

MINUTES
OXNARD CITY COUNCIL
FINANCE AND GOVERNANCE COMMITTEE
Regular Meeting
APRIL 26, 2022

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. Member Gabriela Basua, Member Gabriel (Gabe) Teran, and Chair John C. Zaragoza were present in person.

Councilmember Basua joined the meeting at 5:08 p.m.

Staff members present in person were Ashley Golden, Assistant City Manager; Shiri Klima, Deputy City Manager; Stephen M. Fischer, City Attorney; Jason Zaragoza, Deputy City Attorney; Betsy George, Chief Financial Officer; Michael Wolfe, Public Works Director; Brian Yanez, Assistant Public Works Director; Todd Vasquez-Housley, Environmental Resources Division Manager; Jay Duncan, Call Center Manager; and Rose Chaparro, City Clerk were also present.

Staff members that participated via videoconference were Alexander Nguyen, City Manager; Beth Ward, Police Department Records and Property Manager; Victor Zambrano, Public Works Utilities Finance Officer; Sabrina Rodriguez, Community Development Department Management Analyst; Chandra Crudup, Public Works Financial Analyst; Amy Van Atta, Fire Department Management Analyst; Janet Almaras, Public Works Management Analyst; Alexander Hamilton, Fire Chief; and Eden Alomeri, Revenue & Licensing Director & Assistant City Treasurer.

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 April 12, 2022 regular meeting as presented.

It was moved by Member Teran, seconded by Member Zaragoza, to approve the Information/Consent item as presented. VOTE: Teran and Zaragoza voted in favor; the motion carried 2-0. Councilmember Basua was absent during this vote.

D. REPORTS

1. City Manager Department

SUBJECT: Revenue Assessment and Revenue Development project and Creation of a comprehensive Oxnard Master Fee Schedule. (0/10/5)

RECOMMENDATION: That the Finance and Governance Committee recommend that the City Council adopt a Master Fee Schedule.

Ashley Golden, Assistant City Manager, introduced the team that worked on this special project. Assistant City Manager Golden introduced Beth Ward, Records and Property Manager, Police Department; Victor

Zambrano, Utilities Finance Officer, Public Works; Sabrina Rodriguez, Management Analyst, Community Development; Chandra Crudup, Financial Analyst, Public Works; Amy Van Atta, Management Analyst, Fire Department; and Janet Almaras, Management Analyst, Public Works. Council thanked and acknowledged the team for their work on this special project.

The team presented and answered the Committee's questions. No public comments were received. Discussion ensued among the Committee and staff.

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

2. Public Works Department

SUBJECT: Utility Rates Assistance Program (Project Assist) Update. (0/10/5)

RECOMMENDATION: That the Finance and Governance Committee recommend that the City Council:

1. Adopt a resolution for the Utility Ratepayers Assistance Program (Project Assist) for Fiscal Year 2022-23 to assist eligible Oxnard residents and authorize staff to grant financial relief equal to a monthly \$15.00 maximum credit per utility bill charged to customers who meet the eligibility requirements discussed in this staff report; and
2. Authorize staff to direct up to \$145,000 from penalty fees charged to City utility customers who pay their bills late to fund the Utility Ratepayers Assistance Program (Project Assist) in Fiscal Year 2022-23.

Michael Wolfe, Public Works Director, presented and answered the Committee's questions. Jay Duncan, Call Center Manager and Eden Alomeri, Revenue & Licensing Director & Assistant City Treasurer were also available to answer questions. No public comments were received. Discussion ensued among the Committee and staff.

Member Teran made a motion to recommend to Council to consider increasing the credit amount from \$15, to a \$20 - \$25 dollar credit, per utility bill.

It was moved by Member Teran, seconded by Member Basua, to approve the recommended action as presented. VOTE: Basua, Teran, and Zaragoza 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 5:33 p.m.


ROSE CHAPARKO
City Clerk


JOHN C. ZARAGOZA
Chair