MINUTES

OXNARD CITY COUNCIL
Regular Meeting
July 2, 2013

A. ROLL CALL/POSTING OF AGENDA

At 5:01 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; Karen Burnham, Interim City Manager; Steven Fischer, Assistant City Attorney; Barbara Murray, City Librarian; James Cameron, Chief Financial Officer; Matthew Winegar, Development Services Director; Grace Magistrale Hoffman, Deputy City Manager; and Michael Henderson, General Services Manager.

B. PUBLIC COMMENTS ON CLOSED SESSION ITEMS

C. CLOSED SESSION

J. APPOINTMENT ITEMS

1. SUBJECT: Budget Study Session – FYs 2013-14 & 2014-15 Two Year Operating Budget. (001)
RECOMMENDATION: 1) Receive presentations on the FYs 2013-14 & 2014-15 Two Year Operating Budget including Department presentations by Library, General Services, Development Services, and Finance; and 2) Discuss remaining funding requirements for preparation of the required budget hearing.
DISCUSSION: The City Librarian outlined various library programs including community outreach, circulation services, reference/information services, teen summer reading program, presentations of artists including local artists and providing "wifi" service. She commented on the age of computers being used by the public, vandalism at the libraries, library hours, vacant staff positions, function of the Library Board, Friends of the Library Foundation and information regarding other Ventura County libraries.

The Council discussed: services provided at the Colonia branch and use/replacement of computers at all libraries.

The General Services Manager reviewed services provided: 1) Parks and Special Districts (including maintenance of parks, dog park, baseball fields, snack bars, open restrooms, cleaning sand at beach); facilities maintenance; 2) Fleet Services (fuel costs, maintenance of older vehicles, CNG use, replace of vehicles); 3) Graffiti Action Program (older vehicles, school presentations, fines recovered, annual costs); and 4) Procurement & Project Managements and the golf course.

The Council discussed: staffing levels, park restrooms, park reservations and funding of parks.

The Development Services Director outlined various department issues including personnel issues, training and responsibilities of the Planning Commissioners, and plan checking (building inspections, building permits, energy planning, performance objectives and Permit/Plan check software).

The Council commented on the training of Planning Commission and permit checking process.

The Chief Financial Officer reviewed activities of the Finance Department including General Accounting (payroll, account receivables); Budget & Grants Management (budget controls, grants management) Purchasing & Mail Services, and Financial Resources & Liability Management (debt service, insurance, risk management).

The Council provided comments regarding: 1) having internal auditor controller; 2) CAFR report; 3) staffing levels; 4) training and 5) use of computer software.

Public comments were received from: Elliott Gabriel; Jim Hensley; Darlene Miller; Lucy Cartagen; Eileen Tracy; Pat Brown and Larry Stein.

ACTION: Received report and provided comments to staff.

D. OPENING CEREMONIES

At 8:15 p.m., the regular meeting of the Oxnard City Council reconvened in the Council Chambers convened in the Council Chambers concurrent with 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 for Mark Pumford; tragedy of Firefighters in Arizona; and Alan Holmberg (who had fallen ill). Mayor Flynn presided. Additional staff members present were: Jeri Williams, Police Chief; Rob Roshanian, Interim Public Works Director; Sofia Balderrama, Special Projects Manager; and Greg Barnes, Interim Senior Services Supervisor.

E. CEREMONIAL CALENDAR

1. SUBJECT: Certificate of Welcome Presented to Newly Appointed Mexican Consul for the Tri-county Area, Ana Berenice Diaz Ceballos Parada.
   ACTION: Mayor Flynn presented certificate to the Mexican Consul, Berenice Diaz Cabellos, and welcomed Ms. Cabellos to the community.

F. PUBLIC COMMENTS ON ITEMS NOT ON THE AGENDA

The following individuals provided comments: Woodrow Thomas; Darlene Miller; Dan Pinedo; Ralph James; Larry Stein; Vincent Stewart; Chuy Leon; Julio Alcala; Pat Brown; Robert Thompson; Francine Castason; Steve Nash; Patrick Barrios; Juan Delgado; and Eileen Tracy.

J. APPOINTMENT ITEMS

Finance Department

2. SUBJECT: Five Year Capital Improvement Program for Fiscal Years 2013-14 to 2017-18. (089)
   RECOMMENDATION: Receive and approve the Five-Year Capital Improvement Program (CIP) for Fiscal Years 2013-14 to 2017-18.
   DISCUSSION: The Chief Financial Officer identified possible CIP projects and funding options which included placement of new bonds, reviewed bond ratio, commented possible rate impact and use of Measure "O" funding.

The Deputy City Manager reviewed CIP funding that was available for Information Systems. The General Services Manager outlined park construction costs of Durley Park and the bidding process. The Interim Public Works Director stated that staff would review road repair policy and staff would be searching for new solutions.

Public comments received from: Eileen Tracy; William "Bill" Terry; and Steve Nash.

The Council discussed: 1) reviewing the current bond debt before considering issuing new bonds; 2) debt capacity of the City; 3) street repair requests; and 4) staffing levels.

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

G. TRANSMITTAL OF INFORMATION ONLY ITEMS

Finance Department

1. SUBJECT: Monthly Budget Status Report for the Period Ending May 31, 2013 (Fiscal Year 2012-13). (003)
RECOMMENDATION: Receive Report.
ACTION: Received and filed.

I. PUBLIC HEARINGS

Development Services Department

1. SUBJECT: Planning and Zoning Permit Nos. 13-620-01 (General Plan Amendment), 13-580-02 (Zone Text Amendment), and 13-570-02 (Zone Change): Request to Amend the All-Affordable Housing Opportunity Program (AAHOP) Section within the 2006-2014 Housing Element and Supplement Part II, Establish the AAHOP and–AH Additive Zone Designation by Uncodified Ordinance, and add the "–AH" Designation to AAHOP-Designated Parcel Zone Designations.
RECOMMENDATION: Continue to July 9, 2013.
ACTION: Approved as recommended. (MacDonald/Ramirez) Ayes: Ramirez MacDonald, Padilla, Perello and Flynn.

L. REPORT OF CITY MANAGER

1. SUBJECT: Verbal Report on Oxnard Community Development Commission Successor Agency and Status of Redevelopment Activities in the City of Oxnard.
RECOMMENDATION: Receive and consider report.
ACTION: Continue this item.

M. CITY COUNCIL BUSINESS/COMMITTEE REPORTS

1. SUBJECT: Discuss and Determine whether to Hold Closed Session Performance Evaluations of the City Manager and the City Attorney.
ACTION: Continue this item.

H. INFORMATION/CONSENT PUBLIC HEARINGS

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

City Manager Department

1. SUBJECT: Public Hearing and Adoption of Resolutions to Levy FY 2013-2014 Assessments for Landscape Maintenance District Nos. 1 through 3, and 7 through 26. (021)
RECOMMENDATION: 1) Hold a public hearing to receive public testimony regarding the proposed FY 2013-2014 assessments for Landscape Maintenance District Nos. 1 through 3, and 7 through 26; and 2)Adopt resolutions for FY 2013-2014 confirming assessments for Landscape Maintenance District Nos. 1 through 3, and 7 through 26 in the following tracts: **Resolution No. 14,400,** Tract No. 2247, District No. 1 (Summerfield); **Resolution No. 14,401,** Tract Nos. 4065, 4164, 4355 and 4225, District No. 2 (Channel Islands Business Park); **Resolution No. 14,402,** Tract No. 3384, District No. 3 (River Ridge); **Resolution No. 14,403,** Tract Nos. 4183 and 3943, District Nos. 7 and 8 (Northfield/Seagate Business Park); **Resolution No. 14,404,** Tract Nos. 3051-2, 3051-3, and 4351, District No. 9 (Strawberry Fields); **Resolution No. 14,405,** Tract No. 4405, District No. 10 (Country Club Estates); **Resolution No. 14,406,** Tract No. 4376, District No. 11 (St. Tropez); **Resolution No. 14,407,** Tract No. 4294, District No. 12 (Standard Pacific); **Resolution No. 14,408,** Tract No. 4424, District No. 13 (Le Village); **Resolution No. 14,409,** Tract No. 4492, District No. 14 (California Cove); **Resolution No. 14,410,** Tract No. 4443, District No. 15 (Pelican Pointe); **Resolution No. 14,411,** Tract No. 4810, District No. 16 (California Lighthouse); **Resolution No. 14,412,** Tract No. 4702, District No. 17 (Village of San Miguel); **Resolution No. 14,413,** Parcel Map Nos. 213-0-031-355, 375, 385, 405, 415 and 425, District No. 18 (St. John's Regional Medical Center); **Resolution No. 14,414,** Tract No. 4827, District No. 19 (Shopping at the Rose); **Resolution No. 14,415,** Parcel Map Nos. 231-0-020-200, 210, 240, District No. 20 (Wallenius Vehicle Preparation Center); **Resolution No. 14,416,** Tract No. 3384-7, 8, District No. 21 (Cypress Pointe); **Resolution No. 14,417,** Tract No. 4611, District No. 22 (McDonald's Median); **Resolution No. 14,418,** Tract No. 4529, District No. 23 (Greystone); **Resolution No. 14,419,** Tract No. 4529, District No. 24 (Vineyards); **Resolution No. 14,420,** Tract No. 4840, District No. 25 (The Pointe); and **Resolution No. 14,421,** Parcel Map No. 202-0-010-685, District No. 26 (Albertson's).*
ACTION: Close the public hearing. (MacDonald/Padilla) Ayes: MacDonald, Padilla, Flynn, and Ramirez. Approved as recommended. (MacDonald/Padilla) Ayes: MacDonald, Padilla, Flynn, and Ramirez. Abstain: Perello only for districts 14 & 24.

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

Police Department

2. SUBJECT: Edward Byrne Memorial Justice Assistance Grant Formula Program (JAG): FY 2013 Local Solicitation. (069)

RECOMMENDATION: Adopt **Resolution No. 14,422**: 1) Authorizing the City Manager to execute and submit an application for U.S. Department of Justice (DOJ) grant funds in the amount of $111,981 from the Edward Byrne Memorial Justice Assistance Grant (JAG) Formula Program's FY 2013 Local Solicitation; 2) Authorizing the City Manager to execute a Memorandum of Understanding (City of Oxnard Agreement A-7597) with the County of Ventura and the Cities of San Buenaventura, Thousand Oaks and Simi Valley, designating the City of Oxnard as the lead Agency and fiscal agent for the JAG; 3) Authorizing the City Manager or designee to execute grant agreements and appropriate funds upon notification of grant award; 4) Authorizing the Chief Financial Officer or designee to submit financial reports and grant claims and approve special budget appropriations for the use of JAG funds; and 5) Authorizing the Chief of Police or designee to submit all program related progress or status reports.
DISCUSSION: The Police Chief outlined the structure of the grant.
ACTION: Close the public hearing. (Perello/Padilla) Ayes: Padilla, Perello, Flynn, Ramirez and MacDonald. Approved as recommended. (Ramirez/Perello) Ayes: Padilla, Perello, Flynn, Ramirez and MacDonald.

K. REPORTS

N. PUBLIC COMMENTS ON REPORTS

O. PUBLIC COMMENTS ON STUDY SESSION

P. STUDY SESSION

Q. REVIEW OF INFORMATION/CONSENT AGENDA

Comments were received from: Development Services Director (I-4); Interim Senior Services Supervisor (I-6); Interim City Manager and Special Projects Manager (I-7).

R. PUBLIC COMMENTS ON INFORMATION/CONSENT AGENDA

The following individuals provided comments: Greg Runyon (read letter of Chuy Leon).

S. INFORMATION/CONSENT AGENDA

City Clerk Department

1. SUBJECT: Minutes of the Regular Meeting of the Oxnard City Council for May 7, 14, and 21, 2013. (093)
   RECOMMENDATION: Approve.

City Manager Department

2. SUBJECT: Agreements for City Council Review. (117)
   RECOMMENDATION: Approve and authorize the Interim City Manager, to execute the attached agreements/contracts and change orders/amendments in amounts more than $25,000 but less than $250,000.

3. SUBJECT: Approval of Emergency Agreement with Genuine Parts Company for On-Site Fleet Parts Program. (119)
   RECOMMENDATION: Approve and authorize the Mayor to execute an emergency agreement with Genuine Parts Company DBA NAPA Auto Parts (6212-13-CM) for $315,000 for vendor to provide on-site repair parts and tires to City from July 1, 2013, through August 30, 2013.

Development Services Department

4. SUBJECT: Authorization to Disburse and Appropriate Public Art Funds. (155)
   RECOMMENDATION: 1) Authorize the Cultural Arts Committee to disburse Public Arts funds in the amount of $150,000 for the purpose of providing funding to various cultural arts organizations, programs and artists; and 2) Approve a one-time appropriation in the amount of $150,000 from fund balance of the Public Art Fund.

5. SUBJECT: Vacation of a Portion of a Public Service Easement Within Lot 1 of Tract 4386 Located at the Northeast Corner of Paseo Mercado and Ventura Boulevard. (157)
   RECOMMENDATION: Adopt a resolution vacating a portion of a public service easement for water purposes as described in Exhibit A and depicted in Exhibit B of the resolution.

Recreation and Community Services Department

6. SUBJECT: Acceptance of the Retired and Senior Volunteer Program (RSVP) Grant for Fiscal Year 2013/2014. (163)
   RECOMMENDATION: 1) Recognize grant revenue in the amount of $69,277 and appropriate matching funds for the Retired and Senior Volunteer Program grant; and 2) Authorize the Interim City Manager or designee to execute grant agreements, the Finance Director or designee to submit financial reports, grant claims and approve budget adjustments per the Federal Government's Continuing Resolution for the use of grant funds.

7. SUBJECT: Agreement with the Oxnard School District to Receive Grant Funds for the City's Participation in the State Funded After School Education and Safety Program in FY 13-14. (167)
   RECOMMENDATION: 1) Approve and authorize the Mayor to execute an agreement with the Oxnard School District (A-7410) for the City to receive an amount not to exceed $2,000,000 for providing after school services as part of the California Department of Education's After School Education and Safety (ASES) Program at 20 schools in FY13-14, containing an option to renew the agreement annually; and 2) Approve a special budget appropriation to recognize state grant revenue and appropriation in the amount of $2,000,000 from the After School Education and Safety (ASES) Program and adjust the matching funds from CDBG Entitlement (CDBG) allocation.

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

COMMUNITY DEVELOPMENT COMMISSION SUCCESSOR AGENCY

At 11:04 p.m. the concurrent meetings with the Community Development Commission Successor Agency concluded.

L. REPORT OF CITY MANAGER

M. CITY COUNCIL BUSINESS/COMMITTEE REPORTS

The Council discussed: public channel access; process to hire City Manager; supporting Oxnard College; appointment of a Water Commissioner; July 4th events and holiday safety.

T. ADJOURNMENT

At 11:12 p.m. the City Council concurred to adjourn the meeting.

Daniel Martinez
DANIEL MARTINEZ
City Clerk

Tim Flynn
TIM FLYNN
Mayor