creative ways to fund affordable housing.

Annual Goals and Objectives

AP-20 Annual Goals and Objectives - 91.420, 91.220(c)(3)&(e)

Goals Summary Information

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
1	Help Achieve Homeownership	2013	2017	Affordable Housing	City-wide	Housing	CDBG: HOME: ESG: \$0	Homeowner Housing Added: 22 Household Housing Unit Homeowner Housing Rehabilitated: 15 Household Housing Unit
2	New Affordable Rental Housing Units	2013	2017	Affordable Housing	Low-Mod Areas census tract neighborhoods	Housing	CDBG: \$0 HOME: \$ ESG: \$0	Rental units constructed: 42 Household Housing Unit
3	Infrastructure and Public Facilities	2013	2017	Non-Housing Community Development	Low-Mod Areas census tract neighborhoods	Public Improvements	CDBG: \$ HOME: \$0 ESG: \$0	
4	Public Services	2013	2017	Homeless Non-Homeless Special Needs		Homeless Housing and Supportive Services	CDBG: \$	Public service activities other than Low/Moderate Income Housing Benefit: 2000 Persons Assisted Public service activities for Low/Moderate Income Housing Benefit: 300 Households Assisted

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Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
5	Reduce homelessness	2013	2017	Homeless	City-wide	Homeless Homeless Prevention/Rapid Re-Housing	ESG: \$	Tenant-based rental assistance / Rapid Rehousing: 13 Households Assisted Homeless Person Overnight Shelter: 908 Persons Assisted Homelessness Prevention: 33 Persons Assisted Other: 650 Other
6	Code Enforcement Effort	2013	2017	code enforcement	Low-Mod Areas census tract neighborhoods	Housing and Supportive Services	CDBG: HOME: \$0 ESG: \$0	Housing Code Enforcement/Foreclosed Property Care: 1000 Household Housing Unit
7	Help Achieve Housing Preservation	2013	2017	Affordable Housing				
8	Economic Development	2013	2017		City-wide	Job Development	CDBG: \$	Businesses assisted: 15 Businesses Assisted
9	Planning and Administration	2013	2017	Planning and administrative costs	City-wide		CDBG: \$	Other: 0 Other

Table 5 – Goals Summary

This table will be updated with budgeted amounts after the May 6th, 2014 public hearing

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Goal Descriptions

1	Goal Name	Help Achieve Homeownership
	Goal Description	The goal is to provide city-wide direct financial assistance to Homebuyers, specifically 22 Households.
2	Goal Name	New Affordable Rental Housing Units
	Goal Description	Etting Road is a 42-apartment affordable housing rental development. The property is located at the intersection of Etting Road and Pleasant Valley Road in the City. In Ventura County, California. The Etting Road Apartments will provide 42 apartments for families with extremely-low income to very-low income. General occupancy apartments will target families earning 30%, 45%, and 50% of area median income.
3	Goal Name	Infrastructure and Public Facilities
	Goal Description	The goal is to provide city-wide public facility or infrastructure activities other than low/moderate income housing benefit.
4	Goal Name	Public Services
	Goal Description	The goal is to provide public service activities city-wide and in low/mod area census tract neighborhoods.
5	Goal Name	Reduce homelessness
	Goal Description	The goal is to provide homeless person overnight shelter and homeless prevention activities.
6	Goal Name	Code Enforcement Effort
	Goal Description	The goal is to provide housing code enforcement in low-mod income areas census tract neighborhoods.
7	Goal Name	Help Achieve Housing Preservation
	Goal Description	
8	Goal Name	Economic Development
	Goal Description	Self-Employment Training (SET) program targets low-income Oxnard residents who are seeking to start or formalize a small business, by providing the skills, knowledge and technical support, which will improve the financial self sufficiency of small business owners. This activity will create job for the new owners and additional jobs for the growing existing businesses.

9	Goal Name	Planning and Administration
	Goal Description	To ensure compliance with federal entitlement programs in terms of services offered to all residents, project monitoring and reporting requirements. Funds for this project will support the administrative functions of the CDBG, planning for and application of other grants, as well as the preparation of the ConPlan, the AAP and the Consolidated Annual Performance and Evaluation Report of the City.

Estimate the number of extremely low-income, low-income, and moderate-income families to whom the jurisdiction will provide affordable housing as defined by HOME 91.215(b):

It is estimated that the jurisdiction will provide affordable housing to a total of 37 extremely low, low, and moderate income families. This includes 22 under the homebuyer program and 15 under the rehabilitation program.

AP-35 Projects – 91.220(d)

Introduction

The individual projects will be recommended to the Council on May 6th, 2014 public hearing. The Council will make the decision regarding the allocation of funding to different projects and they will be submitted to HUD by May 15, 2014 in the AAP.

#	Project Name
1	CDBG14:ADMIN-GRANTS MANAGEMENT AND PLANNING
2	CDBG14:ADMIN-FAIR HOUSING
3	CDBG14: PS-RECREATION AND COMMUNITY SERVICES
4	CDBG14: PS-OTHER GOVERNMENTAL AGENCIES
5	CDBG14: PS-NON-CITY AGENCIES
6	CDBG14: DB-CODE ENFORCEMENT
7	CDBG14:DB-INFRASTRUCTURE AND PUBLIC FACILITIES
8	CDBG14: DB-ECONOMIC DEVELOPMENT
9	CDBG14: DB-HOUSING
10	HOME14: ADMINISTRATION
11	HOME14: COMMUNITY HOUSING DEVELOPMENT ORGANIZATION (CHDO)
12	HOME14: HOUSING PROJECTS
13	HESG14: EMERGENCY SOLUTIONS GRANT

Table 6 – Project Information

Describe the reasons for allocation priorities and any obstacles to addressing underserved needs

This section will be updated after the May 6th, 2014 public hearing meeting.

Projects

AP-38 Projects Summary

Project Summary Information

This section will be updated with funding amount after May 6th, 2014 public Hearing Section.

1	Project Name	CDBG14:ADMIN-GRANTS MANAGEMENT AND PLANNING
	Target Area	City-wide
	Goals Supported	Planning and Administration
	Needs Addressed	Housing Homeless Homeless Prevention/Rapid Re-Housing Housing and Supportive Services Job Development Public Facilities Public Improvements
	Funding	CDBG:
	Description	
	Target Date	6/30/2015
	Estimate the number and type of families that will benefit from the proposed activities	
	Location Description	
	Planned Activities	
2	Project Name	CDBG14:ADMIN-FAIR HOUSING
	Target Area	City-wide
	Goals Supported	Planning and Administration

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	Needs Addressed	Housing Homeless Homeless Prevention/Rapid Re-Housing Housing and Supportive Services Job Development Public Facilities Public Improvements :
	Funding	:
	Description	
	Target Date	6/30/2015
	Estimate the number and type of families that will benefit from the proposed activities	
	Location Description	
	Planned Activities	
	Project Name	CDBG14: PS-RECREATION AND COMMUNITY SERVICES
	Target Area	City-wide
	Goals Supported	Public Services
3	Needs Addressed	
	Funding	CDBG:
	Description	
	Target Date	6/30/2015
	Estimate the number and type of families that will benefit from the proposed activities	
	Location Description	
	Planned Activities	
	Project Name	CDBG14: PS-OTHER GOVERNMENTAL AGENCIES
	Target Area	City-wide
	Goals Supported	Public Services
4	Needs Addressed	
	Project Name	
	Target Area	
	Goals Supported	
	Needs Addressed	
	Project Name	
	Target Area	
	Goals Supported	
	Needs Addressed	
	Project Name	

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OMB Control No: 2506-0117 (exp. 07/31/2015)

	Funding	:
	Description	
	Target Date	6/30/2015
	Estimate the number and type of families that will benefit from the proposed activities	
	Location Description	
	Planned Activities	
5	Project Name	CDBG14: PS-NON-CITY AGENCIES
	Target Area	City-wide
	Goals Supported	Public Services
	Needs Addressed	
	Funding	:
	Description	
	Target Date	6/30/2015
	Estimate the number and type of families that will benefit from the proposed activities	
	Location Description	
	Planned Activities	
6	Project Name	CDBG14: DB-CODE ENFORCEMENT
	Target Area	City-wide
	Goals Supported	Code Enforcement Effort
	Needs Addressed	Public Facilities
	Funding	CDBG: \$
	Description	
	Target Date	6/30/2015
	Estimate the number and type of families that will benefit from the proposed activities	
	Location Description	

7	Planned Activities		
	Project Name		CDBG14:DB-INFRASTRUCTURE AND PUBLIC FACILITIES
	Target Area		City-wide
	Goals Supported		
	Needs Addressed		Public Improvements
	Funding		CDBG:
	Description		
8	Target Date		6/30/2015
	Estimate the number and type of families that will benefit from the proposed activities		
	Location Description		
	Planned Activities		
	Project Name		CDBG14: DB-ECONOMIC DEVELOPMENT
	Target Area		City-wide
	Goals Supported		Economic Development
9	Needs Addressed		Job Development
	Funding		:
	Description		
	Target Date		6/30/2015
	Estimate the number and type of families that will benefit from the proposed activities		
	Location Description		
	Planned Activities		
9	Project Name		CDBG14: DB-HOUSING
	Target Area		City-wide
	Goals Supported		Help Achieve Homeownership New Affordable Rental Housing Units
	Needs Addressed		Housing

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	Funding		CDBG: \$
	Description		
	Target Date		6/30/2015
	Estimate the number and type of families that will benefit from the proposed activities		
	Location Description		
	Planned Activities		
10	Project Name	HOME14: ADMINISTRATION	
	Target Area	City-wide	
	Goals Supported	Help Achieve Homeownership New Affordable Rental Housing Units Help Achieve Housing Preservation	
	Needs Addressed	Housing Housing and Supportive Services	
	Funding	CDBG: \$	
	Description		
	Target Date	6/30/2015	
	Estimate the number and type of families that will benefit from the proposed activities		
	Location Description		
	Planned Activities		
11	Project Name	HOME14: COMMUNITY HOUSING DEVELOPMENT ORGANIZATION (CHDO)	
	Target Area	City-wide	
	Goals Supported	New Affordable Rental Housing Units	
	Needs Addressed	Housing	
	Funding	HOME: \$	
	Description		
	Target Date	6/30/2015	

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OMB Control No: 2506-0117 (exp. 07/31/2015)

	Estimate the number and type of families that will benefit from the proposed activities	
	Location Description	
	Planned Activities	
12	Project Name	HOME14: HOUSING PROJECTS
	Target Area	City-wide
	Goals Supported	
	Needs Addressed	Housing
	Funding	HOME: \$
	Description	
	Target Date	6/30/2015
	Estimate the number and type of families that will benefit from the proposed activities	
	Location Description	
	Planned Activities	
13	Project Name	HESG14: EMERGENCY SOLUTIONS GRANT
	Target Area	City-wide
	Goals Supported	Reduce homelessness
	Needs Addressed	Homeless
	Funding	ESG: \$
	Description	
	Target Date	6/30/2015
	Estimate the number and type of families that will benefit from the proposed activities	
	Location Description	
	Planned Activities	

AP-50 Geographic Distribution – 91.220(f)

Description of the geographic areas of the entitlement (including areas of low-income and minority concentration) where assistance will be directed

Because the primary national objectives of the ConPlan programs are to benefit low-income and moderate-income residents, the City's CDBG funds will be targeted to extremely low, low, and moderate income neighborhoods and businesses that provide jobs to low or moderate income individuals. The City has traditionally dedicated 100 percent of its CDBG resources on activities that exclusively benefit low/moderate income persons. This trend is expected to continue in FY 2014. Therefore, the City will continue to assist the low-income and minority people citywide with HOME and ESG funds. CDBG funds will be used to serve the LMI person citywide and LMA neighborhoods.

Geographic Distribution

Target Area	Percentage of Funds
Citywide	
Low Mod Areas	

Table 7 - Geographic Distribution

Rationale for the priorities for allocating investments geographically

The need for affordable housing (funded from CDBG and HOME) is present throughout the City. CDBG funds for direct benefit category-capital improvements and code enforcement are allocated based on the percentage of LMI persons within the LMA neighborhoods. Regarding the Public Services category of the CDBG funds, the proposed projects will focus in the basic needs of the residents such as health care, essential and supportive services, as well as housing services. The special population such as seniors, homeless and youth will continue to receive their funding for the healthcare needs, education needs and recreational needs.

Discussion

Affordable Housing

AP-55 Affordable Housing – 91.220(g)

Introduction

Lower-income households continue to pay high percentage of their income for housing, compared to other income groups. A large percentage of lower-income renters tend to experience overcrowding and inadequate housing conditions as housing problems. In order to help provide decent and affordable housing, and improve the social and economic status for the LMI households in Oxnard, the following programs will be available during the next program year:

1. First Time Homebuyer Assistance Program
2. Rehabilitation of Single-Family Housing Units
3. Rehabilitation of Mobilehome Housing Units
4. Construction of new units for rent

One Year Goals for the Number of Households to be Supported	
Homeless	0
Non-Homeless	0
Special-Needs	0
Total	0

Table 8 - One Year Goals for Affordable Housing by Support Requirement

One Year Goals for the Number of Households Supported Through	
Rental Assistance	0
The Production of New Units	42
Rehab of Existing Units	25
Acquisition of Existing Units	20
Total	87

Table 9 - One Year Goals for Affordable Housing by Support Type

Discussion

Affordable Housing Division will continue to provide homeownership programs including the owner-occupied rehabilitation loans for repairs and first time homebuyer grants for down payment assistance to acquire existing units or new units.

AP-60 Public Housing – 91.220(h)

Introduction

Actions planned during the next year to address the needs to public housing

OHA currently administers 780 public housing units and over 1,700 rental assistance vouchers. It is anticipated that the number of Public Housing units will decrease to 666 upon the demolition of 114 units in the Colonia Village area, which has been approved by HUD for disposition. The OHA will also continue to address needs of public housing residents through its Resident Services Program which offers a variety of services to families on-site including youth programs. The OHA also operates a Family Self-sufficiency (FSS) program to public housing families which promotes homeownership and economic self-sufficiency. The FSS Program provides one-on-one counseling and individual assistance to families that participate in this program.

Actions to encourage public housing residents to become more involved in management and participate in homeownership

OHA has promoted homeownership by partnering with homeownership counseling agencies such as Cabrillo Economic Development Corporation (CEDC) and offer homeownership services to public housing families. In addition, families are informed of these services through its Family Self-Sufficiency Program and distribution of fliers to all households.

If the PHA is designated as troubled, describe the manner in which financial assistance will be provided or other assistance

N/A

Discussion

N/A

AP-65 Homeless and Other Special Needs Activities – 91.220(i)

Introduction

The City, as with other jurisdictions across the country that receive federal funds for homeless assistance, is required to conduct a Point in Time Count of homeless persons each year. While the 2014 PIT results are not available to us at this time, the results from 2013 revealed 645 known homeless people who designated Oxnard as their home. Of the identified homeless persons, 308 were unsheltered adults, 2 in-tact families identified as chronically homeless, and 17 unsheltered families with a total of 31 unsheltered children. Also, of the 308 unsheltered homeless persons, 108 were women.

Describe the jurisdictions one-year goals and actions for reducing and ending homelessness including

Reaching out to homeless persons (especially unsheltered persons) and assessing their individual needs

The one year goal and actions for reducing and ending homelessness for reaching out to and assessing individuals is to implement the regional Coordinated Assessment as directed by HUD. The pilot program is set to begin April 1, 2014. This will allow agencies to provide immediate referrals to homeless persons both electronically and with hard copies. Additionally, certain information will be entered into the regional HMIS and clients can be tracked as they keep appointments and matriculate through the system towards ending homelessness.

Addressing the emergency shelter and transitional housing needs of homeless persons

The emergency shelter and transitional housing needs of homeless persons are currently being addressed by several service providers throughout Ventura County. The emergency shelter needs in the area are met by the following providers: Ventura County Rescue Mission - single men over the age of 18 with rotating stay schedule, 10 nights in/5 nights out; Society of St. Vincent de Paul - temporary emergency shelter for the general population and operated from December 1 - March 31 (2014-15 plans to be the last year of operation); Kingdom Center - emergency shelter for single women and women with children; Lighthouse Mission for Women and Children - single women and women with children; and Turning Point Foundation - mentally ill individuals.

Transitional housing needs are currently being met by the following providers: Kingdom Center - single women and women with children; Khepera House - single men; Many Mansions - transition aged youth, single women and women with children; Turning Point Foundation - single mentally ill persons; Salvation Army - families, single parents and single persons; Ventura County Human Services Agency - families, single parents and children, and single persons; Project Understanding - families and single parent households.

Helping homeless persons (especially chronically homeless individuals and families, families with children, veterans and their families, and unaccompanied youth) make the transition to permanent housing and independent living, including shortening the period of time that

individuals and families experience homelessness, facilitating access for homeless individuals and families to affordable housing units, and preventing individuals and families who were recently homeless from becoming homeless again

There are many providers that are working diligently to assist homeless persons from not only finding housing, but also to prevent further incidences of homelessness. However, the Ventura County Human Services Agency (HSA) utilizes both County General Funds and the City's Emergency Solutions Grant to provide eviction prevention and rapid re-housing services to all of these populations. Additionally, Ventura County Veterans Services, Homeless Health Care and Ventura County Behavioral Health all work closely with the service providers to provide other supportive services to assist in reducing the incidents of homelessness.

Helping low-income individuals and families avoid becoming homeless, especially extremely low-income individuals and families and those who are: being discharged from publicly funded institutions and systems of care (such as health care facilities, mental health facilities, foster care and other youth facilities, and corrections programs and institutions); or, receiving assistance from public or private agencies that address housing, health, social services, employment, education, or youth needs.

The Continuum of Care has documented discharge policies of all of the above mentioned services that spell out various directions to ensure persons are not discharged into homelessness. Additionally, as stated earlier, HSA works with qualifying low-income persons and families to avoid homelessness. This is done with the utilization of ESG and Ventura County allocated general fund dollars.

Discussion

The City does not have HOPWA grant.

One year goals for the number of households to be provided housing through the use of HOPWA for:
Short-term rent, mortgage, and utility assistance to prevent homelessness of the individual or family
Tenant-based rental assistance
Units provided in housing facilities (transitional or permanent) that are being developed, leased, or operated
Units provided in transitional short-term housing facilities developed, leased, or operated with HOPWA funds
Total

AP-75 Barriers to affordable housing – 91.220(j)

Introduction

Barriers or constraints to the affordability of housing exist in many forms. A particular building code that to one sector might be interpreted as a “negative” public policy that acts as a barrier to affordable housing may to another sector be seen as a life-saving necessity – for example, seismic safety construction requirements. The same can be said for zoning and land use regulations. It should be noted that in Ventura County, local growth limitations have been adopted by direct ballot measures. Some of these measures entail costs which can affect housing supply and the cost of housing that is produced.

Barriers to homelessness include the lack of a permanent, year round shelter and the lack of housing units for those at the very low and low income spectrum. Because of the high cost to develop housing for these populations, developers are choosing to pay the in-lieu fees instead of losing money. When this occurs, badly needed units go undeveloped, thus further limiting housing opportunities for those hardest to house.

Actions it planned to remove or ameliorate the negative effects of public policies that serve as barriers to affordable housing such as land use controls, tax policies affecting land, zoning ordinances, building codes, fees and charges, growth limitations, and policies affecting the return on residential investment

Environmental review, general planning, zoning, and related local land use regulations and development standards are all extensions of local government police powers to protect life and property, minimize nuisances, and achieve a desired quality of life as expressed through a participatory democratic process. . Certain barriers to affordability, then, can be required by State Law (such as preparing and adopting a General Plan and conducting environmental review), adopted for safety or civil rights reasons (such as the imposition of seismic construction standards in quake-prone areas, or requiring compliance with accessibility or visitability design standards), or enacted to remedy or prevent a specific local issue (such as requiring landscaping to deter graffiti). The term “barrier” should not be interpreted in the context that local development standards and development review procedures are inhibiting the provision of quality affordable housing that would otherwise be developed.

Discussion

The City strives to consistently implement all policies and procedures, to review local development standards and development review procedures in such a way as to avoid ensure that such do not have unintended negative consequences, and to improve policies and procedures so as to increase the opportunities and feasibility of developing affordable housing, especially for special needs and very low- and low-income units). The City will continue to engage in these efforts to identify and minimize any barriers over which the City has legal authority, in accordance with applicable law.

AP-85 Other Actions – 91.220(k)

Introduction

The City will implement the goals and strategies of the ConPlan to achieve the other actions listed below.

Actions planned to address obstacles to meeting underserved needs

The City will continue to implement housing and community development activities that meet the underserved needs in the community. The 2013-2017 ConPlan lists the following obstacles to meeting underserved needs as:

- Limited availability of funding from both federal, state and other sources;
- High cost of housing and provisions in the area which increases the difficulty of meeting affordable housing needs;
- Reduced or frozen funding from state and other sources due to inadequate state revenue; the housing and credit crisis causing a negative effect;
- High rate of unemployment and foreclosures continue to strain the ability to meet affordable housing needs; and,
- Credit crisis has limited the availability of capital to develop housing for low-and moderate-income households and special needs groups.

City staff will address the challenges of existing of existing and new obstacles in 2014 by focusing on the following programmatic and administrative areas:

- Staff will continue to research availability of future funding resources and will apply for grants for such funding when appropriate, aiming to leverage funding when possible.
- CDBG and other funds will be used to fund administrative support for programs that serve the needs of LMI citizens citywide. This is especially critical now that no redevelopment agency funding is available, given that redevelopment agencies no longer exist in California.
- Staff will continue to collaborate with private-sector partners when appropriate in the development and construction of affordable housing.

Staff will continue to collaboratively work with the service provide community, non-profit organizations, and neighboring cities and local governmental agencies within the County of Ventura to identify projects that also meet federal community development program eligibility and which can comply with timely draw-down requirements.

Actions planned to foster and maintain affordable housing

Please refer to AP 55 for discussion on the City-Affordable Housing's strategies and goals.

Actions planned to reduce lead-based paint hazards

The City will coordinate activities with the County of Ventura Department of Health and Human Services to reduce lead-based paint hazards in accordance with federal regulations. Any rehabilitation activities on housing units constructed prior to 1978 will have lead hazards identified and actions taken to remove the hazard.

Actions planned to reduce the number of poverty-level families

Eliminating poverty is a clear concern in Oxnard and the Ventura County in general. Efforts are constantly underway to improve the quality of life and economic well-being of the residents through collaborative efforts of the following agencies and their programs provide needed skills for individuals seeking jobs and thereby getting them out of poverty:

- City Corp
- Community Action of Ventura County
- Oxnard Housing Authority

Actions planned to develop institutional structure

Extensive public and private partnerships have been established and organized to address the City's housing, homeless, and community development needs: Entitlement Grants workshops and training, Affordable Housing workshops for homeowners, Relocation meetings for residents, Fair Housing training and other scheduled meetings (such as Pre-construction meetings, Commission on Homelessness meetings, and meetings with County Continuum of Care Council, Housing Committee meetings,...).

Actions planned to enhance coordination between public and private housing and social service agencies

The City will continue to collaborate with public and private housing and social service agencies to meet the goals and objectives of the ConPlan. This could be from ongoing meetings, special meetings and/or task force.

Discussion

Program Specific Requirements

AP-90 Program Specific Requirements – 91.220(l)(1,2,4)

Introduction

In addition to the 20% cap for Administration, the City also allocates 15% of 2013 CDBG funds for community services including youth services and fair housing activities. The balance of the funds will be allocated to housing activities, code compliance and public facilities. In the event of an emergency (such as an earthquake, flooding, or hurricane ...) the City will cut the non-committed funds from other existing projects in order to fund the urgent need within the allowable range. However, the urgent need to meet the following tests: (1) the existing conditions pose serious and immediate threat to the health and welfare of the community, (2) the existing conditions are recent or recently became urgent, generally 18 months, (3) the City cannot finance on its own, (4) and when other funding sources are not available.

Community Development Block Grant Program (CDBG)

Reference 24 CFR 91.220(l)(1)

Projects planned with all CDBG funds expected to be available during the year are identified in the Projects Table. The following identifies program income that is available for use that is included in projects to be carried out.

1. The total amount of program income that will have been received before the start of the next program year and that has not yet been reprogrammed	0
2. The amount of proceeds from section 108 loan guarantees that will be used during the year to address the priority needs and specific objectives identified in the grantee's strategic plan.	0
3. The amount of surplus funds from urban renewal settlements	0
4. The amount of any grant funds returned to the line of credit for which the planned use has not been included in a prior statement or plan	0
5. The amount of income from float-funded activities	0
Total Program Income:	0

Other CDBG Requirements

1. The amount of urgent need activities	0
---	---

2. The estimated percentage of CDBG funds that will be used for activities that benefit persons of low and moderate income. Overall Benefit - A consecutive period of one, two or three years may be used to determine that a minimum overall benefit of 70% of CDBG funds is used to benefit persons of low and moderate income. Specify the years covered that include this AAP.

100.00%

HOME Investment Partnership Program (HOME)

Reference 24 CFR 91.220(l)(2)

1. A description of other forms of investment being used beyond those identified in Section 92.205 is as follows:

Cal-Home funds were awarded in September 2012 for \$1,000,000 for acquisition/rehabilitation of single-family homes. The City anticipates making up to 16 acquisition/rehabilitation loans in FY 2014-15. Each borrower will receive up to \$60,000 combined total for acquisition and rehabilitation of the house. This program will allow houses previously not eligible to be considered, brought up to code and improve the neighborhood's appearance and quality of life.

The remaining BEGIN funds of 2.1 million dollars will be exhausted in fiscal year 2013-2014 prior to June 30, 2014 for low and moderate-income households purchasing the newly constructed Vista Urbana homes in the Riverpark Master Plan.

2. A description of the guidelines that will be used for resale or recapture of HOME funds when used for homebuyer activities as required in 92.254, is as follows:

The homebuyer activity that the City uses HOME funds for is the City-wide Homebuyer Down Payment Assistance Loan. During the period of affordability (which may be from 5 to 10 years) depending upon the amount used for gap financing, the City will recapture the entire amount of HOME funds as allowed in 24 CFR 92.254 (a)(5)(ii)(A)(1). In some cases, there may be additional HOME subsidies if a Community Housing Development Organization (CHDO) constructed the development for homebuyer sales. Primarily, the developer subsidies are paid at the time of the sale and may be reprogrammed for homebuyer activities to the new homebuyer.

At this time, our division does not have authorization from the City Council to use entitlement HOME funds for preserving affordability through a purchase option, right of first refusal, or to acquire the property at a Trustee's Sale in foreclosure.

3. A description of the guidelines for resale or recapture that ensures the affordability of units acquired with HOME funds? See 24 CFR 92.254(a)(4) are as follows:

The City uses a promissory note secured by trust deed and recorded with the Ventura County Recorder's office to secure the recapture provisions.

Annually, staff sends a Certification of Owner-Occupancy, which requires a utility bill, mobile home space rental statement, and/or property tax or insurance bill confirming that the homeowner's name and address is the same as the property address. If non-owner occupancy or an unauthorized sale is reported, the homeowner is notified in writing and given a time to cure; the report is also investigated by staff through other means to verify the allegation. If the homebuyer/homeowner does not cure the default, staff sends a follow up demand letter. In the case of a default of a senior lien on the property, staff sends a default letter for the HOME-funded loan along with a loan modification/foreclosure prevention advisory by the Ventura County District Attorney, which includes local HUD-certified housing counselors. Staff tries to work with the homeowner to have a positive outcome if possible. Staff will attempt to or contact the lender to negotiate retaining the

resale restriction agreement in place if the unit is an inclusionary unit for the City.

4. Plans for using HOME funds to refinance existing debt secured by multifamily housing that is rehabilitated with HOME funds along with a description of the refinancing guidelines required that will be used under 24 CFR 92.206(b), are as follows:

The City does not include refinancing of existing debt secured by single-family or multi-family housing that is rehabilitated with HOME funds as an activity that is considered for funding. For multifamily housing which may have multiple federal funding sources for assistance in the construction of the units, 24 CFR 92.206(b)(2)(vi) does not permit refinancing of any loans made or insured with federal funding, including CDBG funds.

Emergency Solutions Grant (ESG)
Reference 91.220(l)(4)

1. Include written standards for providing ESG assistance (may include as attachment)

The City does not provide any direct assistance under the ESG program any longer. All written standards vary by service providers and assistance type. However, all providers must ensure recipients meet the minimum qualifications established by HUD for each eligible funded activity.

2. If the Continuum of Care has established centralized or coordinated assessment system that meets HUD requirements, describe that centralized or coordinated assessment system.

The CoC is implementing a pilot coordinated assessment as of April 1, 2014. Because it is only a pilot program the system's details will be provided at a later date.

3. Identify the process for making sub-awards and describe how the ESG allocation available to private nonprofit organizations (including community and faith-based organizations).

The process for making all sub-awards for ESG recipients are as follows:

1. The City formally posts the RFP in the regional newspaper, on the City's website and GATV, and emails and paper mail are sent to all existing and potential service providers from Santa Barbara to Los Angeles.
2. All interested agencies are required to attend information workshop/application training on the process, which includes all deadline dates and times.
3. Interested agencies then submit their letter of interest, project overview and qualifications. Those agencies meeting all of the minimum qualifications are then asked to submit a full proposal.
4. The Review Committee, which is comprised of 1 city staff person, a selected member of the Continuum of Care Collaborative, a member of the general public, and 2 selected members of the City's Commission on Homelessness.
5. The Review Committee reviews all proposals and makes award/funding recommendations. These recommendations are then submitted to the Commission on Homelessness for final review and recommendations to the Mayor and Council.
6. All applicants are contacted and urged to attend the Council meeting in which the items fall on the agenda. All supporting comments and grievances are done at this time.
7. The Mayor and Council direct the City Manager and staff to move forward with final processing.
8. Staff prepares all contracts and routes for execution. Additionally, all internal processes are completed in order to encumber funds to each individual agency.
9. Contracts are completed and services can begin provided July 1 (even if the contracts are executed after July 1).

10. All ESG contracts are two (2) year contracts, with the start date beginning on July 1 of the awarded grant year.
4. If the jurisdiction is unable to meet the homeless participation requirement in 24 CFR 576.405(a), the jurisdiction must specify its plan for reaching out to and consulting with homeless or formerly homeless individuals in considering policies and funding decisions regarding facilities and services funded under ESG.
- The City meets the homeless participation requirement by having a homeless and a formerly homeless person serve on the City's Commission on Homelessness.
5. Describe performance standards for evaluating ESG.
- The following are the performance standards used for evaluating ESG

PERFORMANCE MEASURES

Performance measures are in place to ensure the efficient administration of all ESGP funded activities. Additionally, along with the utilization of the HMIS, these measures will hopefully help to reduce the length of time of family and individual homelessness, reduce the overall incidences of homelessness, and monitor the overall use of emergency shelters. Some of the activity measures are as follows:

- Emergency Shelters: Excluding winter shelters, emergency shelter must be able to document placement of a minimum of 10% of the homeless households served in the Program Year into transitional or permanent housing.
- Transitional Housing: must be able to document placement of a minimum of 50% of the households who completed the transitional housing program in the Program Year into permanent housing. "Household" is defined as all clients including single individuals and families.
- Rapid Re-housing: must show continued housing of clients receiving assistance for at least three (3) months after receiving assistance. This should be done via case management of clients, documentation and HMIS entry and exit dates.
- Eviction Prevention: must show continued housing of clients receiving assistance for at least three (3) months after receiving assistance. This should be done via case management of clients, documentation and HMIS entry and exit.
- All clients, with the exception of victims of domestic violence, must be entered into the Regional HMIS within fifteen (15) days of receiving service(s), and must be exited from the system within thirty (30) day of program completion or termination.

MINIMUM STANDARDS

Subgrantees are expected to have taken steps to meet the "Minimum Standards" for Homeless Programs within thirty (30) days of executing the Program Year contract. The Minimum Standards are provided as Attachment I to this document.

BUILDING AND HABITABILITY STANDARDS

Any building for which ESGP funding is used for renovation, major rehabilitation or conversion must meet local government safety and sanitation standards. In addition, the following are a number of basic standards to ensure that shelter and housing facilities funded through the ESGP program are safe, sanitary and adequately maintained.

MONITORING

CITY staff will monitor the use of grant funds through a combination of a thorough review of all submitted reports, review of audit or financial statements, monitoring and site visits.

Discussion



Meeting Date: 05/6/14

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

Prepared By: Kymberly Horner, Interim Redevelopment Services Manager ^{KH} Agenda Item No. K-1Reviewed By: City Manager [Signature] City Attorney [Signature] Finance [Signature] Other (Specify) _____**DATE:** April 24, 2014**TO:** City Council**FROM:** Kymberly R. Horner
Interim Redevelopment Services Manager Kymberly R. Horner**SUBJECT:** Property-Based Business Improvement District Petition**RECOMMENDATION**

That City Council:

- (1) Consider the Property-Based Business Improvement District ("PBID") Petition ("Petition").
- (2) Authorize the Mayor, City Manager or a designee sign the Petition on behalf of the City.

DISCUSSION

The Property and Business Improvement District Law of 1994(California Streets and Highways Code sections 36600 et seq., the "Law") authorizes cities to establish property and business improvement districts within business districts to promote enhanced economic revitalization and physical maintenance of such business districts. The Law authorizes cities to approve the levy and collection of assessments on real property within such districts for the purpose of providing enhanced improvements and promoting activities that specifically benefit real property within such districts.

The Oxnard Downtown Management District is a property-based Business Improvement District ("PBID") formed under the Law. The PBID was originally formed in 2001 for a 5-year period. It was then renewed and expanded in 2006 for another 5-year term. On August 2, 2011, the Oxnard City Council re-established and expanded the Downtown PBID for a 3-year period.

Oxnard Downtown Management District, Inc. ("ODMD"), is a non-profit organization contracted by the City of Oxnard for the administration of assessment revenues collected by the County from properties located within the PBID. Upon the City receiving the assessment revenues from the County, the City remits the funds to ODMD for downtown improvements and special benefit programs.

Since last fall, a PBID Renewal Committee consisting of Downtown property and business owners has been meeting to formulate the details of the PBID renewal. The Committee has determined that the PBID renewal period will be a 5-year period.

The steps listed below are typical of the process to renew the PBID.

- PBID Steering Committee - To guide the process and test the feasibility of renewing the PBID, a steering committee of downtown property and business owners is formed.
- Renewal Brochure - A renewal brochure regarding the condition of the downtown, ODMD's annual accomplishments, benefits of renewing the PBID, and the next steps of the renewal process is prepared. ODMD and the PBID Steering Committee make the renewal brochure available to business owners and property owners.
- Information Meetings – The PBID Steering Committee will provide one-on-one meetings and Drop-in Question and Answer meetings/sessions for property owners wanting to understand the PBID and the process.
- Petition - The PBID Steering Committee is currently asking property owners to sign a petition. For the PBID process to advance, owners representing a majority of assessments must sign the petition.
- Resolution of Intention – If petitions submitted are signed by the property or business owners in the PBID who will pay more than 50 percent of the proposed assessments, the City Council may adopt a resolution of intention to renew the PBID and setting the date for a public hearing to consider the renewal.
- Ballot - Mailed ballots are sent to property owners and the public hearing is held to determine if a majority protest exists. If there is no majority opposition, the City Council adopts a resolution renewing the PBID.

To summarize, the PBID renewal is a two-step process. First, petitions signed by property owners within the district, representing at least 50% of the total assessment to be levied must be secured. Second, property owners will be sent a ballot by which they can protest the PBID renewal.

Council Actions

If the petition process threshold is reached by early spring, Council will be asked to hold a public hearing and adopt a Resolution of Intention to renew the Assessment District. Ballots will be mailed to property owners and, in the absence of a majority protest, Council may adopt a resolution renewing the PBID. Assessments would be recorded and sent to the Ventura County Tax Assessors by its August 2014 deadline.

Annually, the City Council adopts a resolution to approve the levy and collection of assessments against lots and parcels of real property within the PBID. The proposed improvements and activities include providing street, sidewalk, alley and parking lot cleaning and other services supplemental to those normally provided by the City, a public safety program, promotions and marketing, expansion of thematic physical amenities throughout Downtown, and other improvements and activities which benefit businesses and real property located within the PBID. The PBID Annual Report will be provided to the City Council at a future Council Meeting in accordance with the Agreement between

the City and ODMD.

The proposed assessment is \$526,767, which reflects a rate increase of 5 percent over the previous fiscal year. Of the total assessments to be levied, \$385,630 is to be charged to private owners and \$141,137 to public agencies. In accordance with the Draft Management District Plan, the amount to be levied and collected for each fiscal year may be increased by an amount not to exceed five percent per year.

The estimated amount of assessment for the related City properties is approximately \$141,137 for fiscal year 2014-2015 or roughly 26.79% of the total PBID. Approximately \$31,423.17 of the total City contribution or 5.97%, represents Successor Agency owned properties.

FINANCIAL IMPACT

Signing of the PBID Petition is not a commitment of funds and will not have a financial impact on the City's General Fund.

Attachment #1 - PBID Petition
#2 – City Data
#3 – Draft Management District Plan
#4 - Brochure



**Petition to Initiate a Vote on the Renewal of the
Oxnard Downtown Management District (ODMD)**

The undersigned owner(s) of real property within the proposed renewed ODMD, hereby declare that they are authorized to sign this petition.

The undersigned owner(s) hereby petition the City of Oxnard City Council to:

1. *Initiate proceedings to renew for 5 years, the ODMD in accordance with the applicable provisions of State law.*
2. *Conduct a Proposition 218 ballot "VOTE" procedure of property owners within the proposed renewed ODMD.*

I support the Right to Vote on the Renewal of the ODMD



Authorized signature: _____

Printed name and date: _____

Primary ODMD Property Address: _____

NOTE: PLEASE SEE OTHER SIDE FOR YOUR SPECIFIC PROPERTY ASSESSMENT DATA



If additional signature required:

Authorized signature: _____

Printed name and date: _____

Owner/contact mailing address:

Name Address City State/Zip

Phone Email FAX

PLEASE SIGN AND RETURN THIS PETITION TODAY TO THE OXNARD DOWNTOWN MANAGEMENT DISTRICT INC (ODMD) LOCATED AT 230 W. SEVENTH ST., STE B, OXNARD CA 93030 (FAX 805-385-2707) TO ALLOW PROPERTY OWNERS WITHIN THE ODMD THE OPPORTUNITY TO VOTE ON THE ODMD RENEWAL.

A COPY OF THE FULL OBMD MANAGEMENT PLAN IS ON FILE AT THE ODMD OFFICES AT THE ABOVE ADDRESS. TO RECEIVE A COPY OF THE PLAN, PLEASE CALL 805-385-2705.

ATTACHMENT 1

OXNARD DOWNTOWN MANAGEMENT DISTRICT
2014-15 PBID Assessment

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CN	APN	SITE ADDRESS	OWNER NAME	OWNER KEYWORD	LAND AREA (SF)	BLDG AREA (SF)	STREET FRONT (LF)	# Resid Units	2014-15 PBID ASMT	% TOTAL
60	2010160010	N OXNARD BL	REDEV AGENCY OXNARD	CITY OF OXNARD	10000	0	0		\$626.95	0.12%
60	2010160020	E FOURTH ST	REDEV AGENCY OXNARD	CITY OF OXNARD	8783	0	0		\$593.34	0.11%
60	2010160030	E FOURTH ST	OXNARD CITY OF	CITY OF OXNARD	13850	20000	230		\$1,867.87	0.32%
60	2010160040	E FOURTH ST	OXNARD CITY OF	CITY OF OXNARD	3363	0	0		\$443.67	0.08%
60	2010160050	E FOURTH ST	OXNARD CITY OF	CITY OF OXNARD	2300	0	100		\$820.66	0.16%
60	2010160060	E FOURTH ST	OXNARD CITY OF	CITY OF OXNARD	50	0	15		\$413.13	0.08%
60	2010160070	E FOURTH ST	OXNARD CITY OF	CITY OF OXNARD	800	0	80		\$697.97	0.13%
60	2010160080	E FOURTH ST	OXNARD CITY OF	CITY OF OXNARD	4100	0	45		\$646.88	0.12%
60	2010160090	E FOURTH ST	OXNARD CITY OF	CITY OF OXNARD	4400	0	38		\$624.69	0.12%
60	2010160100	E FOURTH ST	OXNARD CITY OF	CITY OF OXNARD	5500	0	50		\$705.86	0.13%
60	2010160110	E FOURTH ST	OXNARD CITY OF	CITY OF OXNARD	7880	0	75		\$873.17	0.17%
60	2010160120	400 S OXNARD BL	REDEV AGENCY-OXNARD	CITY OF OXNARD	6500	0	50		\$733.47	0.14%
60	2010160130	E FOURTH ST	REDEV AGENCY-OXNARD	CITY OF OXNARD	7400	0	160		\$1,205.31	0.23%
60	2010160150	S OXNARD BL	OXNARD CITY OF	CITY OF OXNARD	5570	0	40		\$667.16	0.13%
60	2010160160	362 S OXNARD BL	REDEV AGENCY-OXNARD	CITY OF OXNARD	11179	8625	75		\$2,011.17	0.38%
60	2010160220	300 S OXNARD BL	OXNARD CITY OF	CITY OF OXNARD	10238	0	100		\$1,039.87	0.20%
60	2010160230	E FOURTH ST	OXNARD CITY OF	CITY OF OXNARD	600	0	27		\$477.08	0.09%
60	2010160240	E FOURTH ST	OXNARD CITY OF	CITY OF OXNARD	1900	0	115		\$870.57	0.17%
60	2010211040	META ST	REDEV AGENCY OXNARD	CITY OF OXNARD	3267	0	0		\$441.02	0.08%
60	2010211110	E FIFTH ST	OXNARD CITY OF	CITY OF OXNARD	1775	0	100		\$806.17	0.15%
60	2010211120	E FIFTH ST	REDEV AGENCY OXNARD	CITY OF OXNARD	4730	0	50		\$684.59	0.13%
60	2010211130	E FIFTH ST	OXNARD CITY OF	CITY OF OXNARD	2365	0	25		\$517.70	0.10%
60	2010211140	E FIFTH ST	OXNARD CITY OF	CITY OF OXNARD	2365	0	25		\$517.70	0.10%
60	2010211155	135 E FIFTH ST	OXNARD CITY OF	CITY OF OXNARD	2365	0	25		\$517.70	0.10%
60	2010211225	E FIFTH ST	OXNARD CITY OF	CITY OF OXNARD	2294	0	0		\$414.15	0.08%
60	2010211230	E FIFTH ST	OXNARD CITY OF	CITY OF OXNARD	2294	0	50		\$617.32	0.12%
60	2010211300	136 ENTERPRISE ST	OXNARD CITY OF	CITY OF OXNARD	6535	0	0		\$531.26	0.10%
60	2010211360	META ST	REDEV AGENCY-OXNARD	CITY OF OXNARD	6535	0	131		\$1,062.24	0.20%
60	2010211380	ENTERPRISE ST	OXNARD CITY OF	CITY OF OXNARD	18000	0	100		\$1,254.22	0.24%
60	2010212190	528 S OXNARD BL	OXNARD CITY OF	CITY OF OXNARD	10500	0	75		\$945.52	0.18%
60	2010213100	538 META ST	REDEV AGENCY-OXNARD	CITY OF OXNARD	5606	0	25		\$607.20	0.12%
60	2010213130	E SIXTH ST	REDEV AGENCY OXNARD	CITY OF OXNARD	4300	0	136		\$1,022.18	0.19%
60	2010213140	544 META ST	REDEV AGENCY OXNARD	CITY OF OXNARD	1715	0	33		\$533.35	0.10%
60	2010214010	ENTERPRISE ST	OXNARD CITY OF	CITY OF OXNARD	7100	0	50		\$750.04	0.14%
60	2010272020	E SEVENTH ST	REDEV AGENCY-OXNARD	CITY OF OXNARD	4250	0	25		\$569.75	0.11%
60	2010272030	141 E SEVENTH ST	REDEV AGENCY-OXNARD	CITY OF OXNARD	4250	0	25		\$569.75	0.11%
60	2010272050	125 E SEVENTH ST	OXNARD CITY OF	CITY OF OXNARD	8500	0	50		\$788.70	0.15%
60	2010272070	656 S OXNARD BL	OXNARD CITY OF	CITY OF OXNARD	7000	0	50		\$747.28	0.14%
60	2010272080	650 S OXNARD BL	OXNARD CITY OF	CITY OF OXNARD	7000	0	50		\$747.28	0.14%
60	2010272090	638 S OXNARD BL	OXNARD CITY OF	CITY OF OXNARD	10500	0	75		\$945.52	0.18%
60	2010272170	150 E SIXTH ST	REDEV AGENCY OXNARD	CITY OF OXNARD	7500	0	50		\$761.09	0.14%
60	2010272200	META ST	REDEV AGENCY OXNARD	CITY OF OXNARD	2500	0	25		\$521.43	0.10%
60	2010360110	126 E SEVENTH ST	OXNARD CITY OF	CITY OF OXNARD	26242	10500	120		\$1,563.09	0.30%

OXNARD DOWNTOWN MANAGEMENT DISTRICT
2014-15 PBID Assessment

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CN	APN	SITE ADDRESS	OWNER NAME	OWNER KEYWORD	LAND AREA (SF)	BLDG AREA (SF)	STREET FRONT (LF)	# Resid Units	2014-15 PBID ASSMT	% TOTAL
60	2020081010	201 S C ST	OXNARD CITY OF	CITY OF OXNARD	7000	0	190		\$1,316.17	0.25%
60	2020081020	211 S C ST	OXNARD CITY OF	CITY OF OXNARD	7000	1000	50		\$747.28	0.14%
60	2020081100	260 S D ST	OXNARD CITY OF	CITY OF OXNARD	5150	0	153		\$1,114.73	0.21%
60	2020081160	208 S D ST	OXNARD CITY OF	CITY OF OXNARD	7000	0	50		\$747.28	0.14%
60	2020081170	200 S D ST	OXNARD CITY OF	CITY OF OXNARD	7000	0	190		\$1,316.17	0.25%
60	2020081180	2231 S C ST	OXNARD CITY OF	CITY OF OXNARD	7500	0	50		\$761.09	0.14%
60	2020081190	S C ST	OXNARD CITY OF	CITY OF OXNARD	7500	41800	50		\$761.09	0.14%
60	2020081200	S C ST	OXNARD CITY OF	CITY OF OXNARD	7500	0	50		\$761.09	0.14%
60	2020081210	251 S C ST	OXNARD CITY OF	CITY OF OXNARD	7500	0	50		\$761.09	0.14%
60	2020081220	S C ST	OXNARD CITY OF	CITY OF OXNARD	7500	0	50		\$761.09	0.14%
60	2020081230	W THIRD ST	OXNARD CITY OF	CITY OF OXNARD	7500	0	190		\$1,329.98	0.25%
60	2020081240	S D ST	OXNARD CITY OF	CITY OF OXNARD	2350	0	37		\$566.04	0.11%
60	2020081250	S D ST	OXNARD CITY OF	CITY OF OXNARD	7500	0	50		\$761.09	0.14%
60	2020081260	S D ST	OXNARD CITY OF	CITY OF OXNARD	7500	0	50		\$761.09	0.14%
60	2020081270	S D ST	OXNARD CITY OF	CITY OF OXNARD	7500	0	50		\$761.09	0.14%
60	2020081280	S D ST	OXNARD CITY OF	CITY OF OXNARD	7500	0	50		\$761.09	0.14%
60	2020081290	210 S D ST	OXNARD CITY OF	CITY OF OXNARD	7500	0	50		\$761.09	0.14%
60	2020085190	418 W FOURTH ST	OXNARD CITY OF	CITY OF OXNARD	7875	5100	45		\$751.13	0.14%
60	2020085200	401 S C ST	HOUSING AUTHORITY-OXNARD	CITY OF OXNARD	13300	38500	270		\$1,815.22	0.34%
60	2020091100	S C ST	OXNARD CITY OF	CITY OF OXNARD	7000	0	50		\$747.28	0.14%
60	2020091370	351 W THIRD ST	OXNARD CITY OF	CITY OF OXNARD	14000	0	240		\$1,712.65	0.33%
60	2020091380	W SECOND ST	OXNARD CITY OF	CITY OF OXNARD	770	0	140		\$940.95	0.18%
60	2020091390	206 W SECOND ST	OXNARD CITY OF	CITY OF OXNARD	206039	130000	1260		\$11,160.58	2.12%
60	2020091400	214 W SECOND ST	OXNARD CITY OF	CITY OF OXNARD	56192	46000	390		\$3,487.31	0.66%
60	2020092030	S B ST	OXNARD CITY OF	CITY OF OXNARD	2800	0	0		\$428.12	0.08%
60	2020092040	S B ST	OXNARD CITY OF	CITY OF OXNARD	4200	0	50		\$669.96	0.13%
60	2020092120	320 S C ST	OXNARD CITY OF	CITY OF OXNARD	7000	0	50		\$747.28	0.14%
60	2020092170	300 W THIRD ST	OXNARD CITY OF	CITY OF OXNARD	28000	25738	340		\$5,629.69	1.07%
60	2020092180	344 S C ST	OXNARD CITY OF	CITY OF OXNARD	14000	6500	100		\$1,932.73	0.37%
60	2020094140	324 S B ST	OXNARD CITY OF	CITY OF OXNARD	6400	4000	50		\$1,216.23	0.23%
60	2020094155	S B ST	REDEV AGENCY-OXNARD	CITY OF OXNARD	600	0	0		\$367.37	0.07%
60	2020094160	S B ST	OXNARD CITY OF	CITY OF OXNARD	600	0	0		\$367.37	0.07%
60	2020094170	S B ST	OXNARD CITY OF	CITY OF OXNARD	6400	0	50		\$730.71	0.14%
60	2020094185	W THIRD ST	REDEV AGENCY-OXNARD	CITY OF OXNARD	12800	0	0		\$704.27	0.13%
60	2020094195	S B ST	OXNARD PARKING AUTHORITY	CITY OF OXNARD	1200	0	240		\$1,359.18	0.26%
60	2020094205	S B ST	REDEV AGENCY-OXNARD	CITY OF OXNARD	1200	0	0		\$383.94	0.07%
60	2020094215	365 S B ST	OXNARD PARKING AUTHORITY	CITY OF OXNARD	12800	0	240		\$1,679.51	0.32%
60	2020094225	S B ST	REDEV AGENCY-OXNARD	CITY OF OXNARD	1200	0	0		\$383.94	0.07%
60	2020094235	S B ST	OXNARD PARKING AUTHORITY	CITY OF OXNARD	12800	0	100		\$1,110.62	0.21%
60	2020095075	254 S A ST	OXNARD CITY OF	CITY OF OXNARD	7000	0	50		\$747.28	0.14%
60	2020095085	242 S A ST	OXNARD CITY OF	CITY OF OXNARD	7000	0	50		\$747.28	0.14%
60	2020096035	357 S OXNARD BL	OXNARD PARKING AUTHORITY	CITY OF OXNARD	9000	0	195		\$1,391.72	0.26%
60	2020096095	S OXNARD BL	OXNARD CITY OF	CITY OF OXNARD	9600	0	80		\$940.98	0.18%

**OXNARD DOWNTOWN MANAGEMENT DISTRICT
2014-15 PBID Assessment**

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CN	APN	SITE ADDRESS	OWNER NAME	OWNER KEYWORD	LAND AREA (SF)	BLDG AREA (SF)	STREET FRONT (LF)	# Resid Units	2014-15 PBID ASSMT	% TOTAL
60	2020096125	S OXNARD BL	OXNARD PARKING AUTHORITY	CITY OF OXNARD	5640	0	47		\$697.53	0.13%
60	2020101130	S C ST	OXNARD CITY OF	CITY OF OXNARD	11000	9800	210		\$1,507.90	0.29%
60	2020101205	S C ST	REDEV AGENCY-OXNARD	CITY OF OXNARD	2550	0	17		\$490.30	0.09%
60	2020101215	S C ST	OXNARD PARKING AUTHORITY	CITY OF OXNARD	13950	0	243		\$1,723.46	0.33%
60	2020101225	W FOURTH ST	REDEV AGENCY-OXNARD	CITY OF OXNARD	425	0	0		\$362.54	0.07%
60	2020101235	W FOURTH ST	OXNARD PARKING AUTHORITY	CITY OF OXNARD	2325	0	25		\$516.59	0.10%
60	2020101255	S B ST	OXNARD PARKING AUTHORITY	CITY OF OXNARD	475	0	19		\$441.12	0.08%
60	2020101270	W FIFTH ST	OXNARD PARKING AUTHORITY	CITY OF OXNARD	475	0	0		\$363.92	0.07%
60	2020101290	W FIFTH ST	OXNARD PARKING AUTHORITY	CITY OF OXNARD	1750	0	0		\$399.13	0.08%
60	2020101310	W FIFTH ST	OXNARD PARKING AUTHORITY	CITY OF OXNARD	475	0	0		\$363.92	0.07%
60	2020101330	W FIFTH ST	OXNARD PARKING AUTHORITY	CITY OF OXNARD	475	0	0		\$363.92	0.07%
60	2020101355	W FIFTH ST	OXNARD PARKING AUTHORITY	CITY OF OXNARD	475	0	0		\$363.92	0.07%
60	2020101360	S C ST	REDEV AGENCY-OXNARD	CITY OF OXNARD	312	0	0		\$359.42	0.07%
60	2020101370	W FIFTH ST	OXNARD PARKING AUTHORITY	CITY OF OXNARD	775	0	0		\$372.20	0.07%
60	2020101405	S B ST	REDEV AGENCY-OXNARD	CITY OF OXNARD	1055	0	6		\$404.31	0.08%
60	2020101415	S B ST	OXNARD COMMUNITY DEV CO	CITY OF OXNARD	14790	14276	260		\$3,548.56	0.67%
60	2020101435	W FOURTH ST	REDEV AGENCY-OXNARD	CITY OF OXNARD	850	0	0		\$374.27	0.07%
60	2020102010	S C ST	OXNARD CITY OF	CITY OF OXNARD	74923	0	550		\$4,654.72	0.88%
60	2020103025	W FIFTH ST	OXNARD PARKING AUTHORITY	CITY OF OXNARD	5500	0	50		\$705.86	0.13%
60	2020103115	S C ST	REDEV AGENCY-OXNARD	CITY OF OXNARD	1125	0	15		\$442.82	0.08%
60	2020103130	W SIXTH ST	OXNARD COMMUNITY DEV CO	CITY OF OXNARD	2750	2000	25		\$771.09	0.15%
60	2020103145	W SIXTH ST	OXNARD PARKING AUTHORITY	CITY OF OXNARD	5000	0	50		\$692.05	0.13%
60	2020103175	W FIFTH ST	REDEV AGENCY-OXNARD	CITY OF OXNARD	135	0	1		\$357.98	0.07%
60	2020103185	W FIFTH ST	OXNARD PARKING AUTHORITY	CITY OF OXNARD	2656	0	24		\$522.28	0.10%
60	2020103205	W SIXTH ST	OXNARD PARKING AUTHORITY	CITY OF OXNARD	3740	0	34		\$592.24	0.11%
60	2020103210	W FIFTH ST	OXNARD COMMUNITY DEV CO	CITY OF OXNARD	4650	4000	25		\$1,066.32	0.20%
60	2020103225	W FIFTH ST	REDEV AGENCY-OXNARD	CITY OF OXNARD	850	0	0		\$374.27	0.07%
60	2020103235	S B ST	REDEV AGENCY-OXNARD	CITY OF OXNARD	1700	0	15		\$458.70	0.09%
60	2020105120	S B ST	REDEV AGENCY-OXNARD	CITY OF OXNARD	3500	0	25		\$549.04	0.10%
60	2020105170	W SIXTH ST	REDEV AGENCY-OXNARD	CITY OF OXNARD	1800	0	12		\$449.27	0.09%
60	2020105180	S B ST	OXNARD PARKING AUTHORITY	CITY OF OXNARD	19208	0	278		\$2,010.88	0.38%
60	2020105195	S B ST	REDEV AGENCY-OXNARD	CITY OF OXNARD	300	0	0		\$359.08	0.07%
60	2020105205	S B ST	OXNARD PARKING AUTHORITY	CITY OF OXNARD	3200	0	25		\$540.76	0.10%
60	2020105210	S B ST	REDEV AGENCY-OXNARD	CITY OF OXNARD	300	0	0		\$359.08	0.07%
60	2020105220	S B ST	OXNARD PARKING AUTHORITY	CITY OF OXNARD	3200	0	25		\$540.76	0.10%
60	2020105235	S B ST	REDEV AGENCY-OXNARD	CITY OF OXNARD	900	0	0		\$375.65	0.07%
60	2020105245	S B ST	OXNARD PARKING AUTHORITY	CITY OF OXNARD	9600	0	75		\$920.67	0.17%
60	2020105260	W FIFTH ST	REDEV AGENCY-OXNARD	CITY OF OXNARD	1200	0	12		\$432.70	0.08%
60	2020105305	S A ST	REDEV AGENCY-OXNARD	CITY OF OXNARD	4900	0	25		\$587.70	0.11%
60	2020106015	S OXNARD BL	OXNARD PARKING AUTHORITY	CITY OF OXNARD	5250	0	164		\$1,162.19	0.22%
60	2020106035	S OXNARD BL	OXNARD CITY OF	CITY OF OXNARD	3000	0	25		\$535.23	0.10%
60	2020106065	W FIFTH ST	OXNARD PARKING AUTHORITY	CITY OF OXNARD	6750	0	50		\$740.38	0.14%
60	2020106245	S OXNARD BL	OXNARD CITY OF	CITY OF OXNARD	3900	0	32		\$588.53	0.11%

ATTACHMENT 2

OXNARD DOWNTOWN MANAGEMENT DISTRICT
2014-15 PBID Assessment

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CN	APN		SITE ADDRESS	OWNER NAME	OWNER KEYWORD	LAND AREA (SF)	BLDG AREA (SF)	STREET FRONT (LF)	# Resid Units	2014-15 PBID ASSMT	% TOTAL
60	2020106250	425	N OXNARD BL	OXNARD PARKING AUTHORITY	CITY OF OXNARD	2500	0	93		\$797.74	0.15%
60	2020106265		W FOURTH ST	REDEV AGENCY-OXNARD	CITY OF OXNARD	990	0	12		\$426.90	0.08%
60	2020106275		W FOURTH ST	OXNARD PARKING AUTHORITY	CITY OF OXNARD	4928	0	37		\$635.20	0.12%
60	2020106285		W FOURTH ST	REDEV AGENCY-OXNARD	CITY OF OXNARD	1200	0	0		\$383.94	0.07%
60	2020106295	421	S OXNARD BL	OXNARD PARKING AUTHORITY	CITY OF OXNARD	9600	0	0		\$615.90	0.12%
60	2020106310		W FIFTH ST	OXNARD PARKING AUTHORITY	CITY OF OXNARD	805	0	7		\$401.47	0.08%
60	2020106320		W FIFTH ST	REDEV AGENCY-OXNARD	CITY OF OXNARD	2918	0	18		\$504.52	0.10%
60	2020107050		W FIFTH ST	OXNARD PARKING AUTHORITY	CITY OF OXNARD	2970	0	25		\$532.37	0.10%
60	2020107060		W FIFTH ST	OXNARD PARKING AUTHORITY	CITY OF OXNARD	3375	0	25		\$545.59	0.10%
60	2020107070		W FIFTH ST	OXNARD PARKING AUTHORITY	CITY OF OXNARD	3375	0	25		\$545.59	0.10%
60	2020107100	531	S OXNARD BL	OXNARD PARKING AUTHORITY	CITY OF OXNARD	9000	0	76		\$906.13	0.17%
60	2020107120	559	S OXNARD BL	OXNARD PARKING AUTHORITY	CITY OF OXNARD	3000	0	25		\$535.23	0.10%
60	2020107135	563	S OXNARD BL	OXNARD PARKING AUTHORITY	CITY OF OXNARD	6000	0	170		\$1,207.29	0.23%
60	2020107195		W FIFTH ST	REDEV AGENCY-OXNARD	CITY OF OXNARD	2700	0	20		\$506.63	0.10%
60	2020107205		W FIFTH ST	OXNARD PARKING AUTHORITY	CITY OF OXNARD	575	0	6		\$389.03	0.07%
60	2020107215		S OXNARD BL	REDEV AGENCY-OXNARD	CITY OF OXNARD	600	0	5		\$387.69	0.07%
60	2020107225		S OXNARD BL	OXNARD PARKING AUTHORITY	CITY OF OXNARD	2340	0	20		\$494.66	0.09%
60	2020131170		S C ST	OXNARD CITY OF	CITY OF OXNARD	5000	0	149		\$1,092.30	0.21%
60	2020131190		S C ST	OXNARD CITY OF	CITY OF OXNARD	20	0	2		\$357.45	0.07%
60	2020131220		W FIFTH ST	OXNARD CITY OF	CITY OF OXNARD	2000	0	40		\$568.57	0.11%
60	2020144220	720	S B ST	REDEV AGENCY OXNARD	CITY OF OXNARD	517	400	20		\$494.90	0.09%
60	2020144240	715	S A ST	REDEV AGENCY OXNARD	CITY OF OXNARD	506	400	20		\$494.60	0.09%
60	2020144270	740	S B ST	REDEV AGENCY OXNARD	CITY OF OXNARD	2556	2500	50		\$928.01	0.18%
60	2020144280	731	S A ST	REDEV AGENCY OXNARD	CITY OF OXNARD	2435	2000	45		\$842.53	0.16%
60	2020145190		S A ST	OXNARD CITY OF	CITY OF OXNARD	7000	0	50		\$747.28	0.14%
60	2020145200	631	S OXNARD BL	OXNARD CITY OF	CITY OF OXNARD	6000	0	50		\$719.67	0.14%
60	2020145210	629	S OXNARD BL	OXNARD CITY OF	CITY OF OXNARD	4530	0	38		\$628.28	0.12%
60	2020183140	852	S A ST	OXNARD COMMUNITY DEV CO	CITY OF OXNARD	3482	0	25		\$547.99	0.10%
					CITY OF OXNARD Total					\$141,137.62	26.79%



DRAFT

**OXNARD DOWNTOWN MANAGEMENT DISTRICT
RENEWAL
PROPERTY & BUSINESS IMPROVEMENT DISTRICT
MANAGEMENT DISTRICT PLAN**

*Formed in 2001 and Being Renewed Under California Streets and Highways Code Section 36600 et seq.
Property Business Improvement District Act of 1994, as amended*

PRESENTED BY:

THE OXNARD DOWNTOWN MANAGEMENT DISTRICT, INC

DECEMBER 23, 2013 (v1.0)

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1.0 DISTRICT SUMMARY

The Oxnard Downtown Management District is a property-based Business Improvement District (PBID) being renewed for a 5 year period by a consortium of business and property owners within Downtown Oxnard. The District was originally formed in 2001 for a 5 year period. It was renewed and expanded in 2006 for another 5 year term and renewed for a 3 year term in 2011. The purpose of this District is to continue to provide and manage supplemental services and improvements for this important business center, including a "clean and safe" program, a professional marketing and business development program, and a program of installing and upgrading physical amenities throughout the greater Downtown area. The PBID is a unique benefit assessment district that will enable the District property owners, working as a unit, to continue to fund needed property related improvement programs and projects above what can be provided by the City of Oxnard.

Location: The PBID is located in the center of Oxnard and is bounded roughly by Second Street on the north, the Railroad tracks on the east, Wooley Street on the south and C and D Streets on the west. There is one benefit zone (See enclosed map).

Services: Maintenance, public safety, business development, beautification and related management and operation services.

Finance: Benefit assessment of 527 parcels of real property

Budget: PBID assessment revenue for Year 1 is projected to be approximately \$526,767.

Cost: Year 1 property assessment rates per parcel are \$350.80 plus 2.7615 cents per square foot of land, plus 12.138 cents per square foot of building, plus \$4.0635 per linear foot of street frontage. Institutional/non-profit/government owned parcels shall be exempt from the building area portion of the assessment. Residential uses (including residential condominiums) shall be assessed at the rate of \$55.16 per year per unit. Mixed-use development assessments shall be pro-rated based on the ratios of each respective use.

Cap: Assessment increases are capped at a maximum of 5 % per year based either on the C.P.I. for the Oxnard/Ventura area for all urban consumers or upon approval of the Property Owner's Association Board.

Renewal: District renewal is a two-step process. First, petitions signed by District property owners representing at least 50% of the total assessment to be levied must be secured. Second, property owners will be sent a ballot to vote on the District renewal. Returned ballots in support of the District renewal must outweigh those in opposition based on the amount of assessment to be levied per returned ballot.

Duration: The PBID will have a term of five (5) years. After five years, the petition and balloting process must be repeated in order to renew the district and levy assessments.

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PBID FAQ

1. *What is a PBID?*
A PBID is a unique funding tool which allows business district property owners to pool their financial resources by assessing themselves to pay for certain districtwide activities and improvements. While introduced to California in 1995, PBID's have been used throughout the U.S. for four decades and are the most effective and fair method to fund business district programs.
2. *What is the primary benefit of a PBID?*
Competition for trade dollars is increasing and improving all the time. Much more can be accomplished by working together as an organized unit than by working alone. There is the advantage of group purchasing power for funding areawide improvements and programs.
3. *Is a PBID just another government program?*
No. The local government agency's role is to initially approve renewal of the PBID and to annually re-approve the PBID budget and collect or cause to be collected, the funds from the County Tax Collector. The funds will be used to pay for the programs and activities authorized by the approved Management Plan.
4. *Is a PBID assessment a new tax?*
No. Taxes go into government agency general funds to be used throughout their jurisdictions as needed. PBID assessments, however, can only be levied and used within the PBID boundaries to fund programs and activities authorized by the approved Management Plan. The PBID must be re-approved for each stipulated period (up to 10 years) the assessments are to be levied.
5. *Which properties are assessed?*
All properties within the boundaries of the PBID will be assessed unless specifically exempted by law. Assessments will vary based on the projected proportionate special benefit to be conferred on each property.
6. *How much is each property charged?*
An equitable formula has been developed whereby assessments for commercial uses are computed based on a combination of a base parcel fee, the property size, building size and street frontage of each parcel in proportion to the expected level of benefit to be derived from the programs, improvements and activities being funded. Parcels with residential uses and residential condominiums are assessed at an equal base rate per unit. Institutional/non-profit/government owned parcels are exempt from the building area portion of the assessment.
7. *Can the assessment formula or programs be changed in the future?*
The assessment formula, boundaries and broad programs can only be changed by a process involving notices and public hearings and, in some cases, a re-vote of the property owners.

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2.0 INTRODUCTION

There is an ever increasing awareness of social issues in business districts such as crime and environmental concerns (littering, natural resource depletion, graffiti), as well as a greater perceived need by the public for supplemental security and maintenance services.

Coupled with this, there is an ever-increasing amount of competition for business districts from malls, off-price centers, big box warehouse retailers and factory outlets as well as a myriad of internet and home shopping networks. There is a much greater need to aggressively market goods and services and create physical environments and services comparable to the competition. Business districts everywhere must work harder and smarter just to capture a portion of their proportionate marketplace share.

In order to survive and coexist in the myriad of competition, business districts cannot rely solely on discretionary government funding or normal tax supported programs and services. There is a need to pool private resources to independently fund, at least in part, vital activities, services and improvements. Business districts throughout California, from Eureka to San Diego, are finding that one of the most viable methods today to accomplish this is through a property-based business improvement district (PBID).

This unique assessment mechanism can fund an exciting array of activities ranging from farmer's markets, art festivals and street fairs to beautification projects such as banners, holiday decorations and landscape planters, to urgently needed services such as supplemental security and maintenance. By pooling private dollars, PBIDs are able to collectively pay for activities, programs and improvements which would not be possible on an individual owner basis. In a time of stretched public resources, PBIDs are one of the most valuable and effective private sector business district finance tools available.

2.1 PBID GENERIC ELIGIBLE USE OF FUNDS

PBID assessments are levied directly on properties within a prescribed area on the basis of relative special benefit from the improvements and activities to be funded and defined in the State law as follows:

• **“Improvement”** means the acquisition, construction, installation, or maintenance of any tangible property with an estimated useful life of five years or more including, but not limited to, the following:

- (a) Parking facilities
- (b) Benches, booths, kiosks, display cases, pedestrian shelters and signs
- (c) Trash receptacles and public restrooms (d) Lighting and heating facilities
- (e) Decorations (f) Parks (g) Fountains (h) Planting areas
- (i) Closing, opening, widening, or narrowing of existing streets
- (j) Facilities or equipment, or both, to enhance security of persons and property within the area.
- (k) Ramps, sidewalks, plazas, and ped. malls. (l) Rehabilitation or removal of existing structures

• **“Activities”** means, but is not limited to, all of the following:

- (a) Promotion of public events which benefit businesses or real property in the district.
- (b) Furnishing of music in any public place in the area.
- (c) Promotion of tourism within the district.
- (d) Marketing and economic development, including retail retention and recruitment.

- (e) Providing security, sanitation, graffiti removal, street and sidewalk cleaning, and other municipal services supplemental to those normally provided by the municipality.
- (f) Activities which benefit businesses and real property located in the district.

2.2 REQUIRED INFORMATION IN A PBID MANAGEMENT DISTRICT PLAN

As stipulated by California State Law (Section 36600 Streets and Highways Code), the following information and data must be included in a PBID Management District Plan:

Section 36622. The management district plan shall contain all of the following:

- (a) A map of the district in sufficient detail to locate each parcel of property within the district.
- (b) The name of the proposed district.
- (c) A description of the boundaries of the district, including the boundaries of any benefit zones, proposed for establishment or extension in a manner sufficient to identify the lands included. Under no circumstances shall the boundaries of a proposed district overlap with the boundaries of another existing district created pursuant to this part. Nothing in this part prohibits the boundaries of a district created pursuant to this part to overlap with other assessment districts established pursuant to other provisions of law including, but not limited to, the Parking and Business Improvement Area Law of 1989.
- (d) The improvements and activities proposed for each year of operation of the district and the maximum cost thereof.
- (e) The total annual amount proposed to be expended for improvements, maintenance and operations in each year of operation of the district.
- (f) The proposed source or sources of financing including the proposed method and basis of levying the assessment in sufficient detail to allow each property owner to calculate the amount of the assessment to be levied against his or her property.
- (g) The time and manner of collecting the assessments.
- (h) The specific number of years, to a maximum of five (ten for renewals), in which assessments will be levied. The management district plan may set forth specific increases in assessments for each year of operation of the district.
- (i) The proposed time for implementation and completion of the management district plan.
- (j) Any proposed rules and regulations to be applicable to the district.
- (k) A list of the properties to be assessed, including the assessor's parcel number, and a statement of the method or methods by which the expenses of a district will be imposed upon benefited real property, in proportion to the benefit received by the property, to defray the cost thereof, including operation and maintenance. The plan may provide that all or any class or category of real property which is exempt by law from real property taxation may nevertheless be included within the boundaries of the district but shall not be subject to the assessment.
- (l) Any other item or matter required to be incorporated therein by the city council.

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3.0 PBID DETAILS

3.1 PBID BOUNDARY

The Oxnard Downtown Management District encompasses properties bounded roughly by Second St. on the north, Meta St. and the railroad tracks on the east, Wooley Road on the south, and C St. and D St. on the west. More specifically, the PBID is described as follows:

Beginning at the intersection of the centerlines of Second Street and D Street; thence east along said centerline of Second Street to the east property line of Oxnard Boulevard; thence north along said east property line of Oxnard Boulevard to the tangent intersection point with the west property line of the railroad right of way; thence southeast and south along said west property line of the railroad right of way to the centerline of Fifth Street; thence west along said centerline of Fifth Street to the prolongation of the east property line of the public alley lying east of and parallel to Meta Street; thence south along said east property line of said public alley to the centerline of Seventh Street; thence west along said centerline of Seventh Street to the east property line of parcel APN 202-0-360-110; thence south along said east property line of said parcel APN 202-0-360-110 to the south property line of said parcel APN 202-0-360-110; thence west along said south property line of said parcel APN 202-0-360-110 to the west property line of said parcel APN 202-0-360-110; thence north along said west property line of said parcel APN 202-0-360-110 to the centerline of Seventh Street; thence west along said centerline of Seventh Street to the centerline of Oxnard Boulevard; thence south along said centerline of Oxnard Boulevard to the centerline of Wooley Road; thence west along said centerline of Wooley Road to the prolongation of the west property line of the public alley lying east of and parallel to C Street; thence north along said west property line of said public alley to the centerline of Ninth Street; thence west along said centerline of Ninth Street to the centerline of C Street; thence north along said centerline of C Street to the centerline of Eighth Street; thence west along said centerline of Eighth Street to the centerline of D Street; thence north along said centerline of D Street to the centerline of Seventh Street; thence east along said centerline of Seventh Street to the prolongation of the west property line of the public alley lying east of and parallel to D Street; thence north along said west property line of said public alley to the centerline of Third Street; thence west along said centerline of Third Street to the centerline of D Street; thence north along said centerline of D Street to the point of beginning.

Based on information provided by the Ventura County Assessor's Office, the City of Oxnard and field reviews, there are 535 parcels within the proposed renewed PBID. Of these, 527 are identified parcels that will receive proportionate degrees of special benefit from district programs and improvements. A map showing the PBID boundaries is shown on Appendix A attached hereto.

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3.2 PBID ACTIVITIES/WORK PROGRAMS/COSTS/BUDGET

Maintenance includes:

- Clean Team litter/debris pickup and graffiti removal
- check/empty sidewalk trash bins
- mechanical sidewalk sweeping/sidewalk scrubbing/steam cleaning
- clean/repair/replace trash bins
- mechanical street sweeping

Public Safety includes:

- 24/7 Safety Patrol and Ambassador Services

Business Development includes:

- promotional events and activities (Jazz Festival, Taste of Downtown etc)
- Certified Farmer's Market
- holiday events and decorations
- district advertising, newsletters and press releases
- targeted business recruitment
- Oxnard Branding Project
- Downtown Strategic Plan development
- website, blog, Twitter and Facebook
- permit processing assistance
- regional tourism promotion
- establish cultural arts district
- develop international marketplace theme

Beautification includes:

- street banner program
- holiday streetlamp décor
- sidewalk flower planters
- expand streetscape beautification amenities
- initiate full scale master planning and revitalization of Oxnard Boulevard

Management includes:

- personnel and full service office to manage PBID programs, activities and projects
- full service office to assist property and business owners with District-related needs
- solid lobbying force on District issues and needs

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HOW DOWNTOWN OXNARD STAKEHOLDERS BENEFIT

All property owners:

- Cleaner sidewalks, streets and common areas
- Real and perceived public safety improvements
- Enhanced rental incomes from vacant and underutilized space
- Greater pedestrian activity
- Improved business climate and mix of desired and needed uses
- New businesses and investors
- Steady funded and well-managed Downtown programs and services
- Stronger and united voice in Downtown matters

Retail, restaurant, entertainment, and service businesses:

- Regular marketing/promotional activities to attract and keep customers

Professional, medical and financial businesses:

- Clean & safe programs for welfare of customers and employees

General office uses:

- Enhanced climate and opportunities for entertaining clients and guests

Non-profits and fraternal groups:

- Enhanced overall environment for members and contributors

Cultural and art uses:

- Greater exposure and opportunities to attract visitors and benefactors

Residents

- Enhanced clean and safe “urban village” living

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YEAR 1 PROPOSED BUDGET SUMMARY

ACTIVITY	Yr 1	% TOTAL
1.0 Maintenance	\$164,603	31.2%
2.0 Public Safety	\$87,210	16.6%
3.0 Business Dev.	\$138,597	26.3%
4.0 Beautification	\$53,997	10.3%
5.0 Management	\$82,359	15.6%
TOTAL	\$526,767	100.0%

* Allocations of PBID revenues may be shifted annually by the Property Owner's Association Board between these major categories based on changing needs, program costs, demands and contract prices.

PBID Program Costs and Budget

In order to carry out the PBID programs outlined in the previous section, a first year budget of \$526,767 is projected. The five major program activities range from 10% to 31% of the total budget each. Since the renewed PBID is planned for a five year term, projected program costs for future years (Years 2-5) are set at the inception of the PBID. While future inflationary and other program cost increases are unknown at this point, a maximum increase of 5% per annum is incorporated into the projected program costs and assessment rates for the five year PBID term. Assessment increases are capped at a maximum of 5% per year based either on the C.P.I. for the Oxnard/Ventura area for all urban consumers or upon approval of the Property Owner's Association Board. Carryovers, if any, may be reapportioned the following year for related programs, services and improvements. Detailed annual budgets will be prepared by the Owner's Association Board for the City Council's review and approval. The projected Yr 1-5 budgets are shown below:

Projected 5 Year Budget (assume 5% max increase per year)

ACTIVITY	Yr 1	Yr 2	Yr 3	Yr 4	Yr 5	%
1.0 Maintenance	\$164,603	\$172,833	\$181,475	\$190,549	\$200,076	31.2%
2.0 Public Safety	\$87,210	\$91,571	\$96,150	\$100,957	\$106,005	16.6%
3.0 Business Dev.	\$138,597	\$145,527	\$152,803	\$160,443	\$168,465	26.3%
4.0 Beautification	\$53,997	\$56,697	\$59,532	\$62,509	\$65,634	10.3%
5.0 Management	\$82,359	\$86,477	\$90,801	\$95,341	\$100,108	15.6%
TOTAL	\$526,767	\$553,105	\$580,761	\$609,799	\$640,289	100.0%

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3.3 PBID ASSESSMENTS

Analysis of Basis and Method of Levying Assessments

The Oxnard Downtown PBID is a benefit assessment type district whereby district program costs are to be apportioned amongst benefiting properties based on the special benefit each property is expected to derive from the PBID programs. The method and basis of spreading program costs varies from one PBID to another based on local geographic conditions, types of programs and activities proposed, and size and development complexity of the PBID. Also, as required by Proposition 218, general benefits may not be incorporated into the assessment formula and levied on the PBID properties; only special benefits and costs may be considered. Furthermore, Proposition 218 no longer exempts government owned property from paying benefit assessments unless it is demonstrated by clear and convincing evidence that the property in fact receives no special benefit.

Based on the grid shape of the renewed PBID, as well as the nature of the proposed PBID program elements, it is determined that a single benefit zone exists in which all properties will gain special and proportionate degrees of benefit.

PBID assessment formulas typically relate to either property street frontage or parcel and building size which affect the amount of assessment to be paid. The formula may base assessments on a single factor or a combination of factors. Based on the program activities to be funded, which relate directly to the pedestrian oriented sidewalk areas, parcel size and current improvements, it is determined that the assessments be based in part on three property related elements: the amount of adjacent street/sidewalk frontage, the parcel size and the building area. A map of the PBID is shown on Appendix A attached hereto. Using the refined cumulative property related data totals, the base Year 1 assessment rates are set at \$350.80 plus 2.7615 cents per square foot of land area, plus 12.138 cents per square foot of building area (based on gross exterior building dimensions), plus \$4.0635 per linear foot of street frontage.

Due to projected reduced special benefits, a number of formula adjustment factors for certain land uses, parcel configurations and other circumstances are also incorporated into the proposed PBID formula as follows:

1. Residential uses, including condominiums, are set at a rate of \$55.16 per unit.
2. Institutional, non-profit and government owned/occupied parcels are not assessed for building area.
3. Parcels owned by 501(c)(3) religious non-profit entities and fully occupied as places of worship shall be exempt from PBID assessments. No PBID funded services nor improvements shall be provided adjacent to nor provide benefit to such exempt parcels.
4. Parcels owned by government entities that have historically not paid their PBID assessments shall be exempt from PBID assessments. No PBID funded services nor improvements shall be provided adjacent to nor provide any special benefit to such exempt parcels.
5. Mixed use zoned properties are assessed based on pro-rated land use ratios.

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PROPOSED OXNARD DOWNTOWN PBID

ASSESSMENT FORMULA

Assessment = Land Area Fee + Building Area Fee + Street Frontage Fee

- Land Area Fee = land area x land area rate (from chart below)
- Building Area Fee = building area x building area rate (from chart below)
- Street Frontage Fee = parcel street frontage x street frontage rate (from chart below)

YEAR 1 ASSESSMENT RATE CHART

<u>LAND AREA RATE</u>	<u>BLDG AREA RATE</u>	<u>STREET FRONTAGE RATE</u>
\$350.80 +2.7615¢/Sq Ft	12.138¢/Sq Ft	\$4.0635 Per Linear Foot

Notes and Adjustments:

1. Building area fees are based on gross exterior building area
2. Assessments for institutional, non-profit and government owned and occupied parcels are not assessed for bldg areas
3. Assessments for residential uses, including condominiums, are set at \$55.16 per unit
4. Parcels owned by 501(c)(3) religious non-profit entities and fully occupied as places of worship shall be exempt from PBID assessments.
5. Parcels owned by government entities that have historically not paid their PBID assessments shall be exempt from PBID assessments
6. Mixed use developments are assessed based on pro-rated ratios of land uses

SAMPLE CALCULATION:

A. 8,625 sq ft building on 9,000 sq ft lot with 75 LF of street frontage

Land = \$350.80 + 9,000 x 2.7615¢/Sq Ft = \$ 599.20

Bldg = 8,625 x 12.138¢/Sq Ft = \$1,046.90

Frontage = 75 LF x \$4.0635/Lin Ft = \$ 304.76

TOTAL YEAR 1 ASSESSMENT = \$1,951/yr

PER MONTH = \$ 163/mo

PER DAY = \$ 5.42/day

PER SQ FT OF BLDG PER MO = 1.9¢/sq ft bldg/mo

3.4 SPECIFIC ANNUAL ADJUSTMENTS

Since the PBID is planned for a five year term, maximum assessments for future years (Years 2-5) must be set at the inception of the PBID. While future inflationary and other program cost increases are unknown at this point, a maximum increase of 5% per annum is incorporated into the projected program costs and, in turn, the resultant assessment rates for the five year term of the PBID. Assessment increases are capped at a maximum of 5% per year based either on the C.P.I. for the Oxnard/Ventura area for all urban consumers or upon approval of the Property Owner's Association Board. These figures are shown in the table below. Assessment rates may not exceed those indicated below.

In addition, any annual budget surplus or deficit will be incorporated into the subsequent year's PBID budget. Within the constraints of the annual adjustment, annual assessments will be set to account for surpluses or deficits carried forward.

Five Year Maximum Assessment Rates

(Includes a 5% cap on annual increases)

Assessment Rates	Yr 1 Rate	Yr 2 Rate	Yr 3 Rate	Yr 4 Rate	Yr 5 Rate
Land Area Rate Part 1 +	\$350.80 +	\$368.34 +	\$386.76 +	\$406.09 +	\$426.40 +
Land Area Rate Part 2 (\$/SF)	\$0.027615	\$0.028996	\$0.030446	\$0.031968	\$0.033566
Building Area Rate (\$/SF)	\$0.121380	\$0.127449	\$0.133821	\$0.140513	\$0.147538
Street Frontage Rate (\$/LF)	\$4.063500	\$4.266675	\$4.480009	\$4.704009	\$4.939210
Residential Rate (\$/Unit)	\$52.53	\$55.16	\$57.91	\$60.81	\$63.85

3.5 PBID GOVERNANCE

The governance or management of a PBID typically requires an "Owner's Association" to carry out the District services and activities. State PBID Law (36600 Streets & Highways Code) also requires that the Owner's Association carry out specific additional functions. This includes preparation of an Annual Report to the City Council on the PBID activities for the past fiscal year and those proposed for the next fiscal year. The Owner's Association may also recommend to the City Council from time to time, changes to the PBID boundaries, benefit zones, assessment formula or PBID programs and activities, all subject to public notification and, in some cases petition/balloting requirements.

Meetings of the Owner's Association and it's standing Committees shall be subject to the State of California "Brown Act" open meeting law.

It is proposed that the Oxnard Downtown Management District Inc (ODMD), under contract with the City of Oxnard, continue to be responsible for the ongoing day-to-day management and administration of the Oxnard Downtown PBID. Incorporated in the early 2000's, ODMD is a non-profit corporation formed by business and professional firms and property owners located within Downtown Oxnard. Upon renewal of the PBID, it is proposed that the City Council and ODMD will execute a contract for the continued performance and delivery of the stipulated PBID programs and services authorized by the Management Plan.

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3.6 PBID SPECIAL RULES AND REGULATIONS

Special rules and regulations may be adopted by the Owner's Association from time to time, as deemed appropriate and necessary.

4.0 TIME AND MANNER FOR COLLECTING ASSESSMENTS

As provided by statute, the Oxnard Downtown PBID assessments may either be collected directly by the City or by the County of Ventura in the same manner as annual property taxes are collected and will appear as a separate line item on the property tax statement prepared by and issued by the County. It is intended that the City and ODMD Inc will enter into an agreement under which the City will remit the assessment revenues to the Association for implementation of the Management Plan. Existing laws and policies addressing enforcement and/or appeal of property taxes shall also apply to PBID assessments.

5.0 PBID DURATION

Pursuant to State PBID law, the Oxnard Downtown PBID will have a five year operating duration extending from January 2014 through the end of December 2018. (Property tax billing from December 2013 through April 2018). Any continuation of the PBID after the renewed five year period will require compliance with all regulations and statutes in place at the time relative to establishment of a property and business improvement district. At present, this would require preparation of a new management plan, circulation of a new majority petition, a Prop 218 balloting and a public hearing and noticing process.

6.0 BONDS

There will be no bonds sold in conjunction with the renewed District to generate any of the projected revenues.

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7.0 PBID RENEWAL TIMELINE

The renewed PBID is expected to begin operation by January 2015. In order to meet this goal, the following procedural timeline is proposed:

<u>Date</u>	<u>Action/Task</u>
Oct-Dec '13	• Develop a PBID Management Plan
Dec '13-May '14	• Strategize support campaign/ meetings etc.
Dec '13	• Initiate petition drive
Dec '13-May '14	• Collect petitions signed by property owners
May '14	• Submit majority support petitions to City along with final Management Plan
May '14	• City Council adopts res. of intention to renew the PBID
May '14	• City sends notice of PBID public hearing and a ballot to property owners within District
July '14	• City Council conducts hearing (ballots due by this date)
July '14	• Providing no majority ballot protest is filed or found at the hearing, Council approves resolution renewing District
Aug '14	• Assessment roll submitted to Assessors/Record Map and Notice
Aug-Dec '14	• ODMD plans District renewal
Dec 14/ Apr 15(due)	• Assessments billed and collected by County
1st Qtr '15	• Revenues remitted to ODMD per contract with City
(5 yrs)	• ODMD carries out PBID programs and services

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APPENDIX B

Year 1 Assessment Roll

APN	2014-15 PBID ASSMT
2010113110	\$3,524.03
2010160010	\$626.95
2010160020	\$593.34
2010160030	\$1,667.87
2010160040	\$443.67
2010160050	\$820.66
2010160060	\$413.13
2010160070	\$697.97
2010160080	\$646.88
2010160090	\$624.69
2010160100	\$705.86
2010160110	\$873.17
2010160120	\$733.47
2010160130	\$1,205.31
2010160150	\$667.16
2010160160	\$2,011.17
2010160170	\$1,419.27
2010160180	\$1,613.20
2010160190	\$924.75
2010160200	\$1,791.53
2010160220	\$1,039.87
2010160230	\$477.08
2010160240	\$870.57
2010160250	\$1,041.65
2010160260	\$2,009.43
2010211010	\$1,804.88
2010211040	\$441.02
2010211110	\$806.17
2010211120	\$684.59
2010211130	\$517.70
2010211140	\$517.70
2010211155	\$517.70
2010211170	\$1,716.43
2010211180	\$1,255.08
2010211190	\$1,458.63
2010211200	\$1,492.10
2010211210	\$1,496.39
2010211225	\$414.15
2010211230	\$617.32
2010211300	\$531.26
2010211360	\$1,062.24
2010211380	\$1,254.22

2010212010	\$1,427.87
2010212020	\$1,232.54
2010212030	\$1,226.47
2010212060	\$1,165.78
2010212070	\$1,310.52
2010212140	\$1,214.33
2010212150	\$2,770.66
2010212165	\$1,502.87
2010212170	\$1,542.32
2010212180	\$913.18
2010212190	\$945.52
2010212200	\$692.94
2010212230	\$1,105.09
2010212260	\$1,678.34
2010212270	\$1,323.84
2010213010	\$1,099.62
2010213020	\$667.24
2010213030	\$826.25
2010213075	\$515.52
2010213080	\$1,119.99
2010213090	\$1,176.75
2010213100	\$607.20
2010213110	\$220.64
2010213120	\$55.16
2010213130	\$1,022.18
2010213140	\$533.35
2010213150	\$500.54
2010213160	\$2,329.43
2010214010	\$750.04
2010214020	\$2,923.70
2010214030	\$2,043.08
2010214040	\$2,568.54
2010271030	\$607.20
2010271040	\$573.20
2010271060	\$623.01
2010271070	\$803.88
2010271080	\$1,131.02
2010271090	\$555.94
2010271100	\$761.09
2010271110	\$761.09
2010271160	\$220.64
2010271170	\$1,304.78
2010271180	\$2,632.17
2010272010	\$1,047.36

2010272020	\$569.75
2010272030	\$569.75
2010272040	\$55.16
2010272050	\$788.70
2010272060	\$1,592.11
2010272070	\$747.28
2010272080	\$747.28
2010272090	\$945.52
2010272100	\$1,536.25
2010272110	\$877.62
2010272120	\$1,205.25
2010272140	\$555.94
2010272150	\$1,597.41
2010272160	\$747.12
2010272170	\$761.09
2010272180	\$1,317.19
2010272190	\$55.16
2010272200	\$521.43
2010272210	\$419.84
2010272220	\$1,121.44
2010272230	\$1,625.71
2010360110	\$1,563.09
2020081010	\$1,316.17
2020081020	\$747.28
2020081100	\$1,114.73
2020081160	\$747.28
2020081170	\$1,316.17
2020081180	\$761.09
2020081190	\$761.09
2020081200	\$761.09
2020081210	\$761.09
2020081220	\$761.09
2020081230	\$1,329.98
2020081240	\$566.04
2020081250	\$761.09
2020081260	\$761.09
2020081270	\$761.09
2020081280	\$761.09
2020081290	\$761.09
2020083030	\$1,223.09
2020083040	\$55.16
2020083050	\$1,479.23
2020083060	\$1,067.87
2020083070	\$1,269.99

ATTACHMENT

3

DOWNTOWN OXNARD MANAGEMENT DISTRICT PLAN

2020083210	\$2,111.00
2020083220	\$811.33
2020085030	\$746.28
2020085040	\$802.99
2020085050	\$3,263.94
2020085190	\$751.13
2020085200	\$1,815.22
2020091100	\$747.28
2020091370	\$1,712.65
2020091380	\$940.95
2020091390	\$11,160.58
2020091400	\$3,487.31
2020092030	\$428.12
2020092040	\$669.96
2020092050	\$1,148.44
2020092060	\$1,171.38
2020092070	\$2,165.83
2020092120	\$747.28
2020092130	\$1,209.25
2020092140	\$2,044.45
2020092170	\$5,629.69
2020092180	\$1,932.73
2020092190	\$2,688.23
2020094010	\$1,851.06
2020094020	\$1,085.53
2020094035	\$2,344.62
2020094040	\$1,859.10
2020094050	\$1,129.23
2020094060	\$1,347.71
2020094080	\$1,834.31
2020094140	\$1,216.23
2020094155	\$367.37
2020094160	\$367.37
2020094170	\$730.71
2020094185	\$704.27
2020094195	\$1,359.18
2020094205	\$383.94
2020094215	\$1,679.51
2020094225	\$383.94
2020094235	\$1,110.62
2020094240	\$1,504.98
2020095075	\$747.28
2020095085	\$747.28
2020095090	\$1,305.63
2020095100	\$1,202.46
2020095110	\$747.28
2020095120	\$3,917.59
2020095140	\$2,466.89
2020095150	\$1,492.10
2020095160	\$1,492.10
2020096035	\$1,391.72

2020096040	\$0.00
2020096050	\$1,551.95
2020096060	\$1,240.90
2020096070	\$1,354.18
2020096080	\$2,892.22
2020096095	\$940.98
2020096105	\$2,373.69
2020096110	\$1,208.99
2020096125	\$697.53
2020101130	\$1,507.90
2020101190	\$629.17
2020101205	\$490.30
2020101215	\$1,723.46
2020101225	\$362.54
2020101235	\$516.59
2020101255	\$441.12
2020101270	\$363.92
2020101290	\$399.13
2020101310	\$363.92
2020101330	\$363.92
2020101355	\$363.92
2020101360	\$359.42
2020101370	\$372.20
2020101405	\$404.31
2020101415	\$3,548.56
2020101420	\$1,208.20
2020101435	\$374.27
2020101445	\$2,047.00
2020102010	\$4,654.72
2020103025	\$705.86
2020103090	\$705.86
2020103100	\$2,008.89
2020103115	\$442.82
2020103120	\$1,808.70
2020103130	\$771.09
2020103145	\$692.05
2020103175	\$357.98
2020103185	\$522.28
2020103195	\$2,032.61
2020103205	\$592.24
2020103210	\$1,066.32
2020103225	\$374.27
2020103235	\$458.70
2020103245	\$2,243.59
2020104015	\$3,434.65
2020104165	\$2,506.63
2020104395	\$7,987.85
2020104405	\$1,066.95
2020104415	\$2,185.20
2020104425	\$1,875.63
2020104435	\$3,119.47

2020105100	\$6,478.81
2020105120	\$549.04
2020105170	\$449.27
2020105180	\$2,010.88
2020105195	\$359.08
2020105205	\$540.76
2020105210	\$359.08
2020105220	\$540.76
2020105235	\$375.65
2020105245	\$920.67
2020105260	\$432.70
2020105275	\$0.00
2020105295	\$2,523.08
2020105305	\$587.70
2020105325	\$2,394.79
2020105335	\$2,103.73
2020106015	\$1,162.19
2020106035	\$535.23
2020106065	\$740.38
2020106120	\$940.49
2020106130	\$1,555.67
2020106140	\$3,404.93
2020106245	\$588.53
2020106250	\$797.74
2020106265	\$426.90
2020106275	\$635.20
2020106285	\$383.94
2020106295	\$615.90
2020106310	\$401.47
2020106320	\$504.52
2020106355	\$1,843.77
2020106370	\$943.53
2020106380	\$943.64
2020106390	\$928.49
2020106400	\$1,956.93
2020106410	\$2,319.80
2020107050	\$532.37
2020107060	\$545.59
2020107070	\$545.59
2020107080	\$2,132.05
2020107100	\$906.13
2020107110	\$1,951.00
2020107120	\$535.23
2020107135	\$1,207.29
2020107160	\$1,153.50
2020107170	\$1,367.53
2020107195	\$506.63
2020107205	\$389.03
2020107215	\$387.69
2020107225	\$494.66
2020107235	\$2,788.84

DOWNTOWN OXNARD MANAGEMENT DISTRICT PLAN

2020107240	\$2,853.62
2020107250	\$1,452.90
2020131030	\$791.80
2020131040	\$1,545.96
2020131050	\$1,643.46
2020131060	\$1,510.42
2020131070	\$1,811.43
2020131170	\$1,092.30
2020131190	\$357.45
2020131220	\$568.57
2020131230	\$1,227.44
2020133010	\$1,316.17
2020133020	\$899.01
2020133030	\$747.28
2020133040	\$747.28
2020133050	\$55.16
2020133060	\$747.28
2020133210	\$3,116.05
2020135025	\$1,213.52
2020135035	\$5,672.73
2020141050	\$0.00
2020141060	\$913.18
2020141070	\$549.04
2020141080	\$1,062.87
2020141090	\$1,062.87
2020141100	\$55.16
2020141110	\$1,712.65
2020141155	\$55.16
2020141165	\$55.16
2020141175	\$55.16
2020141185	\$55.16
2020141195	\$55.16
2020141205	\$55.16
2020141215	\$55.16
2020141225	\$55.16
2020141235	\$55.16
2020141245	\$55.16
2020141255	\$55.16
2020141265	\$55.16
2020141275	\$55.16
2020141285	\$55.16
2020141295	\$55.16
2020141305	\$55.16
2020141315	\$55.16
2020141325	\$55.16
2020141335	\$55.16
2020141345	\$55.16
2020141355	\$55.16
2020141365	\$55.16
2020141375	\$55.16
2020141385	\$55.16

2020141395	\$55.16
2020141405	\$55.16
2020141415	\$55.16
2020141425	\$55.16
2020142160	\$5,791.80
2020143015	\$2,989.57
2020143025	\$1,348.96
2020143030	\$900.22
2020143040	\$776.63
2020143050	\$549.04
2020143140	\$3,496.07
2020143230	\$1,689.97
2020143240	\$1,496.60
2020143250	\$1,116.73
2020144170	\$840.79
2020144180	\$982.45
2020144190	\$1,034.67
2020144200	\$904.56
2020144210	\$954.57
2020144220	\$494.90
2020144230	\$1,574.59
2020144240	\$494.60
2020144250	\$1,144.88
2020144260	\$837.78
2020144270	\$928.01
2020144280	\$842.53
2020144290	\$753.85
2020144300	\$867.24
2020145010	\$3,071.49
2020145030	\$1,080.22
2020145050	\$1,588.46
2020145060	\$1,043.02
2020145100	\$0.00
2020145110	\$1,475.56
2020145120	\$747.28
2020145130	\$1,378.46
2020145140	\$1,316.17
2020145190	\$747.28
2020145200	\$719.67
2020145210	\$628.28
2020145220	\$4,218.05
2020145230	\$1,059.80
2020145240	\$1,173.66
2020146010	\$1,711.02
2020146020	\$990.41
2020146030	\$929.72
2020146040	\$656.61
2020146050	\$838.68
2020146070	\$1,182.49
2020146080	\$686.96
2020146090	\$535.23

2020146100	\$899.37
2020146110	\$535.23
2020146120	\$535.23
2020146130	\$777.99
2020146140	\$2,434.98
2020146150	\$1,265.13
2020146180	\$2,017.99
2020146190	\$535.23
2020146200	\$535.23
2020146210	\$535.23
2020146220	\$4,331.30
2020182020	\$7,349.69
2020182030	\$2,355.30
2020183010	\$1,113.26
2020183020	\$962.43
2020183030	\$1,241.97
2020183040	\$3,032.71
2020183070	\$549.04
2020183090	\$1,232.80
2020183100	\$747.28
2020183110	\$747.28
2020183120	\$1,316.17
2020183130	\$731.90
2020183140	\$547.99
2020183150	\$1,802.74
2020183160	\$747.28
2020183170	\$1,111.42
2020191340	\$3,493.80
2020191350	\$0.00
2020191375	\$3,881.63
2020191385	\$0.00
2020191395	\$2,946.90
2020191405	\$0.00
2020191420	\$1,659.44
2020191430	\$0.00
2020192010	\$2,085.95
2020192020	\$4,614.15
2020192050	\$6,203.92
2020192110	\$2,643.69
2020192130	\$945.52
2020192140	\$3,019.41
2020192155	\$4,820.28
2020192165	\$1,502.81
2020360015	\$55.16
2020360025	\$55.16
2020360035	\$55.16
2020360045	\$55.16
2020360055	\$55.16
2020360065	\$55.16
2020360075	\$55.16
2020360085	\$55.16

DOWNTOWN OXNARD MANAGEMENT DISTRICT PLAN

2020360095	\$55.16
2020360105	\$55.16
2020360115	\$55.16
2020360125	\$55.16
2020360135	\$55.16
2020360145	\$55.16
2020360155	\$55.16
2020360165	\$55.16
2020360175	\$55.16
2020360185	\$55.16
2020360195	\$55.16
2020360205	\$55.16
2020360215	\$55.16
2020360225	\$55.16
2020360235	\$55.16
2020360245	\$55.16
2020360255	\$55.16
2020360265	\$55.16
2020360275	\$55.16
2020360285	\$55.16
2020360295	\$55.16
2020360305	\$55.16
2020360315	\$55.16
2020360325	\$55.16
2020360335	\$55.16
2020360345	\$55.16
2020360355	\$55.16
2020360365	\$55.16
2020360375	\$55.16
2020360385	\$55.16
2020360395	\$55.16
2020360405	\$55.16
2020360415	\$55.16
2020360425	\$55.16

2020360435	\$55.16
2020360445	\$55.16
2020360455	\$55.16
2020360465	\$55.16
2020360475	\$55.16
2020360485	\$55.16
2020360495	\$55.16
2020360505	\$55.16
2020360515	\$55.16
2020360525	\$55.16
2020360535	\$55.16
2020360545	\$55.16
2020360555	\$55.16
2020360565	\$55.16
2020360575	\$55.16
2020360585	\$55.16
2020360595	\$55.16
2020360605	\$55.16
2020360615	\$55.16
2020360625	\$55.16
2020360635	\$55.16
2020360645	\$55.16
2020360655	\$55.16
2020360665	\$55.16
2020360675	\$55.16
2020360685	\$55.16
2020360695	\$55.16
2020360705	\$55.16
2020360715	\$55.16
2020360725	\$55.16
2020360735	\$55.16
2020360745	\$55.16
2020360755	\$55.16
2020360765	\$55.16

2020360775	\$55.16
2020360785	\$55.16
2020360795	\$55.16
2020360805	\$55.16
2020360815	\$55.16
2020360825	\$55.16
2020360835	\$55.16
2020360845	\$55.16
2020360855	\$55.16
2020360865	\$55.16
2020360875	\$55.16
2020360885	\$55.16
2020360895	\$55.16
2020360905	\$55.16
2020360915	\$55.16
2020360925	\$55.16
2020360935	\$55.16
2020360945	\$55.16
2020360955	\$55.16
2020380015	\$55.16
2020380025	\$55.16
2020380035	\$55.16
2020380045	\$55.16
2020380055	\$55.16
2020380065	\$55.16
2020380075	\$55.16
2020380085	\$55.16
2020380095	\$55.16
2020380105	\$55.16
2020380115	\$55.16
2020380125	\$55.16



Board of Directors 2013-2014
The PBID is governed by a volunteer Board comprised of property owners and merchants.

Executive Committee

Michelle Kerney, Chair
La Dolce Vita Restaurant

David Overduin, Vice Chair
Alert Management Company

Carlos Rodriguez, Secretary
La Central Bakery, Property Owner

Oswaldo Lopez, Treasurer
Casa Lopez, Property Owner

Kim Recharte, Member-at-Large
Gold Coast Insurance, Property Owner

Directors

Tom Berra, Property Owner

Juan Bernal, Property Owner

Lawrence Lopez, Property Owner

Mason Realty Services

Gustavo Macias

Councilwoman Dorina Padilla

City of Oxnard

Michael Sanchez

Coastal Architects

Nemo Sponcello

Oxnard Theater Group, Property Owner

Advisory Board

Kymberly Horner

City of Oxnard Community Development/

Successor Agency

Nancy Lindholm

Oxnard Chamber of Commerce

Senior Officer Jeff McGreevy

Oxnard Police Department, Beat 23 Coordinator

Pablo Ortiz

Wilson Neighborhood Representative

Susan Smith

Oxnard Convention & Visitors Bureau

Staff

Abel Ramirez Magaña

Executive Director

Elizabeth E. Wolle-Campos

Program Coordinator

District Offices

230 West 7th Street, Suite B

Oxnard, CA 93030

805.385.2705 / 805.385.2707 Fax

District Safety 805.315.7660

Clean Team 805.890.3984

www.DowntownOxnard.org

Regular office hours: M-F 8:30 a.m. - 5:30 p.m.

What is the value of your investment?

Compare PBID cost & benefits to Common Area Maintenance (CAM) fees at one commercial center for a similar 1,600 square foot space in Downtown. CAM fees at The Collection at River Park were verified at \$.87 per square foot. The following chart illustrates respective annual costs along with the services provided:

	The Collection	Downtown PBID
Annual CAM/Assessment	\$16,944	\$746
Exterior Cleaning	YES	YES
Security	YES	YES
Marketing	NO	YES
Special Events	NO	YES
Advocacy	NO	YES

BOTTOM LINE: The PBID delivers a high level of service at a low cost.

"If it wasn't for the ODMD, this Downtown would not exist the way it is right now. We need all the help we can get. ODMD always has their doors open for any questions that we have."

~ Julio Cevalos

Owner, Salud Mas Vida

What if I say "no" to renewal?

NO 24/7 patrol of crime & suspicious activity.

NO daily litter and graffiti removal.

NO cleaning of sidewalks.

NO website, social media, email newsletter.

NO advertising, PR, or branded events.

NO holiday decorations & lights.

NO banners and sidewalk planters.

NO representation at City Hall.

NO business attraction & retention programs.

BOTTOM LINE: If you don't invest, will anyone else?

Not only is the City unlikely to replace these valuable services, but potential developers and investors are less likely to build in neglected areas. Existing tenants may even request rent reductions and more services from you. What will be your response?

Sign your petition & say "YES" to Renewal

Renewal Times

OXNARD
DOWNTOWN
MANAGEMENT DISTRICT

Renew the Property-based Business Improvement District



But all the gains could be erased if the PBID ends. Recent even threaten to roll back the progress achieved.

The Redevelopment Agency, which helped fund capital improvements Downtown is no more, shut down by the State in 2012. An the City may not be in a position to fill the void with its current challenges. Meanwhile, competition from newer commercial centers such as The Collection at River Park remains intense.

Continuing the PBID is the best way to maintain and promote Downtown to attract more customers and investors.

"Downtown has been cleaned up. It's so much nicer and welcoming than years ago. You've done so much and help me find good tenants."

~ Carmen Davenport

C Street Property owner,
formerly Oxnard Bike Shop, 25-years

Steps to continue your PBID benefits:

1. Review your benefits outlined in this brochure
2. See your PBID assessment (enclosed)
3. Contact us immediately with any questions
4. Sign & return the enclosed petition
5. Vote "YES" on the ballot you will receive in late May 2014

Questions? Contact us at 805-385-2705



Who we are

The Oxnard Downtown Management District (ODMD) is a non-profit association dedicated to making Downtown economically and culturally vibrant by providing special benefits such as maintenance, safety, streetscape beautification, marketing, and business advocacy.

"Special Benefits" are services above and beyond what the City baseline services can provide. They are exclusive to members owning properties within the district boundaries. See the next page for the details and impacts of these programs.

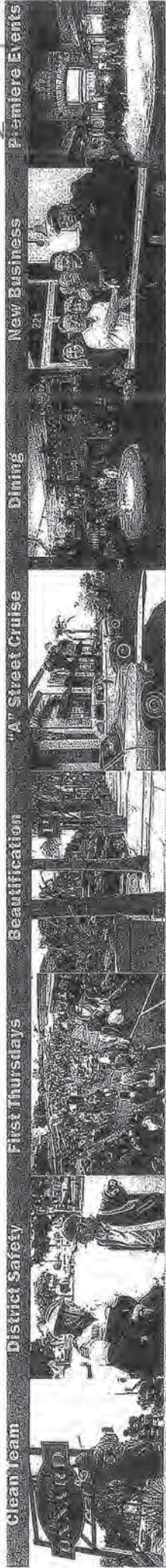
Funding for ODMD comes primarily from a Property-based Business Improvement District (PBID) encompassing approximately 34 city blocks (see map on pg. 3).

Services of the ODMD are administered by professional staff guided by a volunteer Board of Directors comprised of Downtown property owners and merchants elected at large.

Formed in 2001, the ODMD is a proven public-private partnership that has produced a clean, safe and vibrant Downtown.

ODMD's current term ends on December 31, 2014. State law requires that the district must be reaffirmed by its property owners through a petition and ballot process.
The time to renew is now.

More than ever, Downtown needs a PBID
Downtown has experienced a remarkable transformation in the 12 years of the PBID. Gone is the blighted, dangerous area avoided by residents and tourists. In its place is an active business and cultural center - a revitalized "Heart of the City."



Clean Team District Safety First Thursdays Beautification A Street Cruise Dining New Business Premiere Events

Annual Accomplishments & Goals

Cleaning & Maintenance

- 127,000 gallons of litter collected
- 23,438 linear feet of sidewalk pressure-washed
- 10,173 block faces swept
- 954 cases of graffiti abated
- 911 suckers & posters removed
- Removed 124 large items dumped (sofas, mattresses, etc.)
- 617 fallen palm fronds picked up
- 871 abandoned shopping carts removed
- 15,000 wipe-downs of benches, trash cans, utility boxes

Public Safety

- 3,857 total incidents
- 1,956 hours of bike and truck patrols
- 1,000 incidents of loitering, trespassing, & suspicious activity
- 450 transient sleeping, public urination violations
- 288 liquor law violations
- 104 "street light out" reported and fixed
- Partnered with social service providers, Oxnard Homeless Commission, and police to reduce transient issues
- 797 instances providing visitor assistance/directions
- 72 merchant/employee safety escorts
- 241 graffiti reports

Streetscape Beautification

- 88 street lamp poles decorated with banners
- 100+ street lamp poles decorated and lit for holidays
- Over 500 hours maintenance for 162 sidewalk planters including planning, pruning, watering pest control, weeding, trash removal and vandalism repair
- Maintained 13 hanging flower baskets in Plaza Park

Business Development & Advocacy

- Developed business recruitment package
- 4.3% vacancy rate vs. national average 10.4%
- Resolved parking issues
- Partnered with Cal State Channel University Islands on management consulting to merchants
- Hosted quarterly merchant mixers & networking
- Facilitated business permitting
- Represented Downtown Interests at City Council, Downtown Improvement Task Force, Design Review, Oxnard Tourism Bureau, Chamber of Commerce, and Planning Commission
- Successfully lobbied for additional security resources to address rising transient issues
- Provided referrals to business resource partners

Marketing & Promotions

- Over 100,000 seasonal event calendars, dining guides & shopping guides printed and distributed
- 20,000 monthly visits to DowntownOxnard.org
- 2,700 Facebook fans, 2,500 Twitter followers
- 19,800 "foodie" guests attended 1st Thursday's events
- 3,000+ attendees to Cruisin' A Street Car Show
- Cooperative print & broadcast ad campaigns
- 600 average weekly visitors to Certified Farmers' Market
- Thousands of dollars value in positive media coverage from ODMD press release efforts
- 7.14 paid guests on profitable Holly Trolley Tours
- Launched "CP Live!" at Centennial Plaza showcasing live outdoor entertainment and movie premiere events
- Produced Halloween & Dia de los Muertos events
- Supported Salsa Festival bringing 40,000 visitors to area

"The ODMD is my first ally to address security or any issues affecting my business."

- Carlos P. Rodriguez
President, Property Owner
La Central Bakery, est. 1948

Strategic Priorities

What's next?

ODMD is focusing on the following specific strategic initiatives over the next 18 months:

- Ambient tree lighting along 4th & 5th Street corridors
- "Gateway Welcome" mural on 3rd Street bridge
- Leadership role in \$250,000 Oxnard Boulevard planning grant
- Additional trash & recycling receptacles
- Visitor information kiosks
- Historic-themed district wide banners
- Vacant storefront promotional displays
- Street planter expansion to west side of C Street
- Parking & traffic flow improvements
- Reconfigure wayfinding signage
- Streamlined permitting
- Lower fees for re-painting signs and outdoor dining
- Advocate for beneficial commercial and residential development.

ODMD Management Plan Summary

How much will I pay?

Here's a sample 2015 assessment for a 2,000 sq ft building:

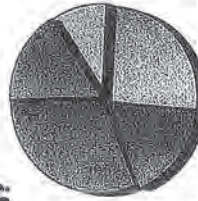
Parcel Fee:	1 x \$350.80 =	\$350.80
Land Area Fee:	3,500 sq ft x \$0.0276/sf =	\$242.76
Building Area Fee:	2,000 sq ft x \$0.1214/sf =	\$96.85
Street Frontage Fee:	25 LF x \$4.0635/LF =	\$101.59
Total Annual Assessment:		\$791.80

This breaks down to \$65/month or \$2.17/day

Where will my money go?

Maintenance - 31% (\$164,803)
Public Safety - 17% (\$87,210)
Business Development - 26% (\$136,597)
Beautification - 10% (\$53,987)
Management & Admin 16% (\$82,359)

Proposed 2015 total budget: \$225,767



OXNARD DOWNTOWN Management District



Download the complete ODMD Management Plan at:

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 *J.C.*

Agenda Item No. K-2

Reviewed By: City Manager *J.P.B.*

City Attorney *S.M.F.*

Finance *J.C.*

Other (Specify) _____

DATE: April 24, 2014

TO: City Council

FROM: James Cameron, Chief Financial Officer
Finance Department

James Cameron

SUBJECT: Monthly Budget Status Report – March 31, 2014

RECOMMENDATION

That City Council receive the monthly City of Oxnard Budget Status Report as of March 31, 2014.

DISCUSSION

The monthly budget status report includes both governmental and Enterprise Funds. Revenues and expenditures are reported on an accrual basis. As a result certain revenues will appear to be low because the first several months have been accrued to the prior fiscal year. While the attached tables include all funds grouped by type, the focus of this report is on the General Fund and Utility Funds as they make up over 60% of the total budget.

The FY 2013-14 Budget is based on continued moderate economic growth during the fiscal year. The following charts compare actual revenues and expenditures against the budget estimate for nine months of the fiscal year allowing for accruals and against prior year amounts through March. An increase in revenues is a positive trend, while an increase in expenditures is negative.

General Fund Revenues

March Compared to:	Budget	Prior Year
Property Tax	➡ 0%	⬆ 1%
Sales Tax	⬇ -1%	⬆ 5%
Other	⬆ 1%	⬆ 11%
Total	➡ 0%	⬆ 6%

Compared to the prior year, General Fund revenues are up 6%; however, because much of this increase was built into the budget, on a budget basis, revenues are not expected to grow overall. Sales taxes are lower than budget primarily due to a one-time reallocation to another City by the board of Equalization.

General Fund Expenditures

March Compared to:	Budget	Prior Year
Public Safety	➡ 0%	⬆ 3%
Culture & Recreation	⬇ -1%	⬆ 2%
Other	⬇ -1%	⬇ -9%
Total	➡ 0%	⬆ <1%

General Fund expenditures are slightly higher than the prior year primarily due to salary increases provided for in labor agreements. These increases were included in budgets and expenditures are in line with expectations due to the lag time in replacing staff that have left the City.

Utility revenues reflect the full year impact of approved rate increases as well as pass through costs in Water for purchased water. Because rate increases were built into the budget, the overall increase in utility revenues on a budget basis is lower than the increase compared to last year. Expenditure increases compared to the prior year include the impact of labor agreements as well as the higher cost of water purchases and increased expenses to address deferred maintenance, particularly in wastewater. On a budget basis, utility expenditures are lower than planned.

Utility Fund Operating Revenues*

March Compared to:	Budget	Prior Year
Water	⬆ 10%	⬆ 9%
Wastewater	⬇ -9%	⬇ -7%
Environmental Resources	➡ 0%	⬆ 5%
Total	⬆ 2%	⬆ 4%

* Excludes one-time connection fees and interest earnings.

Utility Fund Operating Expenditures**

March Compared to:	Budget	Prior Year
Water	→ 0%	↑ 1%
Wastewater	↓ -2%	↑ 3%
Environmental Resources	↓ -4%	→ 0%
Total	↓ -2%	↑ 1%

** Excludes capital expenditures and interest expense.

At the end of March, City accounts had cash balances totaling \$133 million as shown below. The Community Development Commission Successor Agency had an additional \$2 million.

General Fund	\$ 3.9
Measure O	16.8
Grants	(4.0)
Other Governmental	42.7
Water	
Operating	28.6
Other	9.1
Wastewater	
Operating	10.3
Other	3.3
Environmental Resources	8.5
PACC	(1.7)
Golf	(2.0)
HAS	5.0
Other (ISF)	12.9
Total	<u>\$ 133.4</u>
CDCSA	\$ 2.3

Monthly Budget Status Report – March 31, 2014
May 6, 2014
Page 4

Because most Grants are on a reimbursement basis, they typically carry a negative balance until payment is made. The PACC and Golf funds also carry negative cash balances.

FINANCIAL IMPACT

The recommended action to receive the Monthly Budget Status Report as of March 31, 2014 has no direct financial impact.

Attachment #1 - City of Oxnard Monthly Budget Status Report as of March 31, 2014

**City of Oxnard
Monthly Budget Status Report
As of March 31, 2014**

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**City of Oxnard
Budget Status Report
as of March 31, 2014
General Fund
(Unaudited)**

	<u>Original Budget</u>	<u>Revised Budget</u>	<u>Actual Amounts</u>
OPERATING REVENUES AND EXPENDITURES			
Operating Revenues			
Taxes:			
Property Taxes	\$ 26,861,000	\$ 26,861,000	\$ 14,843,834 a
Property Tax in-lieu of Vehicle License Fee	14,755,000	14,755,000	7,366,998
Sales Tax	26,751,000	26,751,000	14,217,735 b
Other Taxes and Fees	12,977,000	12,977,000	7,990,370 c
Licenses and Permits	1,967,000	1,967,000	1,738,725
Intergovernmental	12,939,000	12,939,000	9,306,179 c
Charges for Services	8,489,000	8,489,000	5,889,450
Fines and Forfeitures	591,000	591,000	250,053 c
Investment Earnings	103,000	103,000	95,218
Miscellaneous	2,976,000	3,051,000	3,538,106
Total Operating Revenues	\$ 108,409,000	\$ 108,484,000	\$ 65,236,668
Operating Expenditures			
General Government	10,644,903	10,651,803	6,570,827
Public Safety	64,738,295	64,687,295	45,854,399
Transportation	2,343,658	2,343,658	1,675,747
Community Development	8,903,327	8,957,904	6,513,294
Culture and Recreation	15,721,355	15,732,878	11,425,605
Total Operating Expenditures	\$ 102,351,538	\$ 102,373,538	\$ 72,039,872
NET REVENUES FROM OPERATIONS	\$ 6,057,462	\$ 6,110,462	\$ (6,803,204)

Notes:

- a Current year receipts reduced for year-end accrual of \$582,616.
- b Current year receipts reduced for year-end accrual of \$4,568,261 to prior year.
- c Actual amounts reflect accrual reversals for receipts recognized in the prior year in the amount of \$1,492,657.

**City of Oxnard
Budget Status Report
as of March 31, 2014
General Fund
(Unaudited)**

	<u>Original Budget</u>	<u>Revised Budget</u>	<u>Actual Amounts</u>
NON-OPERATING SOURCES AND USES			
Non-operating Sources			
Transfers in	\$ 37,000	\$ 37,000	\$ 37,000
Sub-total Non-operating Sources	<u>37,000</u>	<u>37,000</u>	<u>37,000</u>
Non-operating Uses			
Capital outlay	75,000	216,000	299,736
Transfers out	<u>6,019,462</u>	<u>5,931,462</u>	<u>699,990</u> ^d
Sub-total Non-operating Uses	<u>6,094,462</u>	<u>6,147,462</u>	<u>999,726</u>
NET NON-OPERATING SOURCES AND USES	\$ (6,057,462)	\$ (6,110,462)	\$ (962,726)
USE OF FUND BALANCE			
Use of Reserve for Encumbrances	-	-	-
From Available Fund Balance	<u>-</u>	<u>-</u>	<u>7,765,930</u> ^e
TOTAL USE OF FUND BALANCE	\$ -	\$ -	\$ 7,765,930
FISCAL YEAR BALANCE	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>

Notes:

- d Transfers out are internal payments to other funds made at the time obligations are due in the target fund.
e Temporary use of fund balance, including Measure O, due to lag in property taxes and accruals.

**City of Oxnard
Budget Status Report
as of March 31, 2014
Measure O 1/2 Cent Sales Tax
(Unaudited)**

	<u>Original Budget</u>	<u>Revised Budget</u>	<u>Actual Amounts</u>
OPERATING REVENUES AND EXPENDITURES			
Operating Revenues			
Taxes	\$ 11,000,000	\$ 11,000,000	\$ 8,155,988 a
Investment Earnings	90,000	90,000	104,445
Other	-	-	37,708
Total Operating Revenues	\$ 11,090,000	\$ 11,090,000	\$ 8,298,141
Operating Expenditures			
General Government	50,000	161,449	46,511
Public Safety	3,002,642	4,637,700	2,548,701
Transportation	900,000	1,137,568	479,145
Community Development	420,000	470,000	316,385
Culture and Recreation	1,299,000	1,462,250	1,104,923
Total Operating Expenditures	\$ 5,671,642	\$ 7,868,967	\$ 4,495,665
NET REVENUES FROM OPERATIONS	\$ 5,418,358	\$ 3,221,033	\$ 3,802,476
NON-OPERATING SOURCES AND USES			
Non-operating Sources			
Bond Proceeds	-	-	-
Sub-total Non-operating Sources	-	-	-
Non-operating Uses			
Interest Expense	-	-	-
Payment of Principal	-	-	-
Capital Outlay	745,000	15,685,464	1,704,220
Sub-total Non-operating Uses	745,000	15,685,464	1,704,220
NET NON-OPERATING SOURCES AND USES	\$ (745,000)	\$ (15,685,464)	\$ (1,704,220)
DEBT FINANCING & USE OF FUND BALANCE			
Designated for Authorized Projects & Encumbrances	-	5,662,943	1,812,398 b
From/(to) Fund Balance	-	8,800,846	998,629
TOTAL USE OF FUND BALANCE	\$ -	\$ 14,463,789	\$ 2,811,027
FISCAL YEAR BALANCE	\$ 4,673,358	\$ 1,999,358	\$ 4,909,283

Notes:

a Current year receipts reduced for year-end accrual of \$2,087,400 to prior year.

b Carryover of prior year project balances.

City of Oxnard
Budget Status Report
as of March 31, 2014
Grant Funds
(Unaudited)

	<u>Original Budget</u>	<u>Revised Budget</u>	<u>Actual Amounts</u>
OPERATING REVENUES AND EXPENDITURES			
Operating Revenues			
Intergovernmental	\$ 3,268,385	\$ 11,813,816	\$ 9,396,753
Fines and forfeitures	-	-	31,883
Investment Earnings	-	-	8,053
Miscellaneous	-	97,099	129,722
Total Operating Revenues	\$ 3,268,385	\$ 11,910,915	\$ 9,566,411
Operating Expenditures			
General Government	-	-	-
Public Safety	561,292	8,004,468	3,438,869
Transportation	-	660,313	6,842
Community Development	1,789,998	9,548,933	3,482,175
Culture and Recreation	37,940	446,290	37,180
Total Operating Expenditures	\$ 2,389,230	\$ 18,660,004	\$ 6,965,066
NET REVENUES FROM OPERATIONS	\$ 879,155	\$ (6,749,089)	\$ 2,601,345
NON-OPERATING SOURCES AND USES			
Non-operating Sources			
Transfers in	-	-	-
Sub-total Non-operating Sources	-	-	-
Non-operating Uses			
Capital Outlay	1,026,317	14,615,787	3,059,688
Transfers out	-	-	-
Sub-total Non-operating Uses	1,026,317	14,615,787	3,059,688
NET NON-OPERATING SOURCES AND USES	\$ (1,026,317)	\$ (14,615,787)	\$ (3,059,688)
DEBT FINANCING & USE OF FUND BALANCE			
Designated for Authorized Projects & Encumbrances	-	20,194,554	2,115,781
From/(to) Available Fund Balance	147,162	1,170,322	(1,657,438) a
TOTAL USE OF FUND BALANCE	\$ 147,162	\$ 21,364,876	\$ 458,343
FISCAL YEAR BALANCE	\$ -	\$ -	\$ -

Notes:

a Grants are typically on a reimbursement basis resulting in a revenue lag.

**City of Oxnard
Budget Status Report
as of March 31, 2014
Other Governmental Funds
(Unaudited)**

	<u>Original Budget</u>	<u>Revised Budget</u>	<u>Actual Amounts</u>
OPERATING REVENUES AND EXPENDITURES			
Operating Revenues			
Taxes	\$ 12,000,000	\$ 12,000,000	\$ 6,905,907
Licenses and Permits	804,000	804,000	796,286
Intergovernmental	5,639,816	5,639,816	4,069,513
Growth and Development Fees	2,717,000	2,717,000	2,660,692
Charges for services	110,000	110,000	116,532
Fines and forfeitures	320,000	320,000	103,209
Investment Earnings	311,401	311,401	322,941
Special Assessments	9,133,079	9,133,079	4,385,869
Miscellaneous	1,354,500	1,362,050	1,780,586
Total Operating Revenues	\$ 32,389,796	\$ 32,397,346	\$ 21,141,535
Operating Expenditures			
General Government	253,177	253,177	213,674
Public Safety	20,631,913	20,631,913	13,959,561
Transportation	6,608,532	6,677,352	4,297,364
Community Development	9,400	42,938	68,763
Culture and Recreation	5,124,470	5,124,470	3,838,028
Total Operating Expenditures	\$ 32,627,492	\$ 32,729,850	\$ 22,377,390
NET REVENUES FROM OPERATIONS	\$ (237,696)	\$ (332,504)	\$ (1,235,855)
NON-OPERATING SOURCES AND USES			
Non-operating Sources			
Transfers in	\$ 6,839,750	\$ 6,839,750	\$ - a
Bond Proceeds	-	-	-
Sub-total Non-operating Sources	6,839,750	6,839,750	-
Non-operating Uses			
Interest Expense	3,899,829	3,899,829	1,175,637
Payment of Principal	4,134,322	4,134,322	996,637
Capital Outlay	1,811,580	19,692,591	3,711,016
Transfers out	1,788,471	1,788,101	- a
Sub-total Non-operating Uses	11,634,202	29,514,843	5,883,290
NET NON-OPERATING SOURCES AND USES	\$ (4,794,452)	\$ (22,675,093)	\$ (5,883,290)

**City of Oxnard
Budget Status Report
as of March 31, 2014
Other Governmental Funds
(Unaudited)**

	<u>Original Budget</u>	<u>Revised Budget</u>	<u>Actual Amounts</u>
DEBT FINANCING & USE OF FUND BALANCE			
Designated for Authorized Projects & Encumbrances	-	16,594,175	3,434,684
Appropriated Fund Balance	-	1,381,274	-
From Available Fund Balance	5,032,148	5,032,148	3,684,461
TOTAL USE OF FUND BALANCE	<u>\$ 5,032,148</u>	<u>\$ 23,007,597</u>	<u>\$ 7,119,145</u>
FISCAL YEAR BALANCE	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>

Notes:

- a Transfers in/out are internal payments from/to other funds made at the time obligations are due in the target fund.

City of Oxnard
Budget Status Report
as of March 31, 2014
Water Funds
(Unaudited)

	<u>Original Budget</u>	<u>Revised Budget</u>	<u>Actual Amounts</u>
OPERATING REVENUES AND EXPENDITURES			
Operating Revenues			
Charges for Services	\$ 46,620,000	\$ 46,620,000	\$ 34,947,962
Security/Contamination Prevention Fees	870,000	870,000	220,188
Miscellaneous and Reimbursements	5,000	150,000	5,150
Total Operating Revenues	\$ 47,495,000	\$ 47,640,000	\$ 35,173,300
Operating Expenditures			
Salaries and Wages	5,321,501	5,321,501	3,384,481
Contracts and Services	2,227,546	2,238,546	1,099,029
Operating Supplies	2,001,650	2,501,650	563,505
Water Acquisition	18,784,000	18,784,000	15,175,626
General and Administrative	4,302,582	4,617,582	3,252,602
Total Operating Expenditures	\$ 32,637,279	\$ 33,463,279	\$ 23,475,243
NET REVENUES FROM OPERATIONS	\$ 14,857,721	\$ 14,176,721	\$ 11,698,057
NON-OPERATING SOURCES AND USES			
Non-operating Sources			
Transfers In	2,067,900	2,067,900	1,794,465 a
Investment Earnings	2,184,000	2,184,000	1,338,113
Connection Fees	1,090,000	1,090,000	1,182,170
Sub-total Non-operating Sources	5,341,900	5,341,900	4,314,748
Non-operating Uses			
Capital Outlay (non-debt financed)	20,325,000	28,803,812	2,830,696
Interest Expense	11,250,259	11,250,259	8,445,315
Transfers Out	-	-	-
Sub-total Non-operating Uses	31,575,259	40,054,071	11,276,011
NET NON-OPERATING SOURCES AND USES	\$ (26,233,359)	\$ (34,712,171)	\$ (6,961,263)
DEBT FINANCING & USE OF FUND BALANCE			
Payment of Principal	(3,864,734)	(3,864,734)	(2,264,193)
Designated for Authorized Projects & Encumbrances	-	14,196,564	4,720,186
Use of Bond Principal	-	(5,807,166)	(3,886,930)
From/(To) Capital Reserve	15,240,372	16,010,786	(3,305,857)
NET USE OF BONDS AND OTHER DEBT FINANCING	\$ 11,375,638	\$ 20,535,450	\$ (4,736,794)
FISCAL YEAR BALANCE	\$ -	\$ -	\$ -

Notes:

a Transfers in are internal payments from other funds made at the time obligations are due in the target fund.

**City of Oxnard
Budget Status Report
as of March 31, 2014
Wastewater Funds
(Unaudited)**

	<u>Original Budget</u>	<u>Revised Budget</u>	<u>Actual Amounts</u>
OPERATING REVENUES AND EXPENDITURES			
Operating Revenues			
Charges for Services	\$ 30,010,000	\$ 30,010,000	\$ 18,408,386
Security/Contamination Prevention Fees	350,000	350,000	-
Miscellaneous and Reimbursements	770,000	770,000	209,891 ^a
Total Operating Revenues	<u>\$ 31,130,000</u>	<u>\$ 31,130,000</u>	<u>\$ 18,618,277</u>
Operating Expenditures			
Salaries and Wages	7,035,467	7,035,467	4,472,364
Contracts and Services	5,047,927	5,438,218	4,049,613
Operating Supplies	1,747,500	1,747,500	1,081,794
General and Administrative	3,513,420	3,513,420	2,611,359
Total Operating Expenditures	<u>\$ 17,344,314</u>	<u>\$ 17,734,605</u>	<u>\$ 12,215,130</u>
NET REVENUES FROM OPERATIONS	<u>\$ 13,785,686</u>	<u>\$ 13,395,395</u>	<u>\$ 6,403,147</u>
NON-OPERATING SOURCES AND USES			
Non-operating Sources			
Investment Earnings	100,000	100,000	84,260
Connection Fees	210,000	210,000	1,216,626
Sub-total Non-operating Sources	<u>310,000</u>	<u>310,000</u>	<u>1,300,886</u>
Non-operating Uses			
Capital Outlay (non-debt financed)	5,400,000	9,586,006	446,573
Interest Expense	6,744,616	7,063,696	3,892,987
Sub-total Non-operating Uses	<u>12,144,616</u>	<u>16,649,702</u>	<u>4,339,560</u>
NET NON-OPERATING SOURCES AND USES	<u>\$ (11,834,616)</u>	<u>\$ (16,339,702)</u>	<u>\$ (3,038,674)</u>
DEBT FINANCING & USE OF FUND BALANCE			
Payment of Principal	(4,715,183)	(4,715,183)	(900,248)
Designated for Authorized Projects & Encumbrances	-	4,477,029	195,009
Appropriated Fund Balance	-	418,348	290,633
From/(To) Capital Reserve	2,764,113	2,764,113	(2,949,867)
NET USE OF BONDS AND OTHER DEBT FINANCING	<u>\$ (1,951,070)</u>	<u>\$ 2,944,307</u>	<u>\$ (3,364,473)</u>
FISCAL YEAR BALANCE	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>

Notes:

a Prior period adjustment.

**City of Oxnard
Budget Status Report
as of March 31, 2014
Environmental Resources
(Unaudited)**

	<u>Original Budget</u>	<u>Revised Budget</u>	<u>Actual Amounts</u>
OPERATING REVENUES AND EXPENDITURES			
Operating Revenues			
Charges for Services	\$ 43,970,000	\$ 43,970,000	\$ 29,095,104 a
Security/Contamination Prevention Fees	80,000	80,000	156
Miscellaneous and Reimbursements	<u>270,000</u>	<u>270,000</u>	<u>299,044</u>
Total Operating Revenues	<u>\$ 44,320,000</u>	<u>\$ 44,320,000</u>	<u>\$ 29,394,304</u>
Operating Expenditures			
Salaries and Wages	7,607,149	8,207,126	4,954,979
Operating Supplies	584,400	848,486	834,141
Contracts and Services	26,378,449	23,401,293	15,634,249
General and Administrative	<u>3,846,790</u>	<u>4,164,070</u>	<u>3,120,337</u>
Total Operating Expenditures	<u>\$ 38,416,788</u>	<u>\$ 36,620,975</u>	<u>\$ 24,543,706</u>
NET REVENUES FROM OPERATIONS	<u>\$ 5,903,212</u>	<u>\$ 7,699,025</u>	<u>\$ 4,850,598</u>
NON-OPERATING SOURCES AND USES			
Non-operating Sources			
Investment Earnings	20,000	20,000	49,405
Connection Fees	<u>60,000</u>	<u>60,000</u>	<u>68,111</u>
Sub-total Non-operating Sources	<u>80,000</u>	<u>80,000</u>	<u>117,516</u>
Non-operating Uses			
Capital Outlay (non-debt financed)	232,000	3,268,899	441,287
Interest Expense	606,126	606,126	423,565
Transfers out	<u>62,097</u>	<u>62,097</u>	<u>37,000 b</u>
Sub-total Non-operating Uses	<u>900,223</u>	<u>3,937,122</u>	<u>901,852</u>
NET NON-OPERATING SOURCES AND USES	<u>\$ (820,223)</u>	<u>\$ (3,857,122)</u>	<u>\$ (784,336)</u>
DEBT FINANCING & USE OF FUND BALANCE			
Payment of Principal	(3,685,551)	(3,685,551)	(1,407,620)
Designated for Authorized Projects & Encumbrances	-	11,926	-
Appropriated Fund Balance	-	1,175,426	409,968
From/(To) Capital Reserve	<u>(1,397,438)</u>	<u>(1,343,704)</u>	<u>(3,068,610)</u>
NET USE OF BONDS AND OTHER DEBT FINANCING	<u>\$ (5,082,989)</u>	<u>\$ (3,841,903)</u>	<u>\$ (4,066,262)</u>
FISCAL YEAR BALANCE	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>

Notes:

a Current year revenues reduced by FY 2013 accruals.

b Transfers out are internal payments to other funds made at the time obligations are due in the target fund.

City of Oxnard
Budget Status Report
as of March 31, 2014
Golf
(Unaudited)

	<u>Original Budget</u>	<u>Revised Budget</u>	<u>Actual Amounts</u>
OPERATING REVENUES AND EXPENDITURES			
Operating Revenues			
Charges for Services	\$ 4,200,000	\$ 4,200,000	\$ 3,328,906
Miscellaneous and Reimbursements	<u>-</u>	<u>-</u>	<u>-</u>
Total Operating Revenues	<u>\$ 4,200,000</u>	<u>\$ 4,200,000</u>	<u>\$ 3,328,906</u>
Operating Expenditures			
Salaries and Wages	60,290	60,290	42,916
Operating Supplies	-	-	-
Contracts and Services	3,585,324	3,585,324	3,109,773
General and Administrative	<u>195,716</u>	<u>195,716</u>	<u>152,685</u>
Total Operating Expenditures	<u>\$ 3,841,330</u>	<u>\$ 3,841,330</u>	<u>\$ 3,305,374</u>
NET REVENUES FROM OPERATIONS	\$ 358,670	\$ 358,670	\$ 23,532
NON-OPERATING SOURCES AND USES			
Non-operating Sources			
Transfers In	-	-	-
Investment Earnings	<u>-</u>	<u>-</u>	<u>(14,420)</u>
Sub-total Non-operating Sources	<u>-</u>	<u>-</u>	<u>(14,420)</u>
Non-operating Uses			
Capital Outlay (non-debt financed)	80,500	80,500	-
Interest Expense	116,200	116,200	58,100
Transfers out	<u>-</u>	<u>-</u>	<u>-</u>
Sub-total Non-operating Uses	<u>196,700</u>	<u>196,700</u>	<u>58,100</u>
NET NON-OPERATING SOURCES AND USES	\$ (196,700)	\$ (196,700)	\$ (72,520)
DEBT FINANCING & USE OF FUND BALANCE			
Payment of Principal	(972,223)	(972,223)	-
Designated for Authorized Projects & Encumbrances	-	-	-
From/(To) Capital Reserve	<u>-</u>	<u>-</u>	<u>-</u>
NET USE OF BONDS AND OTHER DEBT FINANCING	<u>\$ (972,223)</u>	<u>\$ (972,223)</u>	<u>\$ -</u>
FISCAL YEAR BALANCE	<u>\$ (810,253)</u>	<u>\$ (810,253)</u>	<u>\$ (48,988)</u>

City of Oxnard
Budget Status Report
as of March 31, 2014
Performing Arts & Convention Center
(Unaudited)

	<u>Original Budget</u>	<u>Revised Budget</u>	<u>Actual Amounts</u>
OPERATING REVENUES AND EXPENDITURES			
Operating Revenues			
Charges for Services	\$ 440,000	\$ 440,000	\$ 333,729
Miscellaneous	20,000	20,000	9,547
Total Operating Revenues	<u>\$ 460,000</u>	<u>\$ 460,000</u>	<u>\$ 343,276</u>
Operating Expenditures			
Salaries and Wages	1,071,219	1,071,219	718,371
Operating Supplies	300	300	156
Contracts and Services	252,355	252,355	205,360
General and Administrative	172,511	172,511	135,835
Total Operating Expenditures	<u>\$ 1,496,385</u>	<u>\$ 1,496,385</u>	<u>\$ 1,059,722</u>
NET REVENUES FROM OPERATIONS	<u>\$ (1,036,385)</u>	<u>\$ (1,036,385)</u>	<u>\$ (716,446)</u>
NON-OPERATING SOURCES AND USES			
Non-operating Sources			
Transfers In	905,160	905,160	678,870 a
Investment Earnings	-	-	(12,086)
Sub-total Non-operating Sources	<u>905,160</u>	<u>905,160</u>	<u>666,784</u>
Non-operating Uses			
Capital Outlay	-	-	-
Sub-total Non-operating Uses	<u>-</u>	<u>-</u>	<u>-</u>
NET NON-OPERATING SOURCES AND USES	<u>\$ 905,160</u>	<u>\$ 905,160</u>	<u>\$ 666,784</u>
DEBT FINANCING & USE OF FUND BALANCE			
Designated for Authorized Projects & Encumbrances	-	-	-
From/(To) Capital Reserve	-	-	-
NET USE OF BONDS AND OTHER DEBT FINANCING	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>
FISCAL YEAR BALANCE	<u>\$ (131,225)</u>	<u>\$ (131,225)</u>	<u>\$ (49,662)</u>

Notes:

a Transfers in are internal payments from other funds made at the time obligations are due.

City of Oxnard
Budget Status Report
as of March 31, 2014
Housing Set-aside Successor Agency Fund
(Unaudited)

	<u>Original Budget</u>	<u>Revised Budget</u>	<u>Actual Amounts</u>
OPERATING REVENUES AND EXPENDITURES			
Operating Revenues			
Taxes	\$ -	\$ -	\$ 7,497
Rental Income	-	-	-
Miscellaneous and Reimbursements	-	-	66,865 ^a
Total Operating Revenues	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 74,362</u>
Operating Expenditures			
Salaries and Wages	-	-	117,290
Contracts and Services	-	-	-
General and Administrative	-	-	38,231
Total Operating Expenditures	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 155,521</u>
NET REVENUES FROM OPERATIONS	<u>\$ -</u>	<u>\$ -</u>	<u>\$ (81,159)</u>
NON-OPERATING SOURCES AND USES			
Non-operating Sources			
Transfers In	-	-	-
Investment Earnings	-	-	-
Sub-total Non-operating Sources	<u>-</u>	<u>-</u>	<u>-</u>
Non-operating Uses			
Capital Outlay	-	-	162,700
Transfers out	-	-	-
Sub-total Non-operating Uses	<u>-</u>	<u>-</u>	<u>162,700</u>
NET NON-OPERATING SOURCES AND USES	<u>\$ -</u>	<u>\$ -</u>	<u>\$ (162,700)</u>
DEBT FINANCING & USE OF FUND BALANCE			
Payment of principal	-	-	-
Designated for Authorized Projects & Encumbrances	-	-	-
From/(To) Operating and Capital Reserves	-	-	243,859
TOTAL USE OF FUND BALANCE	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 243,859</u>
FISCAL YEAR BALANCE	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>

Notes:

a Housing set-aside deposit.

City of Oxnard
Budget Status Report
as of March 31, 2014
Successor Agency to the Community Development Commission
(Unaudited)

	<u>Original Budget</u>	<u>Revised Budget</u>	<u>Actual Amounts</u>
OPERATING REVENUES AND EXPENDITURES			
Operating Revenues			
Taxes	\$ -	\$ -	\$ - a
Rental Income	-	-	35,839
Miscellaneous and Reimbursements	-	-	37,956
Total Operating Revenues	\$ -	\$ -	\$ 73,795
Operating Expenditures			
Salaries and Wages	-	-	335,156
Contracts and Services	-	-	154,835
General and Administrative	250,000	250,000	318,156
Total Operating Expenditures	\$ 250,000	\$ 250,000	\$ 808,147
NET REVENUES FROM OPERATIONS	\$ (250,000)	\$ (250,000)	\$ (734,352)
NON-OPERATING SOURCES AND USES			
Non-operating Sources			
Transfers In	-	-	-
Investment Earnings	-	-	88,905
Sub-total Non-operating Sources	-	-	88,905
Non-operating Uses			
Capital Outlay	-	-	-
Interest Expense	-	-	1,929,896
Project Costs	8,141,632	8,141,632	1,528,354 b
Transfers out	-	-	-
Sub-total Non-operating Uses	8,141,632	8,141,632	3,458,250
NET NON-OPERATING SOURCES AND USES	\$ (8,141,632)	\$ (8,141,632)	\$ (3,369,345)
DEBT FINANCING & USE OF FUND BALANCE			
Payment of principal	-	-	(1,460,000)
Designated for Authorized Projects & Encumbrances	-	-	-
From/(To) Operating and Capital Reserves	8,391,632	8,391,632	5,563,697 c
TOTAL USE OF FUND BALANCE	\$ 8,391,632	\$ 8,391,632	\$ 4,103,697
FISCAL YEAR BALANCE	\$ -	\$ -	\$ -

**City of Oxnard
Budget Status Report
as of March 31, 2014
Successor Agency to the Community Development Commission
(Unaudited)**

Notes:

- a Revenues from the County for expenditures approved in the Recognized Obligation Payment Schedule for January 2014 to June 2014 (not yet approved by California Department of Finance).
- b Amounts approved by the California Department of Finance for the period of July 2013 to December 2013
- c Revenues were received from the County in June 2013 for expenditures approved in the Recognized Obligation Payment Schedule for July 2013 to December 2013.



Meeting Date: 05/06/2014

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. S-1Reviewed By: City Manager KRB City Attorney JOB Finance MM Other (Specify) _____**DATE:** February 25, 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 prior to the Council meeting.

City Manager Contract List for 05/06/2014

Item Type	Department/Contact	Vendor/Agreement Number	Description/Purpose	Amount
A Change Order	Public Works/CPM Lou Balderrama	Toro Enterprises, Inc. Agreement No. A-7586	Ventura Blvd Improvements Project	\$77,829
			Change Order No. 2 is the final balancing change order to complete the project. It involves quantity adjustments as well as items of work that were partially in dispute and now resolved, some extra work for unforeseen conditions, adjustment of existing hardscape improvements to allow for proper drainage, adjustments/transitions to existing properties to match new improvements, and utility relocations/adjustments. Total change order amount is \$77,829.27. This contract was a public bid.	
			Total Contract Amount: \$1,738,928	
			FundingSource: Grants and Water Enterprise Funds	
B Change Order	Public Works/CPM Lou Balderrama	Mladen Buntich Construction Co., Inc. Agreement No. A-7519	Hueneme Road Recycled Water Pipeline Project	\$57,661
			Change Order No. 15 is for costs associated with repairing a leaking 1" air vacuum valve, a pump and float system, blow-off, additional traffic loops, additional k-rail, removal of an interfering storm drain, glue-down delineator post, restore unmarked nursery line, and welding on 36" and 42" restrained joints. Total Change Order amount is \$57,660.96. This contract was a Public Bid.	
			Total Contract Amount: \$6,657,634	
			FundingSource: Water Enterprise Funds	
C Task Order	Public Works/CPM Lou Balderrama	Sam Hill & Sons, Inc. Agreement No. A-7326	Non-Scheduled Emergency Repairs & Maintenance to Water Infrastructure & Appurtenances	\$33,799
			The rupture of a 10" cast iron pipe water main at Ventura Rd and Hemlock Ave damaged the street creating a safety hazard. Sam Hill & Sons was called and directed to make the emergency repair of the 10" main. Public Bid PW10-08 opened 6/16/10 with three (3) contractors responding. Sam Hill was the low bidder. The contact amount is unchanged. Total costs to date through Change Order No. 41 is \$750,376.	
			Total Contract Amount: \$1,800,000	
			FundingSource: Water Operating Funds	
D Task Order	Public Works/CPM Lou Balderrama	Sam Hill & Sons, Inc. Agreement No. A-7326	Non-Scheduled Emergency Repairs & Maintenance to Water Infrastructure & Appurtenances	\$26,367
			Repairs to a 6" water main break at Pleasant Valley and C St. Public Bid PW10-08 opened 6/16/10 with three (3) contractors responding. Sam Hill was the low bidder. The contact amount is unchanged. Total cost to date through Change Order No. 43 is \$794,759.	
			Total Contract Amount: \$1,800,000	
			FundingSource: Water Operating Funds	

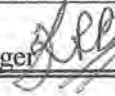
ATTACHMENT # 1
PAGE 1 OF 1

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Meeting Date: 05 / 06 / 14

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

Prepared By: Patricia Friend  Agenda Item No. 5-2Reviewed By: City Manager  City Attorney  Finance  Other (Specify) _____**DATE:** April 10, 2014**TO:** City Council**FROM:** Michael Henderson, General Services Superintendent
City Manager Department **SUBJECT:** Approval of Lowest Responsible Responsive Bid and Authorization to Issue and Execute a Contract (A-7670) for GS13-11R (Rebid)-Vineyards Park Improvements of Walking Track

RECOMMENDATION

That City Council award contract A-7670 to the lowest responsible and responsive bidder, Hughes General Engineering, Inc. in the amount of \$303,520.00 for GS13-11R (Rebid)-Vineyards Park Improvements-Walking Track, located at 2790 Smokey Mountain Road, and authorize the Purchasing Agent to execute the contract upon receipt of final documents.

DISCUSSION

Approval of the specifications for this project and permission to conduct a public bid process was obtained from Council on September 10, 2013. The first round of bids was opened on February 26, 2014 and the City received eight bids. Those bids ranged from a low of \$489,328.25 to a high \$780,864.50 and all of those bids were rejected as too high. The first advertisement of the rebid was February 28, 2014 and the second round public bid process started on March 3, 2014. The due date for bids was April 2, 2014 and the City received twelve bids. The bids ranged from the low of \$303,520.00 to a high of \$697,000.00.

Following procurement staff review of all documentation received and checks of required licenses, Occupational Safety & health Administration web site, and records of debarment, the responsible and responsive low bidder is determined to be Hughes General Engineering, Inc.

FINANCIAL IMPACT

Sufficient funding from Riverpark Maintenance Community Facility District CFD No. 5 is available in Project Vineyards Park Track Surface No.135701 for this work.

Approval of Lowest Responsible Responsive Bid and Authorization to Issue and
Execute a Contract (A-7670) for GS13-11R (Rebid) Vineyards Park Track Improvements
April 24, 2014
Page 2

MH/pcf

Attachment #1 - Tabulation of Bids
#2 - Bid Package – Hughes
#3 - OSHA Report
#4 – Subcontractors
#5 - References
#6 – Certificate of Publication-Public Notice
#7 - Staff Report –Council Approval to Bid

**CITY OF OXNARD
SPECIFICATION NUMBER GS13-11R (Rebid)**

**BID DOCUMENTS (BLUE SHEETS)
FOR**

PROJECT TITLE: – GS13-11R (Rebid)-Vineyards Park Improvements –Walking Track

BRIEF DESCRIPTION OF PROJECT: Vineyards Park Walking Track Improvements – 2790 Smokey Mountain Drive- Work consists of removal of existing wood chip surface and disposal and rework of existing path to ensure proper drainage and installation of concrete base and additional curbs or modifications to existing mow curbs as needed; and installation of a poured in place rubberized surface on the walking path.

Specification Number GS13-11R includes 11 pages of bid documents. Drawing No. GS13-11R includes 2 sheets of plans.

Work must begin within 7 calendar days after the Notice to Proceed is issued. Work is to be complete in 90 calendar days. Liquidated damages will be assessed at \$1,000.00 per calendar day.

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

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

Name Hughes General Engineering, Inc.
Physical Address 6544 Beene Rd Ventura, CA 93003
Mailing Address P.O. Box 2293, Camarillo, CA 93011-2293
City Camarillo State CA Zip Code 93011-2293
Telephone No. 805-642-7700 Fax No. 805-642-7711

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

B-1

CITY OF OXNARD
SPECIFICATION NUMBER GS13-11R (Rebid)

PROJECT OVERVIEW

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

DESCRIPTION

The Vineyards Park has existing walking path that is to have the existing wood chips removed and disposed of; the path base and adjacent base and surface areas are to be prepared and reworked to ensure proper drainage and prevent water standing on pathway; installation of a new concrete base and additional curbs or modification of existing mow curbs for the entire distance of the pathway as required to facilitate and ensure proper drainage from the new path surface; and installation of a poured in place rubberized surface over the complete path with distance markers included all per plans and specifications. This is a lump sum bid project and shall include the complete scope of all work per plans and specifications; including all labor, equipment, materials, processes and procedures. The per unit cost bid for soil stabilization will be used to calculate any added work for all such related activities, should any be required. The Park is to remain open during the related project work for the walking track and care will be required by the successful Contractor to protect in place all work zone activities and ongoing improvements for this project work until completed and accepted by the City.

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

CITY OF OXNARD
SPECIFICATION NUMBER GS13-11R (Rebid)

BID SCHEDULE OF WORK AND PRICES

BIDDER'S NAME Hughes General Engineering, Inc.

ITEM NO.	DESCRIPTION	PAYMENT REF.	UNIT OF MEASURE	EVALUATION QTY*	UNIT COST	TOTAL
1	Walking Path -All Prep Work and Installation of Poured in Place Rubberized Walking Path - Complete per Plans & Specification	N/A	LS	1	N/A	\$ 292,220. ⁰⁰
2	Soil Stabilization -Cement Treatment -(If unstable pumping subgrade or base soil conditions are found- this line item will be the cost paid for all work performed for stabilization measures used on such soil conditions to achieve 90% compaction	1006-4	CY	100	45. ⁰⁰	4,500. ⁰⁰
3	Soil Stabilization- Aggregate Base - Unsuitable Excavation subgrade or base soil conditions are found this line item will be the cost paid for work performed for stabilization measures used on such soil conditions to achieve 90% compaction	1006-4	CY	100	68. ⁰⁰	6,800. ⁰⁰
GRAND TOTAL				\$ 303,520. ⁰⁰		

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

B-3

ATTACHMENT 2
PAGE 9 OF 9

CITY OF OXNARD
SPECIFICATION NUMBER GS13-11R (Rebid)

BID SCHEDULE OF WORK AND PRICES

GRAND TOTAL SUBMITTED - \$ 303,520.⁰⁰

The lowest Grand Total Sum submitted is the basis for award.

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

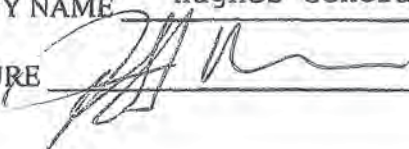
The following addenda are
acknowledged and attached:

NO.	DATED	NO.	DATED
	NONE		

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

DATED April 2, 2014 AT Ventura, CA

COMPANY NAME Hughes General Engineering, Inc.

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

*Person signing must be listed on records of Contractors State License Board.

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

**CITY OF OXNARD
SPECIFICATION NUMBER GS13-11R (Rebid)**

BIDDER'S STATEMENT OF PAST CONTRACT DISQUALIFICATION

BIDDER'S NAME Hughes General Engineering, Inc.

The bidder is required to state any and all instances of being disqualified, removed, or otherwise prevented from bidding on or completing a federal, state, or local government project due to a violation of a law or safety regulation.

1. Have you ever been disqualified from any government contract?

Yes _____ No xx

2. If yes, explain the circumstances.



SIGNATURE OF BIDDER

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

CITY OF OXNARD
SPECIFICATION NUMBER GS13-11R (Rebid)

BIDDER'S AFFIDAVIT

PROJECT GS13-11R (rebid) Vineyards Park Improvements Walking Track

I depose and say that I am Jeffery S. Hughes, President

(Print or type name and title)

of Hughes General Engineering, Inc.

P.O. Box 2293 Camarillo CA 93011-2293

(Address)

(City)

(State)

(Zip Code)

Contractor's Employer Identification Number: 57-1181583

A VALID CURRENT CALIFORNIA STATE CONTRACTOR'S LICENSE REQUIRED TO BID:

Contractor's License No. 644816 FED TAX ID. # 57-1181583

Classification: A

Contractor's License Expiration Date: 02/29/2016

City of Oxnard Business License Number(Not Required to Bid): 14-00086756

Data Universal Numbering System (D-U-N-S #): 788355375

Whoever submits this bid to the City of Oxnard declares:

1. That the bidder has read these specifications, will abide by and agrees to the conditions herein, has carefully examined the project plans and does hereby agree to furnish all materials and do all the work required to complete the work in accordance with the plans and specifications for the unit prices or lump sums stated in the schedule of work and prices.
2. That this bid is genuine, and not sham or collusive, nor made in the interest or in behalf of any person not herein named, and that the bidder has not directly or indirectly induced or solicited any other bidder to put in a sham bid, or any other person, firm, or corporation to refrain from bidding, and that the bidder has not in any manner sought by collusion to secure an advantage over any other bidder.
3. That the addenda listed on Page B-4 of these bid documents are acknowledged and attached.
4. That the bidder, as principal, acknowledges being bound by the following bid bond when completed by the surety.

Dated 4/2/14 at Ventura, California.

I certify or declare under penalty of perjury that the foregoing is true and correct.

(CORPORATE SEAL)

SIGNATURE

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

CITY OF OXNARD
SPECIFICATION NUMBER GS13-11R (Rebid)

BIDDER'S QUESTIONNAIRE

All Bidders **MUST** complete this form and it **MUST** be submitted with the Bid. The answers to these questions will be used to determine whether the Bidder is responsible. "Related Company," as used in this questionnaire, is any organization of which the responsible managing officer of the Bidder has been a responsible managing officer (as the term responsible managing officer is used for State of California licensing purposes) within the past 5 years and/or in which any equity holder (e.g. shareholder, partner, member) of the bidder holds or has held more than a 10% interest within the past 5 years; or has had an active role in the management of projects performed by Company. "Contact Information" means the name, address and telephone number of a person or entity. For all Yes answers please provide complete explanations on extra-attached sheets and identify by number the question to which the information pertains.

EVALUATION ELEMENTS			
Standard Bidder Questions (applies to all bids)		Yes	No
1	Is Bidder currently licensed and does Bidder meet the licensing requirements stated on Page F-0?	✓	
2	Has Bidder or a Related Company within the past 5 years been assessed Liquidated Damages (LD's) on a public project of a government agency? If so, give project description, date of assessment, amount of assessment, name of entity, and contact information for each incident of LD assessment.		✓
3	Has the Bidder's insurance or a Related Company's insurance, within the past 5 years, been cancelled during a project? If so, give the dates of all cancellations and the contact information for all insurance companies that cancelled coverage. Insurance includes all insurance coverages of any kind, including commercial, general liability, fire and casualty, and workers' compensation.		✓
4	Has Bidder's surety or a Related Company's surety within the past 5 years paid any claims arising from any project performed by Bidder or a Related Company? If so, provide the contact information and state the date and amount of each claim paid.		✓
5	Has Bidder or a Related Company within the past 5 years been investigated by the Division of Labor Standards Enforcement (DLSE)? If so, provide the date(s) of investigations and the contact information for the DLSE.		✓
6	Has Bidder or a Related Company been found to have violated any prevailing wage requirement on any public agency project by any government agency or by any court of law? If so, describe each violation and provide the contact information for the agency and the jurisdiction, date and case number for each court case.		✓
7	Within the past 5 years, have stop notices been filed with any government agency on any project performed by Bidder or any Related Company? If so, please provide the following information for each stop notice: contact information for each claimant, amount of the claim, amount, if any, paid to settle the claim, date of the claim and the date of payment of the claim.		✓
8	Has Bidder or any Related Company within the past 5 years been named as a defendant in a lawsuit alleging non-payment of subcontractors, vendors or suppliers? If so, give the date, case name and case number of the suit(s), the amount of the claim, and the disposition of the case.		✓
9	Has Bidder or a Related Company ever filed a claim against a government agency that has resulted in a lawsuit? If so, describe the claim, circumstances and disposition of the lawsuit. Please provide the contact information for the agency.		✓
10	Has Bidder or any Related Company ever been found to be a non-responsible bidder by an agency or debarred? If so, provide the date and name of each and explain the circumstances.		✓
11	Provide the name, date, contact information and approximate amount of contract and a description of work performed for each job performed by Bidder in the last 3 years involving work of the type for which this contract is being let.	✓	
12	Has Bidder or a Related Company within the past 5 years been investigated by OSHA or had an OSHA violation that resulted in a citation or other actions be taken against the company.		✓

Contractor Officer's Signature:


 Title

4/2/14

Date

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

B-11

214

ATTACHMENT 2
 PAGE 8 OF 9



CM General Services Contract Procurement
Maint. Yard, 1060 Pacific Ave., Bldg. 2 - Oxnard, CA 93030
(805) 385-7821 - Fax (805) 385-8360

March 13, 2014

CLARIFICATION NO. 1
SPECIFICATION NO. GS13-11R (REBID)
VINEYARDS PARK IMPROVEMENTS WALKING TRACK

SCHEDULED BID OPENING DATE: APRIL 2, 2014

TO ALL BIDDERS OF RECORD

Acknowledge receipt of this clarification by enclosing one signed copy with your bid documents.
Failure to do so may subject bidder to disqualification. This clarification forms a part of the bid documents. It modifies them as follows:

A. The following changes/corrections/additions are made to the Drawing GS13-11R Sheet 2 of 2:

1. Drawing GS13-11R, Sheet 2 of 2, A - Walking Track Section - Makes reference to 'Polysoft Track Surface' and 'Polysoft Wear Layer' - **THIS WORDING REFERENCE IS DELETED. THERE IS TO BE NO POLYSOFT TRACK SURFACE USED.**

Clarification No. 1
Specification No.: GS13-11R (Rebid)
Vineyards Park Improvements Walking Track

The undersigned hereby acknowledges receipt of Clarification No. 1 consisting of the following:

1. One (1) page of text

Clarification No. 1 Received: Date: March 13, 2014

Hughes General Engineering, Inc. P.O. Box 2293
Company Address of Company


Authorized Signature

Camarillo, CA 93011-2293
City State Zip Code

Jeffery S. Hughes
Name and Title, Typed

805-642-7700
Telephone Number, Including Area Code

**Your Establishment search returned 0 results.**

This page enables the user to search for OSHA enforcement inspections by the name of the establishment. Information may also be obtained for a [specified inspection](#) or inspections within a [specified SIC](#).

Establishment**State****OSHA Office****Case Status**☒ All ☐ Closed☐ Open**Violation Status**☒ All ☐ With Violations ☐ Without Violations**Inspection Date****Start Date** **End Date** **Can't find it?**[Wildcard use %](#)[Basic Establishment](#)[Search Instructions](#)[Advanced Search Syntax](#)

Note: Please read important information below regarding interpreting search results before using.

NOTE TO USERS

The Integrated Management Information System (IMIS) was designed as an information resource for in-house use by OSHA staff and management, and by state agencies which carry out federally-approved OSHA programs. Access to this OSHA work product is being afforded via the Internet for the use of members of the public who wish to track OSHA interventions at particular work sites or to perform statistical analyses of OSHA enforcement activity. It is critical that users of the data understand several aspects of the system in order to accurately use the information.

The source of the information in the IMIS is the local federal or state office in the geographical area where the activity occurred. Information is entered as events occur in the course of agency activities. Until cases are closed, IMIS entries concerning specific OSHA inspections are subject to continuing correction and updating, particularly with regard to citation items, which are subject to modification by amended citations, settlement agreements, or as a result of contest proceedings. THE USER SHOULD ALSO BE AWARE THAT DIFFERENT COMPANIES MAY HAVE SIMILAR NAMES AND CLOSE ATTENTION TO THE ADDRESS MAY BE NECESSARY TO AVOID MISINTERPRETATION.

The Integrated Management Information System (IMIS) is designed and administered as a management tool for OSHA to help it direct its resources. When IMIS is put to new or different uses, the data should be verified by reference to the case file and confirmed by the appropriate federal or state office. Employers or employees who believe a particular IMIS entry to be inaccurate, incomplete or out-of-date are encouraged to contact the OSHA field office or state plan agency which originated the entry.

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Telephone: 800-321-OSHA (6742) | TTY: 877-889-5627www.OSHA.govATTACHMENT 3PAGE 1 OF 1

CITY OF OXNARD
SPECIFICATION NUMBER GS13-11R (Rebid)

SUBCONTRACTORS INFORMATION

BIDDER'S NAME Hughes General Engineering, Inc.

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

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

The information requested below must be filled out completely.			This information must be provided now or via fax (805 385-8360) within 24 hours of bid opening-	
NAME OF SUBCONTRACTOR	COMPLETE ADDRESS	DESCRIPTION OF WORK	STATE LICENSE	
			NUMBER	CLASS
1. <i>CASCADE Sprinklers</i>	<i>177 PONDERTON MOUNTAIN, CA. 93024</i>	<i>DATA SLOPE INSTALLATION</i>	<i>394390</i>	<i>C 27</i>
2. <i>SPECTATUNE</i>	<i>500 E. RINCON ST</i>		<i>854424</i>	<i>D 12</i>
3.				

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

B-5

ATTACHMENT 4
PAGE 1 OF 2

CITY OF OXNARD
SPECIFICATION NUMBER GS13-11R (Rebid)

SUBCONTRACTORS INFORMATION

BIDDER'S NAME Hughes General Engineering, Inc.

<i>The information requested below must be filled out completely.</i>			<i>This information must be provided now or via fax (805 385-8360) within 24 hours of bid opening.</i>	
NAME OF SUBCONTRACTOR	COMPLETE ADDRESS	DESCRIPTION OF WORK	STATE LICENSE	
			NUMBER	CLASS
4.				
5.				
6.				
7.				
8.				
9.				

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

B-6

CITY OF OXNARD
SPECIFICATION NUMBER GS13-11R (Rebid)

REFERENCES

BIDDER'S NAME Hughes General Engineering, Inc.

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

Project Description		
Freedom Field Renovation, including laser grading, infield mix Landscaping, Concrete, Fencing, electrical		
Owner	Project Location	
Pleasant Valley R.&Park	Freedom Park, Camarillo, Airport	
Project Cost	Project Manager	Telephone
\$1,814,286.00	Cheryl Peterson	805-432-5396

Project Description		
Ventura High School Site Improvements		
Owner	Project Location	
VUSD	Ventura High School 2 Catalina St, Ventura, CA	
Project Cost	Project Manager	Telephone
\$647,992.00	Terri Allison	805-289-7981 x1002

Project Description		
Riverridge Golf Course, Concrete Slabs, New Snack Bar, Start. Shack		
Owner	Project Location	
City of Oxnard	Riverdidge Golf Course, Oxnard, CA	
Project Cost	Project Manager	Telephone
\$419,170.00	Ralph Alamillo	805-385-8341


SIGNATURE OF BIDDER

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

Certificate of Publication

Ad #344355

In Matter of Publication of:

Public Notice

State of California)

))§

County of Ventura)

I, **Maria Rodriguez**, hereby certify that the **Ventura County Star Newspaper** has been adjudged a newspaper of general circulation by the Superior Court of California, County of Ventura within the provisions of the Government Code of the State of California, printed in the City of Camarillo, for circulation in the County of Ventura, State of California; that I am a clerk of the printer of said paper; that the annexed clipping is a true printed copy and publishing in said newspaper on the following dates to wit:

Feb. 28, March 07, 2014

I, **Maria Rodriguez** certify under penalty of perjury, that the foregoing is true and correct.

Dated this March 07, 2014; in Camarillo, California, County of Ventura.


Maria Rodriguez
(Signature)

NOTICE TO BIDDERS

The Oxnard City Council has authorized the invitation to bid on Project Specification Number GS13-11R (Rebid) for the Vineyards Park Improvements Walking Track Project located at 2790 Smokey Mountain Drive. The work will consist of rework of existing walking path to ensure proper drainage and installation of concrete base and a poured in place rubberized surface. The work designated in this specification will require the Contractor to possess a State of California General Engineering Contractors License Class A to be considered as a prime contractor qualified for award of this project. Per City policy no construction cost estimate range is provided for public bid projects.

Plans and Specifications will ONLY be available to review or for purchase starting on MONDAY, MARCH 3, 2014 directly from the City's online Plan Room: Cyber-CopyUSA: www.cybercopyreprographics.com. They may be ordered by phone (805) 642-3292 or fax (805) 715-1535 for a non-refundable fee of \$75.00 plus \$25.00 shipping and handling. The Plans and Specifications may also be obtained in electronic medium format CD's for \$35.00 including shipping and handling. For information you may contact General Services Contract Procurement Office Phone (805) 385-7821.

A non-mandatory Pre-Bid Conference will be held in the City Council Chambers, Civic Center, 305 West Third St., Oxnard at 9:30 A.M. on WEDNESDAY, MARCH 12, 2014. All prospective bidders are urged to attend.

All contractors will pay prevailing wages for each classification and type of worker under the California State Department of Industrial Wage Determinations. The HIGHER of the State or Federal Wage Rate when required, shall be used. These determinations are included in the specifications. All pertinent wage determinations must be posted on the job site. A 10% Bid Bond is required for all bids submitted and the successful Bidder will be required to provide a Payment & Performance Bond equal to 100% of the contract price. Successful Bidder may request that the City enter into an Escrow Agreement for security deposits in lieu of retention.

Each bid are to be submitted on the bid documents (BLUE BID SHEETS) provided by the City of Oxnard and the bidder MUST be a PLAN HOLDER OF RECORD. All bids must be received at the Office of the City Clerk, Administration Building, 305 West Third Street (East Wing), Oxnard, CA 93030 before 2:00 P.M. on WEDNESDAY, APRIL 2, 2014. Immediately thereafter all bids shall be publicly opened by the City Clerk and Purchasing Agent in the Council Chambers, 305 West Third Street, Oxnard, CA 93030.

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

Ad Dates 02/28/14; 03/07/14 Ad No.344355

ATTACHMENT 
PAGE 1 OF 1

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

Prepared By: Michael Henderson Agenda Item No. _____Reviewed By: City Manager City Attorney Finance Other (Specify)**DATE:** August 5, 2013**TO:** City Council**FROM:** Michael Henderson, Superintendent
City Manager General Services**SUBJECT:** Project Specification No. GS13-11 for Vineyards Park Improvements Walking Track**RECOMMENDATION**

That City Council adopt plans, specifications, and working details for Project Specification No. GS13-11 to rework the walking track at the Vineyards Park located at 2790 Smokey Mountain Road, River Park development.

DISCUSSION

The Vineyards Park is a 7 acre neighborhood park that was built by developers as part of the River Park development. This park has an existing walking track that is wood chip covered and has a problem with standing water and poor drainage. The plans and specifications call for the wood chips to be removed and in areas where necessary the site elevations to be modified with some minimum grading and a concrete base poured along the length with a rubberized surface poured to upgrade this walking track. This will address the drainage issue as well as provide for a better grade of walking track surface with a longer life and higher usage by residents.

FINANCIAL IMPACT

The funds for this park upgrade are to be provided from CFD fund balance.

MH/pcf

Note: Copies of Project Specifications No. GS13-11 are available for review at the Contract Procurement Office, 1060 Pacific Ave., Bldg. 2, Oxnard after 8:00 a.m. on Monday, September 9, 2013.

S:\CITY CLERK\AGENDA\Agenda Documents & Templates\Staff Report Template.doc

ATTACHMENT 7
PAGE 1 OF 1

MINUTES

OXNARD CITY COUNCIL

Regular Meeting
September 10, 2013

A. ROLL CALL/POSTING OF AGENDA

At 4:34 p.m., the regular meeting of the Oxnard City Council convened in the Council Chambers. Councilmembers Timothy B. Flynn, Bryan A. MacDonald, Carmen Ramirez, 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; Stephen Fischer, Acting City Attorney; Michelle Téllez, Human Resources Director; Grace Magistrale Hoffman, Deputy City Manager; and Martin Erickson, Deputy City Manager.

B. PUBLIC COMMENTS ON CLOSED SESSION ITEMS

The following individuals provided comments: Maria Gallegos-Herrera; Marcos Vargas; Danny Carrillo; Martin Vasquez and Rachel Flores.

C. CLOSED SESSION

At 4:49 p.m. the City Council recessed to a closed session for the following purposes and pursuant to Government Code section 54957.6 to give instructions to negotiators Karen Burnham, Interim City Manager; Michelle Téllez, Human Resources Director regarding salaries, salary schedules, or compensation paid in the form of fringe benefits for employees represented by the Service Employees International Union (SEIU), Local No. 721 and other matters within scope of representation. In addition, instructions will be given to the City's negotiator Michelle Téllez, Human Resources Director and City's labor attorney, Jeffrey C. Freeman, regarding the voluntary recognition request from Oxnard Mid-Managers' Association and other matters within the scope of requested representation.

The City Council will also recess to a closed session pursuant to Government Code section 564956.9(d)(4), based on existing facts and circumstances, to decide whether to initiate litigation in one potential case.

At 6:21 p.m. the City Council reconvened and recessed to the evening session.

D. OPENING CEREMONIES

At 6:29 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: Danielle Navas, City Treasurer; Jeri Williams, Police Chief; Rob Roshanian, Interim Public Works Director; William "Bill" Wilkins, Housing Director; Matthew Winegar, Development Services Director; Sofia Balderrama, Special Projects Manager; Anthony Emmert, Water Resources Manager; Michael Henderson, General Services Manager; and Karl Lawson, Compliance Services Manager.

E. CEREMONIAL CALENDARF. PUBLIC COMMENTS ON ITEMS NOT ON THE AGENDA

The following individuals provided comments: Donald Thibeault; Thomas Greer, William Terry; Russell Sydney; Nancy Pedersen; Nancy Lindholm; Casey Showers; Woodrow Thomas; Irma Lopez; Comite Cultural Mexicano; James Reach; Dan Pinedo; Morey Navarro; Daniel Lechliter; Roy Prince; Maria Herrera; Danny Carrillo; Angela Portillo; Richard Duarte, Ted Wakai; Vince Behrens; and Larry Stein.

G. TRANSMITTAL OF INFORMATION ONLY ITEMSH. 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.

Housing Department

1. SUBJECT: The City of Oxnard's Consolidated Annual Performance and Evaluation Report (CAPER) for the Fiscal Year 2012-2013. (001)

RECOMMENDATION: Accepts the City of Oxnard's CAPER for FY 2012-2013.

DISCUSSION: The Housing Director reviewed the outreach process and the time schedule for public review. The Special Projects Manager reviewed "Youth Master Plan" development, priorities, grants and updates. The Compliance Services Manager reviewed the scope of grants with the purpose of retention of housing and loan assistance.

The following individual provided comments: Eileen Tracy.

The Council discussed: 1) grant funding deadlines; 2) accountability of funds; and 3) public outreach.

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

I. PUBLIC HEARINGS

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

Development Services Department

1. SUBJECT: Planning & Zoning (PZ) Permit Nos. 12-535-01 (Density Bonus) and 12-500-06 (Special Use Permit), Located at 300 W. Ninth Street. Filed by Albert Group Architects on behalf of the property owner Press-Courier Lofts, LLC. (009)

RECOMMENDATION: 1) Adopt **Resolution No. 14,433** approving a Density Bonus (PZ No. 12-535-01) for the Press-Courier Lofts 115-unit senior affordable housing project, subject to the conditions set forth in Planning Commission Resolution No. 2013-15; and 2) Adopt **Resolution No. 14,434** upholding the Planning Commission's approval of a Special Use Permit (PZ No. 12-500-06), subject to the conditions set forth in Planning Commission Resolution No. 2013-14.

DISCUSSION: The Development Services Director outlined the proposed housing project, parking along "B" Street and communications with the Elks Club.

Richard Bracmonte, Elks Club, reviewed the concerns of the Elks Club including parking, water drainage and entrance of site.

The following individuals provided comments: David O'Malley; Alejandro Cara; Pat Brown; Richard Bracamonte; Larry Stein; Abel Magana and William Terry.

The Council discussed the proposed development including parking issues; bonus density and transportation issues.

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

J. APPOINTMENT ITEMS

K. REPORTS

L. PUBLIC COMMENTS ON REPORTS

N. CITY COUNCIL BUSINESS /COMMITTEE REPORTS

City Manager Department

2. **SUBJECT:** League of California Cities Annual Conference Voting Delegate/Alternate 2013. (121)
RECOMMENDATION: Designate a voting delegate and a voting alternate to the League of California Cities Annual Conference.

ACTION: Moved to appoint Perello as voting member with Mayor Flynn as alternate. (Flynn/Ramirez) Ayes: Perello, Flynn, Ramirez, MacDonald and Padilla.

O. STUDY SESSION

Public Works Department

1. **SUBJECT:** Hydraulic Fracturing "Fracking" and Potential Impacts upon Source Water Quality. (127)

RECOMMENDATION: Receive a report on petroleum well stimulation methods, including hydraulic fracturing, and associated potential negative source water quality impacts and provide direction to staff.

DISCUSSION: The Water Resources Manager reviewed fracking process and oil well production in the local area.

The Council discussed local oil well activities including the underground storage of oil production "waste" materials.

Public comments were received from: Nancy Pedersen; Reynal Guillen; Lupe Anguiano; Maria Elena Cruz; Daniel Lechlitter; Jose Barrera; Jesus Cardenas; Pat Brown; Orlando Dozier; William Terry and Steve Nash.

ACTION: The City Council provided comments to staff.

N. CITY COUNCIL / COMMITTEE REPORTS

City Clerk Department

1. SUBJECT: Appointment Councilmember to Various Boards, Commissions, and Committees. (111)
RECOMMENDATION: Continue to future date.
ACTION: The Council concurred to continue this item.

P. PUBLIC COMMENTS ON STUDY SESSION

M. REPORT OF CITY MANAGER

Q. REVIEW OF INFORMATION/CONSENT AGENDA

The City Council discussed S-1 and S-3(d). Comments were received from: General Services Manager (S-4).

R. PUBLIC COMMENTS ON INFORMATION/CONSENT AGENDA

Public comments were received from: Pat Brown; Larry Stein and Daniel Lechlitter.

S. INFORMATION/CONSENT AGENDA

City Attorney Department

1. SUBJECT: City Manager Recruitment Consulting Services Agreement. (131)
RECOMMENDATION: Approve and authorize the Mayor to execute an agreement with Bob Murray & Associates (A-7616) in the amount of \$27,400 for City Manager recruitment consulting services.

City Clerk Department

2. SUBJECT: Minutes of the Regular Meetings of the Oxnard City Council for June 11, 18 and 25, 2013; and July 2, 2013. (163)
RECOMMENDATION: Approve.

City Manager Department

3. SUBJECT: Agreements for City Council Review. (195)
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.
4. SUBJECT: Project Plans and Specification No. GS09-04 for Construction of East Village Park. (201)
RECOMMENDATION: Adopt plans, specifications, and working details for Project Specification No. GS09-04 to construct a new park to be called East Village Park located at 2051 Jacinto Drive.
5. SUBJECT: Project Specification No. GS13-11 for Vineyards Park Improvements Walking Track. (203)
RECOMMENDATION: Adopt plans, specifications, and working details for Project Specification No. GS13-11 to rework the walking track at the Vineyards Park located at 2790 Smokey Mountain Road, River Park development.

Development Services Department

6. SUBJECT: Special Budget Appropriation for Oxnard Boulevard Bicycle and Pedestrian Path. (205)
RECOMMENDATION: Approve a special budget appropriation recognizing federal revenue and appropriating \$334,000 to "Oxnard Blvd. Pedestrian & Bike Path" to construct the bicycle and pedestrian path east of Oxnard Boulevard and south of Gonzales Road.
7. SUBJECT: Project Specification No. DS13-03 for Landscaping for Ventura Blvd., Santa Clara Avenue, and Auto Center Drive, and Special Budget Appropriation. (209)
RECOMMENDATION: 1) Adopt plans, specifications, and working details for Project Specification No. DS13-03 to install landscaping and irrigation at Ventura Boulevard, Santa Clara Avenue, and Auto Center Drive north of the 101 Freeway; and 2) Approve a special budget appropriation to recognize and appropriate federal revenue in the amount of \$273,330 and appropriate local matching funds of \$35,413 from Air Pollution Buy-down Fund Balance.
8. SUBJECT: Joint Use Agreement, Easement Deed for Southern California Edison Company (SCE) for Rice/Santa Clara Avenue Interchange Improvements at Highway 101. (215)
RECOMMENDATION: 1) Approve and authorize the Mayor to execute an agreement with SCE (A-7614) for joint use of public right of way at Santa Clara Avenue and Ventura Boulevard; and 2) Approve and authorize the Mayor to execute a grant of easement to SCE to replace property acquired for the Rice/Santa Clara Avenue Interchange improvements at Highway 101.

Fire Department

9. SUBJECT: Authorization to Accept a Reimbursement from Ventura County Emergency Medical Services Agency and Purchase of Computer Software. (233)
RECOMMENDATION: 1) Approve a special budget appropriation recognizing and appropriating reimbursement from the Ventura County Emergency Medical Services Agency (VCEMSA) for the purchase of required software program in the amount of \$75,000; and 2) Authorize the Fire Chief or designee to purchase the required software program.

Housing Department

10. SUBJECT: Affordable Housing and Rehabilitation Division Loan Program Policies. (235)
RECOMMENDATION: Approve revisions to the Affordable Housing and Rehabilitation Division loan program policies.

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

COMMUNITY DEVELOPMENT SUCCESSOR AGENCY

At 11:44 p.m. the joint meetings with the Community Development Successor Agency Commission concluded.

M. REPORT OF CITY MANAGER

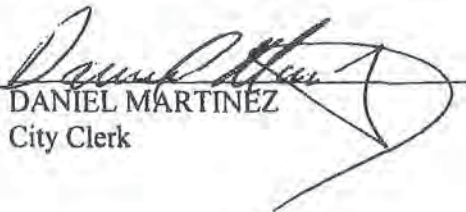
The Interim Public Works Director reported the MRF business plan would be presented to the Council on September 24, 2013.

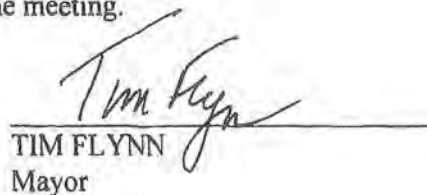
N. CITY COUNCIL / COMMITTEE REPORTS

The Council discussed: having weekly update reports regarding the MRF; McGrath State Park site; youth violence in the community; status of the former Halaco property; the hiring of a City Attorney; Public Access Channel; use of Measure "O" funds and the Oxnard Performing Arts Center.

T. ADJOURNMENT

At 12:08 a.m., the City Council concurred to adjourn the meeting.


DANIEL MARTINEZ
City Clerk


TIM FLYNN
Mayor



Meeting Date: 5/06/14

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 *DNavas* Agenda Item No. S-3
 Reviewed By: City Manager *gpb* City Attorney *SMF* Finance *IC* Other (Specify) _____

DATE: April 21, 2014

TO: City Council

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

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

RECOMMENDATION

That City Council accepts the quarterly Investment Report for the Third 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 March 31, 2014 is provided as Attachment 1. The source of the market values is Sungard, the vendor of the City's investment reporting system. Investments in the City's portfolio meet the requirements of the City of Oxnard's adopted investment policy. Detailed information regarding individual investments is maintained in the City Treasurer's Office.

The following statistics provide a summary on the status of the portfolio as of March 31, 2014:

Original cost of investments	\$ 111,983,909	Book Value
Total to be received at maturity	\$ 111,985,000	Par Value
If sold on March 31, 2014	\$ 111,262,133	Market Value
Gain/ (Loss) if sold on March 31, 2014	\$ (721,776)*	

*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 (3rd quarter)	\$ 220,491	
Average yield (3rd quarter)	.82%	(for the month .84%)
Average days to maturity (3rd quarter)	862	(for the month 859 days)

Subject: Quarterly Investment Report for the Third Quarter F/Y 2013-2014

April 21, 2014

Page 2

The quarterly average yield on the portfolio was .82 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 March 31, 2014

Attachment #2 – Benchmark Rate Comparison



Inventory by Market Value

As Of Date: 03/31/2014

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	313379134	06/06/2012	1.150000	2,000,000.00	1,989,100.00	7,347.22
			06/06/2017	1.160322	1,999,300.66	99,455,000	SUNGARD
16938	FHLB	313381RE7	01/30/2013	1.000000	2,000,000.00	1,964,660.00	3,388.89
			01/30/2018	1.000000	2,000,000.00	98,233,000	SUNGARD
16951	FHLB	313383AV3	06/12/2013	1.000000	2,000,000.00	1,950,560.00	6,055.56
			06/12/2018	1.000000	2,000,000.00	97,528,000	SUNGARD
16952	FHLB	313383A68	06/13/2013	1.080000	2,000,000.00	1,955,160.00	6,480.00
			06/13/2018	1.080000	2,000,000.00	97,758,000	SUNGARD
16954	FHLB	313383HQ7	06/27/2013	1.200000	2,000,000.00	1,976,600.00	6,266.67
			06/27/2018	1.200000	2,000,000.00	98,830,000	SUNGARD
16955	FHLB	313383HQ7	06/27/2013	1.200000	2,000,000.00	1,976,600.00	6,266.67
			06/27/2018	1.200000	2,000,000.00	98,830,000	SUNGARD
Subtotal				1.104997	12,000,000.00	11,812,680.00	35,805.01
				1.106717	11,999,300.66	98,439,000	

Inv Type: 13 FEDERAL NATIONAL MORTGAGE ASSN

16923	FNMA	3136G0KQ3	05/25/2012	1.200000	2,000,000.00	1,996,520.00	8,533.33
			05/23/2017	1.200000	2,000,000.00	99,826,000	SUNGARD
16931	FNMA	3136G0ZG9	08/28/2012	1.150000	2,000,000.00	1,991,960.00	2,108.33
			08/28/2017	1.150000	2,000,000.00	99,598,000	SUNGARD
16935	FNMA	3136G02U4	11/14/2012	.625000	2,000,000.00	1,990,820.00	4,756.94
			11/14/2016	.625000	2,000,000.00	99,541,000	SUNGARD
16936	FNMA	3136G0457	11/21/2012	.750000	2,000,000.00	1,988,300.00	1,666.67
			02/21/2017	.750000	2,000,000.00	99,415,000	SUNGARD
16939	FNMA	3135G0TV5	01/30/2013	1.030000	2,000,000.00	1,967,420.00	3,490.56
			01/30/2018	1.030000	2,000,000.00	98,371,000	SUNGARD
16942	FNMA	3136G1BK4	02/05/2013	1.000000	2,000,000.00	1,965,820.00	3,111.11
			02/05/2018	1.000000	2,000,000.00	98,291,000	SUNGARD
16947	FNMA	3136G1LE7	05/15/2013	1.010000	1,000,000.00	976,330.00	3,815.56
			05/15/2018	1.010000	1,000,000.00	97,633,000	SUNGARD
16948	FNMA	3135G0XG3	05/21/2013	1.000000	1,000,000.00	977,310.00	3,611.11
			05/21/2018	1.000000	1,000,000.00	97,731,000	SUNGARD
Subtotal				.965714	14,000,000.00	13,854,480.00	31,093.61
				.965714	14,000,000.00	98,960,571	

Inv Type: 17 FEDERAL FARM CREDIT BANK BONDS

16928	FFCB	3133EAP28	08/22/2012	1.100000	2,000,000.00	1,987,020.00	2,383.33
			08/22/2017	1.100000	2,000,000.00	99,351,000	SUNGARD
16929	FFCB	3133EAP28	08/22/2012	1.100000	2,000,000.00	1,987,020.00	2,383.33

Inventory by Market Value

As Of Date: 03/31/2014

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
16933	FFCB	3133EA3J5	08/22/2017	1.100000	2,000,000.00	99,351,000	SUNGARD
			10/10/2012	.900000	2,000,000.00	1,955,340.00	8,550.00
16934	FFCB	3133EA4H8	10/10/2017	.900000	2,000,000.00	97,767,000	SUNGARD
			10/11/2012	.820000	2,000,000.00	1,973,500.00	3,644.44
16940	FFCB	3133ECEQ3	07/11/2017	.820000	2,000,000.00	98,675,000	SUNGARD
			02/06/2013	1.100000	2,000,000.00	1,974,400.00	3,361.11
16941	FFCB	3133ECEQ3	02/06/2018	1.100000	2,000,000.00	98,720,000	SUNGARD
			02/06/2013	1.100000	2,000,000.00	1,974,400.00	3,361.11
16944	FFCB	3133ECL44	02/06/2018	1.100000	2,000,000.00	98,720,000	SUNGARD
			04/11/2013	1.000000	2,000,000.00	1,957,620.00	9,444.44
16949	FFCB	3133ECQ56	04/11/2018	1.000000	2,000,000.00	97,881,000	SUNGARD
			05/22/2013	1.080000	2,000,000.00	1,948,540.00	7,740.00
16950	FFCB	3133ECRP1	05/22/2018	1.080000	2,000,000.00	97,427,000	SUNGARD
			06/11/2013	1.150000	1,250,000.00	1,229,112.50	4,392.36
16953	FFCB	3133ECSQ8	06/11/2018	1.150000	1,250,000.00	98,329,000	SUNGARD
			06/25/2013	1.375000	2,000,000.00	1,977,060.00	7,333.33
16957	FFCB	3133ECY57	06/25/2018	1.375000	2,000,000.00	98,853,000	SUNGARD
			08/28/2013	1.580000	2,000,000.00	2,007,340.00	2,896.67
16958	FFCB	3133ECYG3	08/28/2017	1.580000	2,000,000.00	100,367,000	SUNGARD
			08/28/2013	2.125000	2,000,000.00	2,012,080.00	3,895.83
16963	FFCB	3133EDDF6	01/14/2014	1.920000	2,000,000.00	100,604,000	SUNGARD
			01/14/2019	1.920000	2,000,000.00	1,994,760.00	8,213.33
16964	FFCB	3133EDHGO	03/19/2014	1.390000	2,000,000.00	99,738,000	SUNGARD
			03/19/2018	1.390000	2,000,000.00	1,983,700.00	926.67
16965	FFCB	3133EDCJ9	12/26/2013	1.180000	2,000,000.00	99,185,000	SUNGARD
			09/26/2017	1.180000	2,000,000.00	1,987,260.00	327.78
Subtotal					29,250,000.00	28,949,152.50	68,853.73
					1.264188	98,971,462	

Inv Type: 23 OTHER GOVERNMENT AGENCIES

16922	FHLMC	3134G3UQ1	05/15/2012	1.150000	2,000,000.00	1,998,760.00	8,688.89
			05/15/2017	1.150000	2,000,000.00	99,938,000	SUNGARD
16927	FHLMC	3134G3ZR4	08/07/2012	1.000000	2,000,000.00	1,981,140.00	3,000.00
			08/07/2017	1.000000	2,000,000.00	99,057,000	SUNGARD
16945	FHLMC	3134G42G2	04/30/2013	1.050000	2,000,000.00	1,952,080.00	8,808.33
			04/30/2018	1.050000	2,000,000.00	97,604,000	SUNGARD
16956	FHLMC	3134G4C55	07/25/2013	1.800000	2,000,000.00	1,987,220.00	6,600.00
			07/25/2018	1.800000	2,000,000.00	99,361,000	SUNGARD



Inventory by Market Value

As Of Date: 03/31/2014

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 Acct Int Price Source
16966	FHLMC	FHLMC	03/27/2014	1.300000	2,000,000.00	2,000,000.00	288.89
			03/27/2018	1.300000	2,000,000.00	100,000000	BOOK
			Subtotal	1.260000	10,000,000.00	9,919,200.00	27,386.11
				1.260000	10,000,000.00	99,192000	

Inv Type: 60 NEGOTIABLE CERTIFICATE OF DEPO

16959	NCD	17284CTY0	11/14/2013	2.150000	245,000.00	245,000.00	1,991.55
			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	2,067.40
			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	1,866.03
			11/13/2018	2.000000	245,000.00	100,000000	BOOK
			Subtotal	2.116667	735,000.00	735,000.00	5,924.98
				2.116667	735,000.00	100,000000	

Inv Type: 85 DEPOSIT NOTES

16943	MTN	25468PCV6	03/05/2013	1.100000	2,000,000.00	1,979,440.00	7,333.33
			12/01/2017	1.100000	2,000,000.00	98,972000	SUNGARD
			Subtotal	1.100000	2,000,000.00	1,979,440.00	7,333.33
				1.100000	2,000,000.00	98,972000	

Inv Type: 86 DEPOSIT NOTES QUARTERLY

16932	MTN	36962G5Y6	06/07/2012	1.450000	2,000,000.00	2,012,180.00	2,575.01
			05/30/2017	1.456211	1,999,608.58	100,609000	SUNGARD
			Subtotal	1.450000	2,000,000.00	2,012,180.00	2,575.01
				1.456211	1,999,608.58	100,609000	

Inv Type: 99 PASSBOOK INTEREST

16434	LOCAL AGENCY INVEST		07/01/2002	.260000	42,000,000.00	42,000,000.00	24,050.06
			04/01/2014	.260000	42,000,000.00	100,000000	BOOK
			Subtotal	.260000	42,000,000.00	42,000,000.00	24,050.06
				.260000	42,000,000.00	100,000000	
Grand Total			Count 40	.838798	111,983,909.24	111,262,132.50	203,021.84
				.839093	111,983,909.24	99,354496	

* Includes Accrued Discount:

\$509.24

Earned Interest Yield This Period:

0.81%

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

Inventory by Market Value

As Of Date: 03/31/2014

Date Basis: Settlement

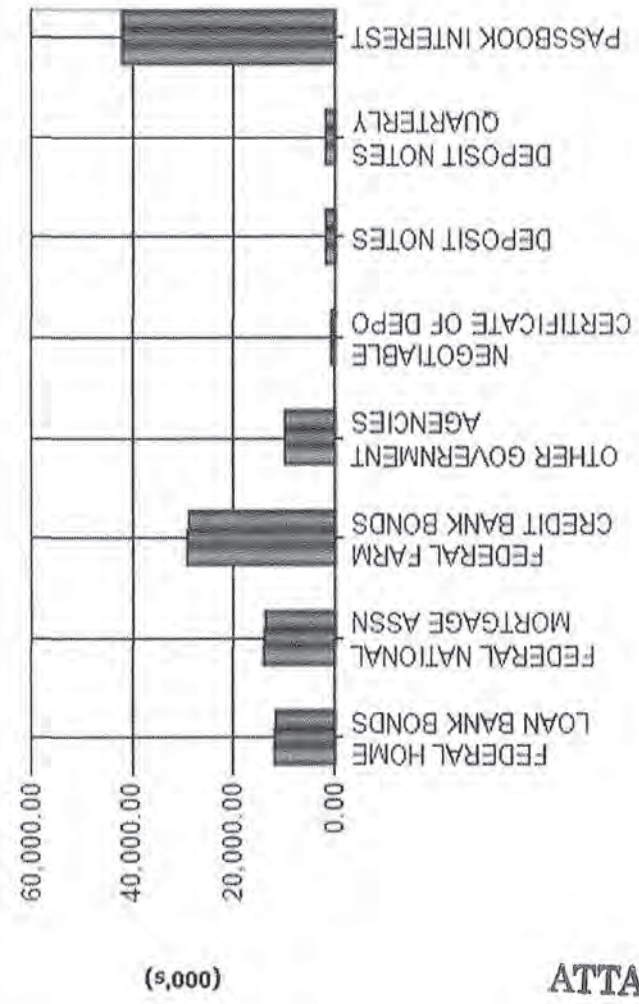
Run: 04/02/2014 11:12:25 AM

Reporting Currency: Local

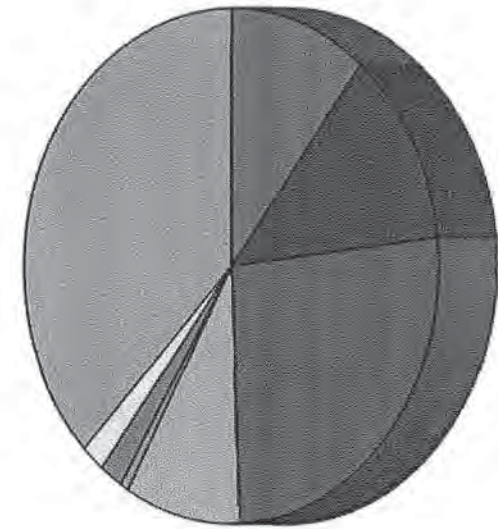
City of Oxnard - Treasurer's Office

Assets (000's)	Current Par	Current Book	Market	MKT/Book	Yield
FEDERAL HOME LOAN BANK BONDS	12,000,000.00	11,999,300.66	11,812,680.00	98.44%	1.11%
FEDERAL NATIONAL MORTGAGE ASSN	14,000,000.00	14,000,000.00	13,854,480.00	98.96%	0.97%
FEDERAL FARM CREDIT BANK BONDS	29,250,000.00	29,250,000.00	28,949,152.50	98.97%	1.26%
OTHER GOVERNMENT AGENCIES	10,000,000.00	10,000,000.00	9,919,200.00	99.19%	1.26%
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	1,979,440.00	98.97%	1.10%
DEPOSIT NOTES QUARTERLY	2,000,000.00	1,999,608.58	2,012,180.00	100.63%	1.46%
PASSBOOK INTEREST	42,000,000.00	42,000,000.00	42,000,000.00	100.00%	0.26%
Totals	111,985,000.00	111,983,909.24	111,262,132.50	99.36%	0.84%

Asset Allocation



CURRENT PAR%



- FEDERAL HOME LOAN BANK BONDS - 11%
- FEDERAL NATIONAL MORTGAGE ASSN - 13%
- FEDERAL FARM CREDIT BANK BONDS - 26%
- OTHER GOVERNMENT AGENCIES - 9%
- NEGOTIABLE CERTIFICATE OF DEPO - 1%
- DEPOSIT NOTES - 2%
- DEPOSIT NOTES QUARTERLY - 2%
- PASSBOOK INTEREST - 38%

**CITY OF OXNARD BENCHMARK COMPARISON
VS. LAIF AND 2-YR TREASURIES
as of March 31, 2014**

[illegible]

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

Prepared By: Sabrina Rodriguez *SR*

Agenda Item No. S-4

Reviewed By: City Manager *DRB*

City Attorney *SMF*

Finance *JL*

Other (Specify) _____

DATE: April 22, 2014

TO: City Council

FROM: Matthew G. Winegar, Director
Development Services *MGW*

SUBJECT: Authorization to Appropriate General Plan Maintenance Fee Revenue

RECOMMENDATION

That City Council recognize and appropriate \$125,000 collected from the General Plan Maintenance Fee in Fiscal Year 2013-2014 for the preparation of a comprehensive update of the Local Coastal Program and the completion of the 2014-2021 Housing Element.

DISCUSSION

In 2002, AB 2936 amended Section 66014(b) of the Government Code to allow local governments to charge permit fees for "...costs reasonably necessary to prepare and revise the plans and policies that a local agency is required to adopt before it can make any necessary findings and determinations." Since State law authorizes the use of permit fees to fund the preparation and revision of plans and policies that a local agency is required to adopt, the City may use the fees it collects pursuant to Section 66014(b) of the Government Code to fund its preparation and revision of the City's 2030 General Plan and Local Coastal Program.

To date, Development Services has collected approximately \$146,000 in General Plan Maintenance permit fees. This request allocates \$50,000 from the General Plan Maintenance fee fund to prepare, submit, revise, and certify the 2014-2021 Housing Element, which is Chapter 8 of the 2030 General Plan. An additional \$75,000 is requested to begin a comprehensive update of the Oxnard Local Coastal Program (LCP) which, when joined with \$50,000 previously appropriated from Measure 'O' funds, will allow staff and consultants to prepare a sea level rise vulnerability analysis and adaptation program that is needed prior to public outreach and policy, land use, and zoning updates to the LCP's four planning areas: Ormond Beach, Channel Islands Harbor, Mandalay Bay, and North of Fifth Street.

The Coastal Commission and Ocean Protection Council just released a grant availability notice for \$2.2 million to assist in LCP updates. The grant application is due July 7th and staff will apply for a \$150,000 grant for the balance of the LCP update that includes public outreach and review.

FINANCIAL IMPACT

General Plan Maintenance Fees in the amount of \$125,000 have been received in General Fund for Fiscal Year 2013-2014 of which \$75,000 is recommended for appropriation to the Local Coastal Program Project No. 14IN01 and \$50,000 to the Housing Element Update Project No. 14IN03.

MW/sr
Attachment #1 -Special Budget Appropriation

REQUEST FOR SPECIAL BUDGET APPROPRIATION

Department: Development Services
Project/Program _____
Manager: Chris Williamson

Date: May 6, 2014
Phone: 385-8156

Reason for Appropriation:

Appropriate General Plan Maintenance Fee revenue to Local Coastal Plan and Housing Element Update projects.

Accounts and Descriptions

AMOUNT

Fund: **GENERAL FUND (101)**

Revenues/Transfers In

PLANNING (4101)

101-4101-555.7380 COMM DEV/GENERAL PLAN MAINTENANCE 125,000

Sub-total Revenues 125,000

Expenditures/Transfers Out

LOCAL COASTAL PLAN UPDATE (14IN01))

101-4101-804.8209 SERVICES - OTHER PROF/CONTRACT 75,000

HOUSING ELEMENT UPDATE (14IN03)

101-4101-804.8209 SERVICES - OTHER PROF/CONTRACT 50,000

Sub-total Expenditures 125,000

Net Change to Fund Balance 0

Net Appropriation Change 125,000

Approvals

Department Director

Chief Financial Officer

City Manager

ATTACHMENT # 1

PAGE 1

OF 1

SBA# (Finance Use Only) _____

BA Doc# (Finance Use Only) _____

Revised : 2/23/2012

REQUIRES CITY COUNCIL AUTHORIZATION