MINUTES

OXNARD CITY COUNCIL
Regular Meeting
October 27, 2015

A. ROLL CALL/POSTING OF AGENDA

At 4:33 p.m., the regular meeting of the Oxnard City Council convened in the Council Chambers. Councilmembers Tim Flynn, Carmen Ramirez, Bryan A. MacDonald, Dorina Padilla and Bert Perello were present. The City Clerk stated that the agenda was posted on Thursday in the Library and City Clerk's Office. Mayor Flynn presided and called the meeting to order. Staff members present were: Daniel Martinez, City Clerk; Greg Nyhoff, City Manager; Maria Hurtado, Assistant City Manager; Scott Whitney, Assistant City Manager and Stephen Fischer, Interim City Attorney.

B. PUBLIC COMMENTS ON CLOSED SESSION ITEMS

C. CLOSED SESSION

At 4:34 p.m. the City Council recessed to a closed session, pursuant to Government Code section 54956.9(d)(4), based on existing facts and circumstances, to decided whether to initiate litigation in one potential case.

At 5:42 p.m. the City Council reconvened and recessed to the evening session.

D. OPENING CEREMONIES

At 5:43 p.m., the regular meeting of the Oxnard City Council reconvened in the Council Chambers, concurrently with the Housing Authority. The meeting opened with the pledge of allegiance to the flag of the United States, followed by a moment of silence. Mayor Flynn presided. Additional staff members present were: Danielle Navas, City Treasurer; Joseph Lillio, Chief Financial Officer; Arturo Castillo, Housing Director; Keith Brooks, Interim IT Manager; Ashley Golden, Development Services Manager; Daniel Rydberg, Interim Utilities Director; Susan Duenas, Disaster Preparedness Coordinator; Karl Lawson, Compliance Services Manager and Eden Alomeri, Assistant City Treasurer

E. CEREMONIAL CALENDAR

L. REPORTS

Fire Department

1. SUBJECT: Verbal Report on Evacuation Procedures for the City of Oxnard in the Event of a Major Emergency.
   RECOMMENDATION: Receive and consider report.
   DISCUSSION: The Disaster Preparedness Coordinator reviewed possible evacuation situations including removing individuals from an evacuation area; having collection (area) points; keeping individuals out of an evacuation area; having evacuation procedures; recovery activities and training/exercise activities

Public comments were received from: Larry Stein; Pat Brown; Philip Molina; Martin Jones and Inez Tuttle.

The City Council commented on: the need for community preparedness; being prepared for any numbers of possible disasters and measureable bench marks.

ACTION: Received information and provided comments.

F. PUBLIC COMMENTS ON ITEMS NOT ON THE AGENDA

Public comments were received from: Jim Earmen (removal of trees); Robert Rexford (Parks Department closure of Oxnard College Park due to electrical savings); Larry Stein (soccer field at Lemonwood School); Firman Brown (energy solar panels); Mel Swan (use of parking lot & library use); Lucy Bermal; Al Velasquez (NRG meeting regarding dismantling power plants and restore beach site); Martin Jones (closed session actions); Aaron Starr (218 ballot process); George Miller; Robert Chatenever (Seabridge maintenance fees); Inez Tuttle; Phil Durante (PAC West Village) and Steve Nash (public noticing of projects).

K. APPOINTMENT ITEMS

Finance Department

1. SUBJECT: Maintenance Assessment District Overview. (001)
RECOMMENDATION: Receive a report on proposed solutions and timelines for maintenance assessment districts.
DISCUSSION: The City Manager and Chief Finance Officer commented on the goals of solving funds balances; benefits and services to be provided to individual districts.

Pablo Perez, NBS, reviewed that district(s) were created for infrastructure and services to be provided to the community district(s) including corrective measures; administrative fee(s) and other benefits.

Public comments were received from: Michael Gleason; Julie Miller; Larry Stein; Martin Koplan; Phillip Molina; Nancy Kobashigawa; Lydia Kaplan; Inez Tuttle: Steve Huber; Dan Pinedo; Steve Nash; George Miller; John Lavery; Philip Durante and Daniel Kalbacher.

The Council discussed need to: providing the best service to the community district(s): best use of funds; cost of services; accountability of staff and level of service to be provided.

ACTION: Received report and provided comments to staff.

G. REVIEW OF INFORMATION/CONSENT AGENDA

Comments provided by: City Clerk (I-1) and Interim Information Manager 2(a).

H. PUBLIC COMMENTS ON INFORMATION/CONSENT AGENDA

Public comment was received from: Larry Stein (I-1 & I-3).

I. INFORMATION/CONSENT AGENDA

City Clerk Department

1. SUBJECT: Minutes of the Regular Meetings of the Oxnard Housing Authority for June 9, 16 and 23, July 7, 14, 21 and 28, September 1, 15 and 22, and October 6, 13 and 20, 2015. (015)
RECOMMENDATION: Approve.

City Manager Department

2. SUBJECT: Agreements for City Council Review. (035)
RECOMMENDATION: Approve and authorize the 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.

3. SUBJECT: Second Amendment to Novacoast, Inc. Agreement. (037)
RECOMMENDATION: Removed from agenda.

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

J. PUBLIC HEARINGS

K. APPOINTMENT ITEMS

L. REPORTS

Housing Department

2. SUBJECT: Winter Warming Shelter for the Homeless. (051)
RECOMMENDATION: 1) That the City Council direct staff to work with the City of Ventura and the County of Ventura, and local non-profit service provider organizations to organize a Winter Warming Shelter for the Homeless and authorize the City Manager, or designee, to execute any necessary agreements and contracts towards this end; and 2) That the Housing Authority Board of Commissioners approve and authorize the use of $40,000 of Housing Authority Central Fund reserves to fund the Winter Warming Shelter for the Homeless on a one-time basis.
DISCUSSION: The Housing Director outlined the funding and services to be provided for homelessness services

Public comments received from: Peggy Rivera; Larry Stein; Steve Huber and Susan Brinkmeyer.

The Compliance Services Manager commented on the need for future planning and CDBG funding.

The Council discussed: funding of "winter" shelter; location of "homeless facilities" zoning within City; contract of Peter Brown; "Laura's Law" regarding homeless/mental health services and future role of the City.

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

HOUSING AUTHORITY

At 10:06 p.m. the joint meeting with the Housing Authority concluded.

City Treasurer Department

3. SUBJECT: Agreement for Utility Bill and Business Tax Form Printing, Inserting and Mailing Services. (055)
RECOMMENDATION: 1) Approve and authorize the Mayor to execute a three year agreement between the City of Oxnard and Infosend, Inc. (7828-15-CT) for $926,923 for utility bill and business tax form printing, inserting and mailing services; and 2) Approve the Budget Appropriation from Customer Billing Fund 725 fund balance in the amount of $26,500.
DISCUSSION: The Assistant City Treasurer outlined the printing process, costs, RFP process, changing of vendors and payments systems options.

Public comments received from: Larry Stein and George Miller.

The Council discussed: possible savings, RFP process and billing charges to Utility divisions.

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

City Manager Department

4. SUBJECT: Presentation of Information Technology Four-Year Master Plan from NexLevel Information Technology, Inc. (089)
RECOMMENDATION: Continue to future meeting.
ACTION: The City Council concurred to continue.

M. REPORT OF CITY MANAGER/EXECUTIVE DIRECTOR/SECRETARY

The City Manager commented on "priority base budget process" meeting to be held Thursday, October 29, 2015. The City Manager, Assistant City Manager (Whitney) and Interim Utilities Director reviewed the "Proposed Utility Rate Increase" process including having a public hearing, review of costs, "time" line schedule and communications with the public.

N. CITY COUNCIL BUSINESS/COMMITTEE REPORTS

The City Council discussed: City tree removal program; policy regarding reporting of "closed session" actions; graffiti costs within landscape district(s); local coastal Plan update; home buying "inspection" policy (similar to City of Fillmore) and "Proposed Utility Rate Increase" information and process.

O. PUBLIC COMMENTS ON REPORTS

P. PUBLIC COMMENTS ON STUDY SESSION

Q. STUDY SESSION

R. ADJOURNMENT

At 10:45 p.m. the City Council concurred to adjourn the meeting.

Daniel Martinez

DANIEL MARTINEZ
City Clerk

Tim Flynn

TIM FLYNN
Mayor