

DRAFT

MINUTES
OXNARD COMMUNITY DEVELOPMENT COMMISSION
Regular Meeting
November 6, 2007

Because there were no items requiring consideration on this date, there was no regular meeting.

DANIEL MARTINEZ
Secretary Designate

DR. THOMAS E. HOLDEN
Chairperson

MINUTES

OXNARD HOUSING AUTHORITY Regular Meeting June 12, 2007

A. ROLL CALL/POSTING OF AGENDA

At 7:03 p.m., the regular meeting of the Oxnard Housing Authority convened in the Council Chambers, concurrently with the City Council, Community Development Commission and Financing Authority. Commissioners Dean Maulhardt, Andres Herrera, Carlos Soria, John C. Zaragoza, Gaudencio Digos, and Timothy B. Flynn were present. Chairperson Holden was absent. The Secretary Designate stated that the agenda was posted on Thursday in the Library and City Clerk's Office. Chairperson Thomas E. Holden was absent. Vice-Chairperson Maulhardt presided and called the meeting to order. Staff members present were: Daniel Martinez, Secretary Designate; Edmund F. Sotelo, Executive Secretary; Karen Burnham, Assistant Executive Secretary; Gary L. Gillig, General Counsel.

B. PUBLIC COMMENTS ON CLOSED SESSION ITEMS

C. CLOSED SESSION

D. OPENING CEREMONIES

The meeting opened with the pledge of allegiance to the flag of the United States by Manny Ortiz, followed by a moment of silence.

E. CEREMONIAL CALENDAR

F. PUBLIC COMMENTS ON ITEMS NOT ON THE AGENDA

G. REVIEW OF INFORMATION/CONSENT AGENDA

H. PUBLIC COMMENTS ON INFORMATION/CONSENT AGENDA

I. INFORMATION/CONSENT AGENDA

Housing Department

4. SUBJECT: Request for Appropriation from the Section 8 and Housing Central Fund Reserves. (011)
RECOMMENDATION: Approve and authorize: (1) the use of Section 8 administrative fee reserves in the amount of \$191,000 to fund a portion of the fiscal year 2007 deficit in the Section 8 program; and (2) the use of Housing Central Fund Reserves in the amount of \$191,000 to fund the remainder of the Section 8 deficit for fiscal year 2007.

INFORMATION/CONSENT AGENDA ACTION: Commissioner Soria moved approval as recommended. Commissioner Digos seconded, and the motion was adopted by the following vote: Ayes: Herrera, Flynn, Maulhardt, Soria, Digos and Zaragoza. Absent: Holden.

J. TRANSMITTAL OF INFORMATION ONLY ITEMS

K. INFORMATION/CONSENT PUBLIC HEARINGS

L. PUBLIC HEARINGS

At 8:16 p.m., Chairman Holden presided at the meeting.

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COMMUNITY DEVELOPMENT COMMISSION

At 8:17 p.m., the concurrent meeting with the Community Development Commission concluded.

FINANCING AUTHORITY

At 8:58 p.m., the concurrent meeting with the Community Development Commission concluded.

M. REPORT OF SECRETARY

N. HOUSING AUTHORITY COMMISSION BUSINESS/COMMITTEE REPORTS

O. PUBLIC COMMENTS ON REPORTS

P. REPORTS

Housing Department

2. SUBJECT: Housing Legislative Program for FY 2007-2008. (119)
RECOMMENDATION: That Housing Authority Board of Commissioners: (1) Support federal appropriations of at least \$4.5 billion in funding for the Community Development Block Grant (CDBG) Program and \$1.967 billion for the HOME Program; (2) Support federal appropriations of at least \$5.0 billion for the Public Housing Operating Fund and \$3.5 billion for the Public Housing Capital Fund, with \$75 million for emergencies and natural disasters; (3) Support federal appropriations of at least \$55 million for the Resident Opportunity and Self-Sufficiency Program, and the removal of staffing restrictions on use of the grant funds; (4) Support federal legislation that would allow the Oxnard Housing Authority (OHA) to maintain the current flexibility in the management improvements and operations of the Public Housing Capital Fund; (5) Support federal appropriations of at least \$16.622 billion for the Tenant-Based Rental Assistance Program, and full funding for the Project Based Section 8 Program; (6) Support federal appropriations of at least \$20.2 million for the Fair Housing Initiatives Program and \$25 million for the Fair Housing Assistance Program; (7) Support federal appropriations of at least \$1.586 billion for the Homeless Assistance Grants, and oppose any set asides and transfer of funds to the Department of Labor for the Prisoner Reentry Initiative; (8) Conceptually support federal bill H.R. 1851, the Section 8 Voucher Reform Act (SEVRA), which would make a number of important reforms in the voucher program so that it can be administered more effectively and efficiently; (9) Support Federal Housing Finance Act (H.R. 1472), which, in addition to enacting reforms of the federal oversight of the Government Sponsored Enterprises (GSEs) such as Fannie Mae and Freddie Mac, creates a new affordable housing fund to be used to finance the construction, maintenance, and preservation of affordable housing for very low income families; (10) Support federal bill S. 593, which would create a new program under the U.S. Health and Human Services Department that would fund supportive services to the chronically homeless; (11) Request the U. S. Department of Housing and Urban Development (HUD) to eliminate the requirement for jurisdictions to have discharge plans as a prerequisite for receiving Continuum of Care funding; (12) Monitor federal immigration reform bills that might impact local housing conditions and provide periodic updates to City Council; (13) Support full funding for the state Emergency Services Grant, which includes funding for winter warming

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shelters, and the inclusion of language in the grant that allows for local control of grant funds in case the shelters are not fully funded; (14) Oppose the elimination of the state Adult System of Care for Homeless Mentally Ill program; and (15) Monitor bills related to the use of \$850 million for regional planning, housing and infill incentives that was approved under Proposition 1C in November, 2006.

DISCUSSION: The Housing Director reviewed various legislative programs and requested supporting/opposing position regarding several programs.

ACTION: Approval as recommended. (Zaragoza/Holden) Ayes: Zaragoza, Herrera, Flynn, Holden, Maulhardt, Digos, and Soria

CITY COUNCIL

At 9:14 p.m. the joint meetings with the City Council concluded.

Q. APPOINTMENT ITEMS

R. PUBLIC COMMENTS ON STUDY SESSION

S. STUDY SESSION

T. ADJOURNMENT

At 9:14 p.m. the Housing Authority concurred to adjourn the meeting.

DANIEL MARTINEZ
Secretary Designate

DR. THOMAS E. HOLDEN
Chairman

DEAN MAULHARDT
Vice-Chairman

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OXNARD HOUSING AUTHORITY
Regular Meeting
June 19, 2007

Because there were no items requiring consideration on this date, there was no regular meeting.

DANIEL MARTINEZ
Secretary Designate

DR. THOMAS E. HOLDEN
Chairman

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MINUTES

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OXNARD HOUSING AUTHORITY
Regular Meeting
June 26, 2007

A. ROLL CALL/POSTING OF AGENDA

At 7:05 p.m., the regular meeting of the Oxnard Housing Authority convened in the Council Chambers, concurrently with the City Council, Community Development Commission. Commissioners Thomas E. Holden, Dean Maulhardt, Andres Herrera, Carlos Soria, John C. Zaragoza, Gaudencio Digos, and Timothy B. Flynn were present. The Secretary Designate stated that the agenda was posted on Thursday in the Library and City Clerk's Office. Staff members present were: Daniel Martinez, Secretary Designate; Edmund F. Sotelo, Executive Secretary; Gary L. Gillig, General Counsel; and Sal Gonzalez, Housing Director.

B. PUBLIC COMMENTS ON CLOSED SESSION ITEMS

C. CLOSED SESSION

D. OPENING CEREMONIES

The meeting opened with the pledge of allegiance to the flag of the United States followed by a moment of silence.

E. CEREMONIAL CALENDAR

F. PUBLIC COMMENTS ON ITEMS NOT ON THE AGENDA

G. REVIEW OF INFORMATION/CONSENT AGENDA

H. PUBLIC COMMENTS ON INFORMATION/CONSENT AGENDA

Larry Stein, questioned the need to adjust the Housing Budget (I-8). The Housing Director commented on the budget adjustment.

I. INFORMATION/CONSENT AGENDA

City Clerk Department

1. **SUBJECT:** Minutes of the Regular Meetings of Housing Authority for April 3, 10, 17, 24, May 1, 8 and 15, 2007. (003)
RECOMMENDATION: Approve.

Housing Department

8. **SUBJECT:** Section 8 Housing Choice Voucher Program Budget for Fiscal Year 2008. (045)
RECOMMENDATION: (1) Adopt **Resolution No. 1211** approving and adopting the recommended \$15,481,279 operating budget for the Section 8 Housing Choice Voucher Program ("Section 8") for Fiscal Year 2008; and (2) Approve and authorize the use of \$79,190 of administrative reserves to fund the projected deficit.
9. **SUBJECT:** Low Rent Public Housing Budget for Fiscal Year 2008. (051)
RECOMMENDATION: Adopt **Resolution No. 1212** approving and adopting the recommended \$5,360,365 operating budget for the Low Rent Public Housing program for Fiscal Year 2008, as presented by project.

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INFORMATION/CONSENT AGENDA ACTION: Approved as recommended.
(Herrera/Zaragoza) Ayes: Flynn, Holden, Maulhardt, Herrera, Soria, Digos, and Zaragoza.

J. TRANSMITTAL OF INFORMATION ONLY ITEMS

K. INFORMATION/CONSENT PUBLIC HEARINGS

L. PUBLIC HEARINGS

M. REPORT OF SECRETARY

N. HOUSING AUTHORITY COMMISSION BUSINESS/COMMITTEE REPORTS

City Manager Department

- 1. SUBJECT: Cancellation of the Regular Meetings Scheduled for July 3, 2007. (175)
RECOMMENDATION: Cancel the regular meetings scheduled for July 3, 2007.
ACTION: Approval as recommended. (Zaragoza/Maulhardt) Ayes: Flynn, Holden, Maulhardt, Zaragoza, Herrera, Soria, and Digos.

O. REPORTS

P. PUBLIC COMMENTS ON REPORTS

CITY COUNCIL/COMMUNITY DEVELOPMENT COMMISSION

At 9:41 p.m. the joint meetings with the City Council concluded.

Q. APPOINTMENT ITEMS

R. STUDY SESSION

S. PUBLIC COMMENTS ON STUDY SESSION

T. ADJOURNMENT

At 9:41 p.m. the Housing Authority concurred to adjourn the meeting.

DANIEL MARTINEZ
Secretary Designate

DR. THOMAS E. HOLDEN
Chairman

MINUTES

OXNARD HOUSING AUTHORITY Regular Meeting July 10, 2007

A. ROLL CALL/POSTING OF AGENDA

At 7:08 p.m., the regular meeting of the Oxnard Housing Authority convened in the Council Chambers, concurrently with the City Council and Community Development Commission. Commissioners Thomas E. Holden, Dean Maulhardt, Carlos Soria, John C. Zaragoza, Andres Herrera, Gaudencio Digos, and Timothy B. Flynn were present. The Secretary Designate stated that the agenda was posted on Thursday in the Library and City Clerk's Office. Chairman Holden presided and called the meeting to order. Staff members present were: Daniel Martinez, Secretary Designate; Edmund F. Sotelo, Secretary/Executive Director; Gary L. Gillig, General Counsel; Karen Burnham, Assistant Executive Director; Grace Hoffman, Deputy Executive Director; and Efrén Gorre, Youth Training Manager.

B. PUBLIC COMMENTS ON CLOSED SESSION ITEMS

C. CLOSED SESSION

D. OPENING CEREMONIES

The meeting opened with the pledge of allegiance to the flag of the United States, followed by a moment of silence.

E. CEREMONIAL CALENDAR

F. PUBLIC COMMENTS ON ITEMS NOT ON THE AGENDA

G. REVIEW OF INFORMATION/CONSENT AGENDA

H. PUBLIC COMMENTS ON INFORMATION/CONSENT AGENDA

I. INFORMATION/CONSENT AGENDA

J. TRANSMITTAL OF INFORMATION ONLY ITEMS

K. INFORMATION/CONSENT PUBLIC HEARINGS

L. PUBLIC HEARINGS

Chairperson Holden opened the public hearing. The Secretary Designate reported on publication and that there were no written communications received.

City Manager Department

- 1. SUBJECT: Presentation and Adoption of the Fiscal Year (FY) 2007-2008 Housing Authority Operating and Capital Improvement Budgets, and Appropriation Limit. (055)
RECOMMENDATION: That the Housing Authority Commission conduct a public hearing on the FY 2007-2008 budget for the Housing Authority and adopt **Resolution No. 1213** approving the Housing Authority's Operating Budget for FY 2007-2008.
DISCUSSION: The Deputy Secretary briefly reviewed the proposed budget after input from Councilmember, service level options and adjustments. The Youth Training Manager reviewed the requested service level option (two positions and enhancement of programs).

Harold Ceja opposed a proposed pay raise for Councilmembers/Commissioners.

Gloria Roman requested Spanish translation of Authority meetings.

The Commissioners discussed: proposed service level(s); use of reserves; code enforcement; records; street repairs; and traffic concerns.

ACTION: Close the public hearing. (Maulhardt/Herrera) Approved as recommended. (Herrera/Maulhardt) Ayes: Herrera, Flynn, Holden, Maulhardt, Digos, Soria, and Zaragoza.

M. REPORT OF SECRETARY

N. HOUSING AUTHORITY BUSINESS/COMMITTEE REPORTS

CITY COUNCIL/COMMUNITY DEVELOPMENT COMMISSION

At 9:26 p.m. the joint meetings with the City Council and Community Development Commission concluded.

O. REPORTS

P. PUBLIC COMMENTS ON REPORTS

Q. APPOINTMENT ITEMS

R. STUDY SESSION

S. PUBLIC COMMENTS ON STUDY SESSION

T. ADJOURNMENT

At 9:26 p.m. the Housing Authority concurred to adjourn the meeting.

DANIEL MARTINEZ
Secretary Designate

DR. THOMAS E. HOLDEN
Chairman

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MINUTES

OXNARD HOUSING AUTHORITY Regular Meeting July 17, 2007

A. ROLL CALL/POSTING OF AGENDA

At 7:08 p.m., the regular meeting of the Oxnard Housing Authority convened in the Council Chambers, concurrently with the City Council and Community Development Commission. Commissioners Thomas E. Holden, Dean Maulhardt, Carlos Soria, John C. Zaragoza, Andres Herrera, Gaudencio Digos, and Timothy B. Flynn were present. The Secretary Designate stated that the agenda was posted on Thursday in the Library and City Clerk's Office. Chairperson Holden presided and called the meeting to order. Staff members present were: Daniel Martinez, Secretary Designate; Edmund F. Sotelo, Executive Secretary; Karen Burnham, Assistant Executive Secretary; and Gary L. Gillig, General Counsel.

B. PUBLIC COMMENTS ON CLOSED SESSION ITEMS

C. CLOSED SESSION

D. OPENING CEREMONIES

The meeting opened with the pledge of allegiance to the flag of the United States, followed by a moment of silence.

E. CEREMONIAL CALENDAR

F. PUBLIC COMMENTS ON ITEMS NOT ON THE AGENDA

G. REVIEW OF INFORMATION/CONSENT AGENDA

H. PUBLIC COMMENTS ON INFORMATION/CONSENT AGENDA

I. INFORMATION/CONSENT AGENDA

City Clerk Department

1. SUBJECT: Minutes of the Special Meeting of Housing Authority for June 6, 2007. (001)
RECOMMENDATION: Approve.

Housing Department

4. SUBJECT: Housing Authority Investment Policy. (025)
RECOMMENDATION: Adopt **Resolution No. 1214** adopting an investment policy for the Housing Authority of the City of Oxnard for Fiscal Year 2007-2008.
5. SUBJECT: Public Housing Assessment System Certification. (037)
RECOMMENDATION: Adopt **Resolution No. 1215**: (1) Certifying that the data contained in the Public Housing Assessment System Management Operations Certification Form (HUD 50072) for the fiscal year ending June 30, 2007, is accurate; and (2) Directing the Housing Director to submit the certification to the U. S. Department of Housing and Urban Development (HUD).

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- 6. SUBJECT: Section 8 Management Assessment Program Certification (SEMAP). (045)
RECOMMENDATION: Adopt **Resolution No. 1216**: (1) Certifying that the data contained in the SEMAP for the fiscal year ending June 30, 2007, is accurate; (2) Authorizing the Chairman of the Board of Commissioners to sign the resolution and certification; and (3) Directing the Housing Director to submit the certification form to the U. S. Department of Housing and Urban Development.

INFORMATION/CONSENT AGENDA ACTION: Approved as recommended. (Soria/Digos)
 Ayes: Maulhardt, Zaragoza, Herrera, Digos, Soria, Flynn, and Holden.

J. TRANSMITTAL OF INFORMATION ONLY ITEMS

K. INFORMATION/CONSENT PUBLIC HEARINGS

L. PUBLIC HEARINGS

M. REPORT OF SECRETARY

N. HOUSING AUTHORITY COMMISSION BUSINESS/COMMITTEE REPORTS

CITY COUNCIL/COMMUNITY DEVELOPMENT COMMISSION

At 7:57 p.m. the joint meetings with the City Council and Community Development Commission concluded.

O. PUBLIC COMMENTS ON REPORTS

P. REPORTS

Q. APPOINTMENT ITEMS

R. PUBLIC COMMENTS ON STUDY SESSION

S. STUDY SESSION

T. ADJOURNMENT

At 7:57 p.m. the Housing Authority concurred to adjourn the meeting.

DANIEL MARTINEZ
 Secretary Designate

DR. THOMAS E. HOLDEN
 Chairman

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OXNARD HOUSING AUTHORITY
Regular Meeting
July 24, 2007

Because there were no items requiring consideration on this date, there was no regular meeting.

JILL A. BEATY
Assistant Secretary Designate

DR. THOMAS E. HOLDEN
Chairman

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OXNARD HOUSING AUTHORITY
Regular Meeting
August 7, 2007

Because there were no items requiring consideration on this date, there was no regular meeting.

DANIEL MARTINEZ
Secretary Designate

DR. THOMAS E. HOLDEN
Chairman

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OXNARD HOUSING AUTHORITY
Regular Meeting
September 11, 2007

Because there were no items requiring consideration on this date, there was no regular meeting.

DANIEL MARTINEZ
Secretary Designate

DR. THOMAS E. HOLDEN
Chairman

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DRAFT

OXNARD HOUSING AUTHORITY
Regular Meeting
September 18, 2007

Because there were no items requiring consideration on this date, there was no regular meeting.

LOURDES A. LÓPEZ
Deputy Secretary Designate

DR. THOMAS E. HOLDEN
Chairman

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OXNARD HOUSING AUTHORITY
Regular Meeting
September 25, 2007

Because there were no items requiring consideration on this date, there was no regular meeting.

DANIEL MARTINEZ
Secretary Designate

DR. THOMAS E. HOLDEN
Chairman

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OXNARD HOUSING AUTHORITY
Regular Meeting
October 2, 2007

Because there were no items requiring consideration on this date, there was no regular meeting.

JILL A. BEATY
Assistant Secretary Designate

DR. THOMAS E. HOLDEN
Chairman

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OXNARD HOUSING AUTHORITY
Regular Meeting
October 9, 2007

Because there were no items requiring consideration on this date, there was no regular meeting.

DANIEL MARTINEZ
Secretary Designate

DR. THOMAS E. HOLDEN
Chairman

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OXNARD HOUSING AUTHORITY
Regular Meeting
October 16, 2007

Because there were no items requiring consideration on this date, there was no regular meeting.

DANIEL MARTINEZ
Secretary Designate

DR. THOMAS E. HOLDEN
Chairman

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OXNARD HOUSING AUTHORITY
Regular Meeting
October 23, 2007

Because there were no items requiring consideration on this date, there was no regular meeting.

JILL A. BEATY
Assistant Secretary Designate

DR. THOMAS E. HOLDEN
Chairman

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OXNARD HOUSING AUTHORITY
Regular Meeting
November 6, 2007

DRAFT

Because there were no items requiring consideration on this date, there was no regular meeting.

DANIEL MARTINEZ
Secretary Designate

DR. THOMAS E. HOLDEN
Chairman

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