

MINUTES
OXNARD CITY COUNCIL
FINANCE AND GOVERNANCE COMMITTEE
Regular Meeting
DECEMBER 14, 2021

A. ROLL CALL, POSTING OF AGENDA, FLAG SALUTE

At 5:03 p.m., Chair John C. Zaragoza called to order the regular meeting of the Oxnard City Council Finance and Governance Committee in the City Hall Council Chambers at 305 W. Third Street, Oxnard, California. The City Clerk called the roll and announced the posting of the agenda. Chair Zaragoza was present in person. Member Gabriela Basua and Member Gabriel Teran participated via videoconference.

Staff members present in person were Stephen M. Fischer, City Attorney and Rose Chaparro, City Clerk.

Staff members that participated via videoconference were Alexander Nguyen, City Manager; Shiri Klima, Deputy City Manager; Alexander Hamilton, Fire Chief; Betsy George, Chief Financial Officer; Eden Alomeri, Revenue & Licensing Director & Assistant City Treasurer; Michael Wolfe, Public Works Director; Tatiana Arnaout, Senior Civil Engineer; and Juanita Guzman, Administrative Services Manager.

Henry Oum (CPA), Auditing and Accounting Manager, at Price Paige & Company; and Megan Quinn, Senior Project Manager, at Harris & Associates also participated via videoconference.

B. PUBLIC COMMENTS ON ITEMS NOT ON THE AGENDA (None received.)

C. CONSENT AGENDA

1. City Clerk Department

SUBJECT: Approval of Minutes.

RECOMMENDATION: That the Finance & Governance Committee approve the minutes of the November 23, 2021 regular meeting as presented.

It was moved by Chair Zaragoza, seconded by Member Basua, to approve the Information/Consent item as presented. VOTE: Teran, Basua, and Zaragoza voted in favor; the motion carried 3-0.

D. REPORTS

1. Fire Department

SUBJECT: Appropriation of Wildland Fire Reimbursement Revenue.

RECOMMENDATION: That the Finance and Governance Committee recommend that the City Council amend the FY 2021-22 Budget to recognize an additional \$695,615 of General Fund revenue from wildland fire reimbursement and appropriate \$370,128 to the Fire Department to restore the Department's original training budget; to improve and expand training related to

mutual aid response; and to acquire equipment and supplies.

Alexander Hamilton, Fire Chief, answered the Committee's questions. No public comments were received.

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

2. City Manager Department

SUBJECT: Whistleblower Summary Update.

RECOMMENDATION: That the Finance and Governance Committee recommend that the City Council amend the FY 2021-22 Budget to recognize an additional \$695,615 of General Fund revenue from wildland fire reimbursement and appropriate \$370,128 to the Fire Department to restore the Department's original training budget; to improve and expand training related to mutual aid response; and to acquire equipment and supplies.

Shiri Klima, Deputy City Manager introduced Henry Oum (CPA), Auditing and Accounting Manager, at Price Paige & Company, who presented and answered the Committee's questions. No public comments were received. Discussion ensued among the Committee and staff. Report was received and filed, no formal action was required.

3. City Attorney Department

SUBJECT: Council Procedures Manual Update.

RECOMMENDATION: That the Finance and Governance Committee review the proposed update to the Council Procedures Manual and provide direction.

Stephen M. Fischer, City Attorney, answered the Committee's questions. The City Attorney stated the item would come back to the Committee at a future meeting for Members to provide additional direction and consider recommending Council action to update the Procedures Manual. No public comments were received. Discussion ensued among the Committee and staff. The Committee reviewed the Council Procedures Manual. No formal action was required.

4. Finance Department

SUBJECT: Fiscal Year 2020-21 Annual Report on Development Impact Fees (AB1600).

RECOMMENDATION: That the Finance and Governance Committee recommend that the City Council receive and file the annual development impact fee report (AB1600) for the fiscal year ended June 30, 2021.

Betsy George, Chief Financial Officer introduced Megan Quinn, Senior Project Manager, at Harris &

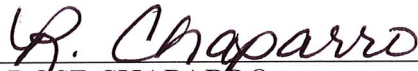
Associates, who presented and answered the Committee's questions. No public comments were received. Discussion ensued among the Committee and staff.

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

E. ITEMS FOR FUTURE AGENDAS (No requests were made.)

F. ADJOURNMENT

There being no further business on the agenda, and without objection, Chair Zaragoza adjourned the meeting at 5:57 p.m.



ROSE CHAPARRO
City Clerk



JOHN C. ZARAGOZA
Chair