

MINUTES

OXNARD CITY COUNCIL

Regular Meeting

January 11, 2011

A. ROLL CALL/POSTING OF AGENDA

At 5:47 p.m., the regular meeting of the Oxnard City Council convened in the Council Chambers concurrently with the Community Development Commission and Housing Authority.

Councilmembers Thomas E. Holden, Irene G. Pinkard, Bryan A. MacDonald, Timothy B. Flynn and Carmen Ramirez were present. The City Clerk stated that the agenda was posted on Thursday in the Library and City Clerk's Office. Mayor Holden presided and called the meeting to order. Staff members present were: Daniel Martinez, City Clerk; Edmund Sotelo, City Manager; Karen Burnham, Assistant City Manager; Alan Holmberg, City Attorney.

B. PUBLIC COMMENTS ON CLOSED SESSION ITEMSC. CLOSED SESSION

At 5:48 p.m. the City Council recessed to a closed session, pursuant to Government Code section 54956.9(c) to decide whether to initiate litigation in one potential case.

The City Council also recessed pursuant to Government Code section 54956.9(b). At this time, there is a significant exposure to litigation against the City in one potential case. The City received a written complaint from an employee alleging discrimination and harassment by the City Attorney based on gender and physical disability. The City commissioned an independent investigation by an outside organization which has completed its investigation and submitted a report. City Council will discuss the report and seek advice from special counsel.

At 7:08 p.m. the City Council reconvened and recessed to the evening session. Mayor Holden announced City Council authorized City Attorney to instigate litigation against several defendants including Malcolm Pirnie, Inc. Defendant names and other particulars will be provided once litigation commences. He also stated the City Council provided instructions to Special Council regarding a matter of threat litigation and no action was taken.

D. OPENING CEREMONIES

At 7:08 p.m., the regular meeting of the Oxnard City Council reconvened in the Council Chambers, concurrently with the Community Development Commission, and Housing Authority. The meeting opened with the pledge of allegiance to the flag of the United States by Oxnard Sister City organization and followed by a moment of silence for individuals affected by the recent Arizona shooting. Mayor Holden presided. Additional staff members present were: Curtis P. Cannon, Community Development Director; Jason Benites, Acting Police Chief; William "Bill" Wilkins, Housing Director; Matthew Winegar, Development Services Director; Michelle Tellez, Human Resources Director; James Cameron, Chief Financial Officer; Grace Magistrale Hoffman, Deputy City Manager; Michael Henderson, General Services Manager; Sue Martin, Planning and Environmental Services Manager; Rob Roshanian, Interim Public Works Director; Mark Norris, Recycled Water Program Manager; Steven Newman, Plan Check Engineer, and Michael More, Financial Services Manager.

E. CEREMONIAL CALENDAR

1. SUBJECT: Presentation of Employee of the Third Quarter 2010
DISCUSSION: Martha Guerra received recognition as Employee of the Third Quarter 2010.
2. SUBJECT: Presentation of Employee of the Fourth Quarter 2010
DISCUSSION: Denise Brennecke received recognition as Employee of the Fourth Quarter 2010.

F. PUBLIC COMMENTS ON ITEMS NOT ON THE AGENDA

The following individuals provided comments: Ed Ellis (Big League Dreams); Al DeLorey (speed humps); Martin Jones (bidding process); Nancy Pederson (Ormond Beach); Peggy Rivera (homelessness); Steve Nash (use accounting firm); Ignacio Vazquez (rail transportation); Mike Barber (Christmas marathon race); Gerry Moreno (fixing pot holes); Bert Perello (public hearing process); Larry Stein (selection for committees); Frank Nilsen (pedrisien safety); Ernest Wennerholm (ADA curb-cut compliance); Pat Brown (Gills Onions); and Dayle Morris (Ormond Beach).

G. REVIEW OF INFORMATION/CONSENT AGENDA

H. PUBLIC COMMENTS ON INFORMATION/CONSENT AGENDA

The following individuals provided comments: William Terry (I-4); Bert Perello (I-4, I-6, I-7, I-12, I-14); Larry Stein (I-9); Pat Brown (I-4, I-8); Shirley Godwin (I-4); and Larry Godwin (I-7).

I. INFORMATION/CONSENT AGENDA

City Clerk Department

1. SUBJECT: Minutes of the Regular Meetings of the City Council for November 9 and 16, 2010. (001)
RECOMMENDATION: Removed from agenda.

City Manager Department

2. SUBJECT: Agreements for City Council Review. (017)
RECOMMENDATION: Pursuant to Ordinance 2835, approve and authorize the City Manager, to execute the attached agreements/contracts and change orders/amendments in amounts more than \$25,000 but less than \$250,000.

City Treasurer Department

3. SUBJECT: Ordinance to Amend the Oxnard City Code to Reflect a Conversion in the Renewal Date for Businesses. (019)
RECOMMENDATION: Approve the first reading by title only and subsequent adoption of **Ordinance No. 2838** amending the title of Article I of Chapter 11, the title of section 11-45, subsection (A) of section 11-45, subsection (C) of section 11-56, section 11-57, subsection (A) of section 11-59, subsection (V) of section 11-65, section 11-72, subsection (F) of section 11-82,

section 11-131, section 11-186, subsection (B) of section 11-208, section 11-251, subsection (A) of section 11-263, subsection (A) of section 11-283, and subsection (D) of section 11-283 of the Oxnard City Code and repealing and readopting Divisions 1 and 2 of Article I of Chapter 11, section 11-46, section 11-47, section 11-171, section 11-200, section 11-220, and section 11-237 of the Oxnard City Code concerning business tax certificates.

Community Development Department

4. **SUBJECT:** Request \$1,000,000 Additional Funding for the Reimbursement of the Costs to Acquire Land for and Install and Construct the Cypress Neighborhood Garden City Acres Park Located at the Corner of Cypress Road and Eugene Walk in the Historic Enhancement and Revitalization of Oxnard Project Area. (021)
RECOMMENDATION: 1) Approve and adopt **Resolution No. 13,944** entitled, "A resolution of the City Council of the City of Oxnard, California, consenting to payment or reimbursement by the Oxnard Community Development Commission of additional costs related to certain public improvements in the Historic Enhancement and Revitalization of Oxnard ("HERO") Project Area, and making certain determinations and findings (Garden City Acres Park)." And 2) Approve and authorize the Mayor to execute the Cooperation Agreement (A-7384) with the Oxnard Community Development Commission ("CDC") in an amount not to exceed \$1,000,000 for payment of costs associated with the development of the Garden City Acres Park.
DISCUSSION: The Development Services Director reviewed the development of park and reimbursement agreement.*

Development Services Department

5. **SUBJECT: Ordinance No. 2837**, Planning and Zoning (PZ) Permit No.10-570-01 (Zone Change) and PZ No.10-500-01 (Special Use Permit) for Fresh and Easy Neighborhood Market at 1401 West Gonzales Road. Filed by Designated Agent, Clay Toombs, Evergreen Devco. (035)
RECOMMENDATION: Second reading and adoption.
6. **SUBJECT: Ordinance No. 2836**, Regarding Building Regulations. (037)
RECOMMENDATION: Second reading and adoption.

Finance Department

7. **SUBJECT:** Cancellation of Special Tax Lien for Property Within Community Facilities District No. 90-1. (065)
RECOMMENDATION: Acting as the legislative body of Community Facilities District No. 90-1 (Oxnard Town Center) "CFD 90-1" approve the first reading by title only and subsequent adoption of **Ordinance No. 2839** dissolving CFD 90-1 and dissolving all associated liens thereof.

Fire Department

8. **SUBJECT:** State Homeland Security Grant. (075)
RECOMMENDATION: Recognize Grant Revenue and approve a special budget appropriation in the amount of \$82,405 from the federal Department of Homeland Security and subgranted through the State of California for Hazardous Material Response, Urban Search and Rescue (USAR) and Community Emergency Response Team (CERT) training.

9. SUBJECT: Approval to take Project Specification FD11-03 for Fire Stations #1, #2, #3, & #6 to Public Bid. (079)
RECOMMENDATION: Approve project specification # FD11-03 for replacement of degraded asphalt and concrete for Fire Stations #1, #2, #3, & #6.

Police Department

10. SUBJECT: Resolution Presented to Benjamin Chavez for Over Twenty-Six Years of Exemplary Service to the City of Oxnard. (081)
RECOMMENDATION: Adopt **Resolution No. 13,945**.
11. SUBJECT: Resolution Presented to Larry Robertson for Over Twenty-Seven Years of Exemplary Service to the City of Oxnard. (083)
RECOMMENDATION: Adopt **Resolution No. 13,946**.

Public Works Department

12. SUBJECT: Change Order No. 14 with McCarthy Building Companies, Inc. for the Advanced Water Purification Facility. (085)
RECOMMENDATION: Approve and authorize the Mayor to execute Change Order No. 14 with McCarthy Building Companies, Inc. (A-7259) in the amount of \$126,087.00 for construction costs associated with unforeseen utilities, soil conditions, and asphalt conditions encountered during the installation of the 20-inch Reverse Osmosis Concentrate line, and the extension of the 36-inch Microfiltration Facility line.
13. SUBJECT: Change Order No. 15 with McCarthy Building Companies, Inc. for the Advanced Water Purification Facility. (087)
RECOMMENDATION: Approve and authorize the Mayor to execute Change Order No. 15 with McCarthy Building Companies, Inc. (A-7259) in the amount of \$111,440 for construction costs associated with electrical modifications, with the provision that the City reserves the right with respect to ultimate responsibility for cost of the change.
14. SUBJECT: Change Order No. 1 with Blois Construction, Incorporated for the Victoria Avenue Sewer Project. (095)
RECOMMENDATION: Approve and authorize the Mayor to execute Change Order No. 1 with Blois Construction, Inc. (Blois) (A-7347) in the amount of \$28,515.11 for construction costs associated with realignment of the sewer line and construction delays due to unforeseen utilities on Victoria Avenue between Hemlock Street and Channel Islands Boulevard.

INFORMATION/CONSENT AGENDA ACTION: Approved as recommended with additional wording to I-4 and I-1 removed from the agenda (Pinkard/Holden) Ayes: Holden, Pinkard, MacDonald, Flynn, and Ramirez.

J. TRANSMITTAL OF INFORMATION ONLY ITEMS

1. SUBJECT: Monthly Budget Status Report for the Period Ending November 30, 2010. (097)
Received and filed
DISCUSSION: Larry Stein
ACTION: Received and filed.

K. INFORMATION/CONSENT PUBLIC HEARINGSL. PUBLIC HEARINGSM. REPORT OF CITY MANAGERCOMMUNITY DEVELOPMENT COMMISSION

At 8:49 p.m. the concurrent meetings with the Community Development Commission and Housing Authority concluded.

N. CITY COUNCIL BUSINESS/COMMITTEE REPORTSCity Clerk Department

1. SUBJECT: Appointments of Councilmembers to Various Boards, Commissions, and Committees. (109)

ACTION: 1) That the Mayor, with the approval of the City Council, appoint members and alternates from the City Council to the: (a) Association of Water Agencies for Ventura County: MacDonald and Ramirez (A); (b) Beach Erosion Authority for Control of Operation & Nourishment: Flynn and Pinkard (A); (c) Big Independent Cities Excess Pool Joint Powers Authority: Holden; (d) Economic Development Corporation: Holden and MacDonald; (e) Gold Coast Transit: MacDonald and Ramirez (A); (f) Las Cortes Housing Development Corporation: MacDonald and Ramirez; (g) Oxnard Convention & Visitors Bureau: Holden and Pinkard; (h) Oxnard Plain/RiverPark Reclamation and Recharge Joint Powers Authority: Flynn, Ramirez and Holden (A); (i) Performing Arts and Convention Center Corporation: Pinkard and Ramirez; (j) Point Mugu Regional Airport Authority: Pinkard, Ramirez and Flynn (A); (k) Regional Defense Partnership for the 21st Century: MacDonald and Flynn (A); (l) Southern California Association of Governments: MacDonald and Flynn (A); (m) Ventura Council of Governments: Flynn and Pinkard (A); (n) Ventura County Animal Regulation Commission: Ramirez and Pinkard (A); (o) Ventura County Regional Energy Alliance: Flynn and Holden; (p) Ventura County Air Pollution Control District Board: Ramirez ; (q) Ventura County Local Agency Formation Commission, Holden; (r) Ventura County Transportation Commission: Pinkard; (s) Ventura Regional Sanitation District: Holden and Pinkard (A); (t) Census 2010 Committee, Pinkard and MacDonald; (u) City Wide Enhancement Program: Pinkard and Ramirez; (v) Downtown Improvement Task Force: Pinkard and MacDonald; (w) Fiscal Policy Task Force: MacDonald and Ramirez; (x) Graffiti Task Force: Pinkard and Flynn; (y) Transportation Policy Committee: Flynn and Ramirez; and (z) Utilities Task Force: Holden and MacDonald; (b) Intercity Transit (subcommittee of Ventura County Transportation Commission), Ramirez; (d) Joint Oxnard/Ventura Santa Clara Bridge Committee, Pinkard and Flynn; (e) Ormond Beach Property Oversight Ad Hoc Committee, Holden and Ramirez; (f) Channel Islands Harbor Task Force, Holden and Flynn; 2) That the City Council, as a whole, appoint Pinkard and Flynn to the Oxnard Airport Authority and MacDonald as an alternate; and 3) That the City Council, as a whole, dissolve the following boards, commissions, and committees, for several reasons including completion of objectives and not meeting: (a) Base Realignment and Closure 2005 Ventura County Task Force; (c) Joint Oxnard/Ventura Cooperative Committee; and (g) Homeless Plan Working Group.

Mayor Pro Tem Pinkard reported on the Ventura County Transportation Commission meeting regarding concerns of State tax revenue and federal issue of possible funding decrease.

Mayor Holden requested a report on Statewide Redevelopment issue and the effects on current projects. Councilman Flynn also requested information on Enterprise Zones.

City Attorney Department

2. SUBJECT: Review of Policies and Procedures Concerning City Council Business. (119)

RECOMMENDATION: 1) That City Council, consider formation of an ad hoc committee of two Councilmembers to examine policies and procedures concerning the conduct of City Council business and to make recommendations to the City Council; and 2) If such a committee is formed, that the Mayor, with the approval of City Council, appoint two Councilmembers to constitute the committee

DISCUSSION: The City Attorney introduced the possible formation of an ad hoc committee to review policies and procedures

Larry Godwin need of public participation.

ACTION: Form an ad hoc committee, continue following the current policies/manual in place and appointment of Mayor Pro Tem Pinkard and Councilman Flynn (Holden/MacDonald) Ayes: MacDonald, Flynn, Ramirez, Holden and Pinkard.

3. SUBJECT: Public Access Issues.

RECOMMENDATION: Consider a verbal report by and provide direction to the City Attorney and City Manager on legal and policy issues and discussions with interested public access operators.

DISCUSSION: The City Manager and City Attorney briefly reviewed community interest in having a public access channel.

The following individuals provided comments: Denis O'Leary, David Cruz, Dr. Ray Tejada Gil Guevara, Harold Ceja, Jose Collado, Marco Benites, Pat Brown, Ramiro Sandoval, Dr. Adrienne Lara, and Marisa Montgomery.

ACTION: Directed staff to meet with all interested parties to discuss the possibilities of creating a public access channel.

RECESS

At 10:02 p.m., the City Council recessed and at 10:07 p.m., the City Council reconvened.

ITEMS REMOVED FROM AGENDA

The City Council concurred to remove O-3 (Comprehensive Annual Financial Report CAFR) for Fiscal Year 2009-2010) and O-4 (Water Conservation Master Plan) from the agenda.

O. REPORTSCity Manager Department

1. **SUBJECT:** Approval of Award of Contract No. A-7379 for College Park Improvements Phase 1C Project GS09-11. (129)

RECOMMENDATION: 1) Approve the award of contract to C.S. Legacy Construction, Inc. (A-7379) in the amount of \$11,066,475 for the College Park Improvements Phase 1C Project GS09-11, located at 3250 South Rose Avenue; and 2) Authorize the Mayor to execute the contract upon receipt of all supporting contract documents.

DISCUSSION: The General Services Manager reviewed completed phases, the proposed development of Phase 1C, funding deadline requirements, bid process for this phase and time line. The Chief Financial Officer reviewed bond sale process for projects.

Gregg Strumpt, C.S. Legacy Construction, reviewed labor and/or legal concerns.

At 10:41 p.m., Mayor Holden left the meeting and Mayor Pro Tem Pinkard presided. At 10:45 p.m., Mayor Holden returned and presided.

The following individuals provided comments: Shirley Godwin, Pat Brown, Ralph Valenzuela, and Bert Perello.

ACTION: Approved as recommended. (MacDonald/Pinkard). Ayes: Flynn, Ramirez, Holden, Pinkard, and MacDonald.

At 11:01 Mayor Holden left the meeting and Mayor Pro Tem Pinkard presided.

The City Council requested future information on Big League Dreams.

Finance Department:

2. **SUBJECT:** Annual Report for Development, Connection and Improvement Fees for the Year Ended June 30, 2010. (133)

RECOMMENDATION: Receive and file the annual report for Development, Connection and Improvement Fees for the year ended June 30, 2010 in accordance with Government Code Section 66006.

DISCUSSION: The Chief Financial Officer briefly reviewed development, connection and improvement fees.

ACTION: Received and filed.

3. **SUBJECT:** Comprehensive Annual Financial Report (CAFR) for Fiscal Year 2009-2010. (143)

RECOMMENDATION: Receive and file the Comprehensive Annual Financial Report for 2009-2010.

ACTION: Continue to January 25, 2011.

Public Works:

4. SUBJECT: Water Conservation Master Plan. (145)

RECOMMENDATION: Approve and adopt a resolution approving the City of Oxnard Water Conservation Master Plan.

ACTION: Continue to January 25, 2011.

P. PUBLIC COMMENTS ON REPORTS

Q. APPOINTMENT ITEMS

R. STUDY SESSION

S. PUBLIC COMMENTS ON STUDY SESSION

T. ADJOURNMENT

At 11:14 p.m. the City Council concurred to adjourn the meeting.

DANIEL MARTINEZ
City Clerk

DR. THOMAS E. HOLDEN
Mayor

DR. IRENE G. PINKARD
Mayor Pro Tem

MINUTES

OXNARD CITY COUNCIL

Special Meeting

January 18, 2011

A. ROLL CALL/POSTING OF AGENDA

At 9:02 a.m., the special meeting of the Oxnard City Council convened in the Council Chambers. Councilmembers Thomas E. Holden, Irene G. Pinkard, Bryan A. MacDonald, and Carmen Ramirez were present. Councilmember Timothy B. Flynn was absent. The City Clerk stated that the agenda was posted on Thursday in the Library and City Clerk's Office. Mayor Holden presided and called the meeting to order. Staff members present were: Daniel Martinez, City Clerk; Edmund Sotelo, City Manager; Karen Burnham, Assistant City Manager; Alan Holmberg, City Attorney; and Curtis Cannon, Community Development Director.

B. PUBLIC COMMENTS ON REPORT

The following individuals provided comments: Martin Jones; Bert Perello; Edward Castillo; Larry Stein; Karen Flock; Barbara Macri-Ortiz; Pat Brown; Steve Nash; Theadora Davitt-Cornyn; Kenny Smith; Ventura Fernandez; and Peggy Rivera.

C. REPORTS

Community Development Department

1. SUBJECT: Cooperation Agreement between the City and the Community Development Commission ("CDC") providing for payment of CDC costs associated with certain CDC funded capital improvement and affordable housing projects and programs.
RECOMMENDATION: Adopt **Resolution No. 13,497** approving and authorizing the Mayor to sign the Cooperation Agreement and making findings and determinations related thereto, with purpose of providing for CDC payment of costs associated with certain CDC funded capital improvement and affordable housing projects and programs.
DISCUSSION: The Community Development Director reviewed the posting and availability of the agenda and information to the public. He outlined reasons for the action to be taken.

At 10:04 a.m., Mayor Holden left the meeting due to a possible conflict of interest, and Mayor Pro Tem Pinkard presided.

RECESS

At 10:04 a.m., the City Council recessed and at 10:12 a.m., the City Council reconvened with Mayor Pro Tem Pinkard presiding.

DISCUSSION: The City Attorney reviewed the posting and having the documents available to the public. The Community Development Director reviewed the documents available for public review on Sunday.

The City Council provided several comments including timing of the special meeting, protecting city's interests, and local government control.

ACTION: Approved as recommended. (MacDonald/Pinkard) Ayes: MacDonald, Ramirez and Pinkard. Absent: Holden and Flynn.

COMMUNITY DEVELOPMENT COMMISSION

At 10:27 a.m., the joint meeting with the Community Development Commission concluded.

D. ADJOURNMENT

At 10: 27 a.m. the City Council concurred to adjourn the meeting.

DANIEL MARTINEZ
City Clerk

DR. THOMAS E. HOLDEN
Mayor

DR. IRENE G. PINKARD
Mayor Pro Tem

MINUTES

OXNARD HOUSING AUTHORITY

Regular Meeting
December 07, 2010

A. ROLL CALL/POSTING OF AGENDA

At 7:02 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 Thomas E. Holden, Andres Herrera, Dean Maulhardt, Irene G. Pinkard, Bryan A. MacDonald, Jose Andrade and Francisco Vega 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; Alan Holmberg, General Counsel; Grace Magistrale Hoffman, Deputy Executive Secretary

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. INSTALLATION OF NEWLY ELECTED CITY OFFICIALS

1. SUBJECT: Motion That the Regular Order of Business be suspended until after the Installation of Newly Elected City Officials.
ACTION: Motion to suspend regular order (Maulhardt/Pinkard) unanimously.
2. SUBJECT: City Clerk Administers Oath of Office to Thomas E. Holden, Chairman; Tim Flynn, Commissioner; and Carmen Ramirez, Commissioner.
ACTION: The City Clerk administered oath of office.
3. SUBJECT: Selection by Mayor Holden of Vice-Chairman.
ACTION: Mayor Holden selected Commissioner Pinkard as Vice-Chairperson.

RECESS

At 8:06 p.m., the Authority recessed and at 8:20 p.m., the Authority reconvened.

F. CEREMONIAL CALENDAR

G. PUBLIC COMMENTS ON ITEMS NOT ON THE AGENDA

H. REVIEW OF INFORMATION/CONSENT AGENDA

I. PUBLIC COMMENTS ON INFORMATION/CONSENT AGENDA

- J. INFORMATION/CONSENT AGENDA
- K. TRANSMITTAL OF INFORMATION ONLY ITEMS
- L. INFORMATION/CONSENT PUBLIC HEARINGS
- M. PUBLIC HEARINGS
- N. REPORT OF CITY MANAGER/EXECUTIVE DIRECTOR/SECRETARY
- O. CITY COUNCIL BUSINESS/COMMITTEE REPORTS

City Manager Department

- 1. SUBJECT: 2011 Meeting Schedule for Legislative Bodies. (069)
RECOMMENDATION: That Housing Authority meet on the following dates during the calendar year 2011: January 11 and 25; February 1, 8, and 15; March 1, 8, and 22; April 5, 12, 19, and 26; May 3, 10, and 17; June 7, 14, 21, and 28; July 12, 19, and 26; September 13, 20, and 27; October 4, 11, 18, and 25; November 1, 8 and 15; December 6 and 13, 2011.
ACTION: Approved as recommended. (MacDonald/Holden). Ayes: Pinkard, MacDonald, Flynn, Ramirez, and Holden.

CITY COUNCIL/COMMUNITY DEVELOPMENT/FINANCING AUTHORITY

At 8:50 p.m. the joint meetings with the City Council, Community Development Commission and Financing Authority concluded.

- P. REPORTS
- Q. PUBLIC COMMENTS ON REPORTS
- R. APPOINTMENT ITEMS
- S. STUDY SESSION
- T. PUBLIC COMMENTS ON STUDY SESSION
- U. ADJOURNMENT

At 8:50 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 December 14, 2010

A. ROLL CALL/POSTING OF AGENDA

At 7:04 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, Irene G. Pinkard, Bryan A. MacDonald, Tim Flynn, Carmen Ramirez, Jose Andrade and Francisco Vega 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; Karen Burnham, Assistant Executive Secretary; Alan Holmberg, General Counsel; Grace Magistrale Hoffman, Deputy Executive Secretary; and Karl Lawson, Compliance Services 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

M. REPORT OF SECRETARY

N. HOUSING AUTHORITY COMMISSION BUSINESS/COMMITTEE REPORTS

COMMUNITY DEVELOPMENT COMMISSION

At 8:45 p.m. the concurrent meetings with the Community Development Commission concluded.

O. REPORTS

Housing Authority

3. SUBJECT: 2010 Census Outreach Program Final Report (257)

RECOMMENDATION: Authorize the Housing Director to take all appropriate steps with the U. S. Census Bureau in order to ensure accuracy of the population and housing count.

DISCUSSION: The Compliance Services Manager reviewed 2010 Census Outreach Program during the past year.

ACTION: Approved as recommended. (MacDonald/Holden) unanimously.

P. PUBLIC COMMENTS ON REPORTS

Q. APPOINTMENT ITEMS

R. STUDY SESSION

S. PUBLIC COMMENTS ON STUDY SESSION

CITY COUNCIL

At 10:45 p.m. the joint meetings with the City Council concluded.

T. ADJOURNMENT

At 10:45 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

January 11, 2011

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, Irene G. Pinkard, Bryan A. MacDonald, Tim Flynn, Carmen Ramirez, Jose Andrade and Francisco Vega 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; Alan Holmberg, General Counsel; Grace Magistrale Hoffman, Deputy Executive Secretary

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 Oxnard Sister City organization and followed by a moment of silence for individuals affected by the recent Arizona shooting.

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 Regular Meeting of the Oxnard Housing Authority for November 9 and 16, 2010. (001)
RECOMMENDATION: Removed from agenda.

INFORMATION/CONSENT AGENDA ACTION: The Commissioners concurred to remove this item from the agenda.

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 8:49 p.m. the concurrent 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 8:49 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

January 25, 2011

A. ROLL CALL/POSTING OF AGENDA

At 7:06 p.m., the regular meeting of the Oxnard Housing Authority convened in the Council Chambers, concurrently with the City Council. Commissioners Thomas E. Holden, Irene G. Pinkard, Bryan A. MacDonald, Tim Flynn, Carmen Ramirez, Jose Andrade and Francisco Vega 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; Alan Holmberg, General Counsel; Grace Magistrale Hoffman, Deputy Executive Secretary

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 for Sylvia Preston.

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 Regular Meeting of the Oxnard Housing Authority for November 9 and 16, 2010. (001)
RECOMMENDATION: Approve.

Housing Department

11. SUBJECT: Grant Application to Department of Housing and Urban Development (HUD) for the Capital Fund Education and Community Facilities (CFCF) Program Grant. (105)
RECOMMENDATION: That the Housing Authority Board of Commissioners authorize the Executive Director to submit a grant application in the amount of \$5,000,000 to the Department of Housing and Urban Development (HUD) for the Capital Fund Education and Community Facilities Program.

INFORMATION/CONSENT AGENDA ACTION: Approved as recommended (Andrade/Vega)
Ayes: Holden, Pinkard, MacDonald, Flynn, Ramirez, Andrade and Vega.

J. TRANSMITTAL OF INFORMATION ONLY ITEMSK. INFORMATION/CONSENT PUBLIC HEARINGSL. PUBLIC HEARINGS

ACTION: Chairman Holden declared the public hearing open.

DISCUSSION: The Secretary Designate reported on posting, publication and that there were no written communications received.

Housing Department

1. SUBJECT: Low and Moderate Income Needs Assessment – FY 2011-2012 Annual Action Plan, Fourth Annual Plan Component of the FY 2008-2013 Consolidated Plan. (129)

RECOMMENDATION: Conduct a public hearing to receive comments and provide direction to staff concerning unmet needs of low and moderate income persons for housing, public facilities and economic development.

DISCUSSION: The Grants Manager reviewed the Annual Action Plan and the Consolidated Plan including priorities, objectives, funding and need assessments.

The following individuals provided comments: Eileen Tracy, Bert Perello, Angelic Valdivia, Jill Martinez, and Karol Schulkin.

ACTION: Close the public hearing. (Holden/Pinkard) Approved as recommended. (Holden/Pinkard) Unanimously.

M. REPORT OF SECRETARYN. HOUSING AUTHORITY COMMISSION BUSINESS/COMMITTEE REPORTSCITY COUNCIL

At 9:06 p.m. the concurrent meetings with the City Council concluded.

O. REPORTSP. PUBLIC COMMENTS ON REPORTSQ. APPOINTMENT ITEMSR. STUDY SESSIONS. PUBLIC COMMENTS ON STUDY SESSIONT. ADJOURNMENT

At 9:06 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
February 1, 2011

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

DANIEL MARTINEZ
Secretary Designate

DR. THOMAS E. HOLDEN
Chairman

MINUTES

OXNARD HOUSING AUTHORITY
Regular Meeting
February 8, 2011

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

DANIEL MARTINEZ
Secretary Designate

DR. THOMAS E. HOLDEN
Chairman

MINUTES

OXNARD COMMUNITY DEVELOPMENT COMMISSION

Regular Meeting
December 07, 2010

A. ROLL CALL/POSTING OF AGENDA

At 7:02 p.m., the regular meeting of the Oxnard Community Development Commission convened in the Council Chambers, concurrently with the City Council, Housing Authority and Financing Authority. Commissioners Thomas E. Holden, Andres Herrera, Dean Maulhardt, Irene G. Pinkard, and Bryan A. MacDonald 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; Alan Holmberg, General Counsel; Grace Magistrale Hoffman, Deputy Executive Secretary

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. INSTALLATION OF NEWLY ELECTED CITY OFFICIALS

1. SUBJECT: Motion That the Regular Order of Business be suspended until after the Installation of Newly Elected City Officials.
ACTION: Motion to suspend regular order (Maulhardt/Pinkard) unanimously.
2. SUBJECT: City Clerk Administers Oath of Office to Thomas E. Holden, Chairman; Tim Flynn, Commissioner; and Carmen Ramirez, Commissioner.
ACTION: The City Clerk administered oath of office.
3. SUBJECT: Selection by Mayor Holden of Vic-Chairman.
ACTION: Mayor Holden selected Commissioner Pinkard as Vice-Chairperson.

RECESS

At 8:06 p.m., the Commission recessed and at 8:20 p.m., the Commission reconvened.

F. CEREMONIAL CALENDAR

G. PUBLIC COMMENTS ON ITEMS NOT ON THE AGENDA

H. REVIEW OF INFORMATION/CONSENT AGENDA

I. PUBLIC COMMENTS ON INFORMATION/CONSENT AGENDA

J. INFORMATION/CONSENT AGENDACity Clerk Department

2. SUBJECT: Minutes of the Regular Meeting of the Community Development Commission for July 20 and 27, September 14, 21 and 28, October 5, 12, 19 and 26, November 9 and 16, 2010. (013)
RECOMMENDATION: Approve.
DISCUSSION: Bert Perello, City Clerk's Office recordkeeping

INFORMATION/CONSENT AGENDA ACTION: Approved as recommended. (Holden/Pinkard)
Ayes: Holden, Pinkard, MacDonald, and Flynn. Abstain: Ramirez.

K. TRANSMITTAL OF INFORMATION ONLY ITEMSL. INFORMATION/CONSENT PUBLIC HEARINGSM. PUBLIC HEARINGSN. REPORT OF CITY MANAGER/EXECUTIVE DIRECTOR/SECRETARYO. CITY COUNCIL BUSINESS/COMMITTEE REPORTSCity Manager Department

1. SUBJECT: 2011 Meeting Schedule for Legislative Bodies. (069)
RECOMMENDATION: That Community Development Commission meet on the following dates during the calendar year 2011: January 11 and 25; February 1, 8, and 15; March 1, 8, and 22; April 5, 12, 19, and 26; May 3, 10, and 17; June 7, 14, 21, and 28; July 12, 19, and 26; September 13, 20, and 27; October 4, 11, 18, and 25; November 1, 8 and 15; December 6 and 13, 2011.
ACTION: Approved as recommended. (MacDonald/Holden). Ayes: Pinkard, MacDonald, Flynn, Ramirez, and Holden.

CITY COUNCIL/HOUSING AUTHORITY/FINANCE AUTHORITY

At 8:50 p.m. the joint meetings with the City Council, Housing Authority and Finance Authority concluded.

P. REPORTSQ. PUBLIC COMMENTS ON REPORTSR. APPOINTMENT ITEMSS. STUDY SESSIONT. PUBLIC COMMENTS ON STUDY SESSION

U. ADJOURNMENT

At 8:50 p.m. the Housing Authority concurred to adjourn the meeting.

DANIEL MARTINEZ
Secretary Designate

DR. THOMAS E. HOLDEN
Chairman

MINUTES

OXNARD COMMUNITY DEVELOPMENT COMMISSION

Regular Meeting
December 14, 2010

A. ROLL CALL/POSTING OF AGENDA

At 7:04 p.m., the regular meeting of the Oxnard Community Development Commission convened in the Council Chambers, concurrently with the City Council and Housing Authority. Commissioners Thomas E. Holden, Irene G. Pinkard, Bryan A. MacDonald, Tim Flynn, and Carmen Ramirez 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; Alan Holmberg, General Counsel; Karen Burnham, Assistant Executive Director, and Grace Magistrale Hoffman, Deputy Executive Secretary.

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

Community Development Department

7. SUBJECT: FY 2009-2010 Annual Report for the Community Development Commission. (049)
RECOMMEDATION: That Community Development Commission ("CDC") approve the FY 2009-2010 CDC Annual Report and direct the Community Development Director to submit the Annual Report to the State Controller's Office.

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

J. TRANSMITTAL OF INFORMATION ONLY ITEMS

K. INFORMATION/CONSENT PUBLIC HEARINGS

L. PUBLIC HEARINGSM. REPORT OF SECRETARYN. COMMUNITY DEVELOPMENT COMMISSION BUSINESS/COMMITTEE REPORTSCITY COUNCIL/HOUSING AUTHORITY

At 8:45 p.m. the concurrent meetings with the City Council and Housing Authority concluded.

O. REPORTSP. PUBLIC COMMENTS ON REPORTSQ. APPOINTMENT ITEMSR. STUDY SESSIONS. PUBLIC COMMENTS ON STUDY SESSIONT. ADJOURNMENT

At 8:45 p.m., the Community Development Commission concurred to adjourn the meeting.

DANIEL MARTINEZ
Secretary Designate

DR. THOMAS E. HOLDEN
Chairman

MINUTES

OXNARD COMMUNITY DEVELOPMENT COMMISSION

Regular Meeting

January 11, 2011

A. ROLL CALL/POSTING OF AGENDA

At 7:08 p.m., the regular meeting of the Oxnard Community Development Commission convened in the Council Chambers, concurrently with the City Council and Housing Authority. Commissioners Thomas E. Holden, Irene G. Pinkard, Bryan A. MacDonald, Tim Flynn, and Carmen Ramirez 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, Executive Director; Alan Holmberg, General Counsel; Karen Burnham, Assistant Executive 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 by Oxnard Sister City organization and followed by a moment of silence for individuals affected by the recent Arizona shooting.

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

Community Development Department

4. SUBJECT: Request \$1,000,000 Additional Funding for the Reimbursement of the Costs to Acquire Land for and Install and Construct the Cypress Neighborhood Garden City Acres Park Located at the Corner of Cypress Road and Eugene Walk in the Historic Enhancement and Revitalization of Oxnard Project Area. (021)

RECOMMENDATION: 1) Approve and adopt **Resolution No. 145** entitled, "A resolution of the Oxnard Community Development Commission agreeing to pay or reimburse additional costs related to certain public improvements in the Historic Enhancement and Revitalization of Oxnard ("HERO") Project Area, and making certain determinations and findings (Garden City Acres

Park).” And 2) Approve and authorize the Chairman to execute the Cooperation Agreement (A-7384) with the City of Oxnard in an amount not to exceed \$1,000,000 for payment of costs associated with the development of the Garden City Acres Park.

DISCUSSION: The Development Services Director reviewed the development of park and reimbursement agreement.

INFORMATION/CONSENT AGENDA ACTION: Approved as recommended with additional wording. (Pinkard/Holden) Ayes: Holden, Pinkard, MacDonald, Flynn, and Ramirez.

J. TRANSMITTAL OF INFORMATION ONLY ITEMS

K. INFORMATION/CONSENT PUBLIC HEARINGS

L. PUBLIC HEARINGS

M. REPORT OF SECRETARY

N. COMMUNITY DEVELOPMENT COMMISSION BUSINESS/COMMITTEE REPORTS

CITY COUNCIL/HOUSING AUTHORITY

At 8:49 p.m. the concurrent meetings with the City Council and Housing Authority concluded.

O. REPORTS

P. PUBLIC COMMENTS ON REPORTS

Q. APPOINTMENT ITEMS

R. STUDY SESSION

S. PUBLIC COMMENTS ON STUDY SESSION

T. ADJOURNMENT

At 8:49 p.m., the Community Development Commission concurred to adjourn the meeting.

DANIEL MARTINEZ
Secretary Designate

DR. THOMAS E. HOLDEN
Chairman

MINUTES

OXNARD COMMUNITY DEVELOPMENT COMMISSION

Special Meeting
January 18, 2011

A. ROLL CALL/POSTING OF AGENDA

At 9:02 p.m., the special meeting of the Oxnard Community Development Commission convened in the Council Chambers concurrent with the Oxnard City Council. Councilmembers Thomas E. Holden, Irene G. Pinkard, Bryan A. MacDonald, Timothy B. Flynn and Carmen Ramirez were present. Councilman Timothy B. Flynn was absent. 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, Executive Secretary; Karen Burnham, Assistant Executive Secretary; Alan Holmberg, Legal Counsel.

B. PUBLIC COMMENTS ON REPORT

The following individuals provided comments: Martin Jones; Bert Perello; Edward Castillo; Larry Stein; Karen Flock; Barbara Macri-Ortiz; Pat Brown; Steve Nash; Theadora Davitt-Cornyn; Kenny Smith; Ventura Fernandez; and Peggy Rivera.

C. REPORTS

Community Development Department

1. **SUBJECT:** Cooperation Agreement between the City and the Community Development Commission ("CDC") providing for payment of CDC costs associated with certain CDC funded capital improvement and affordable housing projects and programs.
RECOMMENDATION: Adopt **Resolution No. 146** approving and authorizing the Chairman to sign the Cooperation Agreement and making findings and determinations related thereto, with purpose of providing for CDC payment of costs associated with certain CDC funded capital improvement and affordable housing projects and programs.
DISCUSSION: The Community Development Director reviewed the posting and availability of the agenda and information to the public. He outlined reasons for the action to be taken.

At 10:04 a.m., Chairman Holden left the meeting due to a possible conflict of interest and Vice-Chairman presided.

RECESS

At 10:04 a.m., the Commission recessed and at 10:12 a.m., the Commission reconvened with Vice-Chairman Pinkard presiding.

DISCUSSION: The City Attorney reviewed the posting and having the documents available to the public. The Community Development Director reviewed the documents available for public review on Sunday.

The Commission provided several comments including timing of the special meeting, protecting city's interests, and local government control.

ACTION: Approved as recommended. (MacDonald/Pinkard) Ayes: MacDonald, Ramirez and Pinkard. Absent: Holden and Flynn.

CITY COUNCIL

At 11:27 p.m., the joint meeting with City Council concluded.

D. ADJOURNMENT

At 11:27 p.m. the City Council concurred to adjourn the meeting.

DANIEL MARTINEZ
Secretary Designate

DR. THOMAS E. HOLDEN
Chairman

DR. IRENE G. PINKARD
Vice-Chairperson

MINUTES

OXNARD COMMUNITY DEVELOPMENT COMMISSION

Regular Meeting

January 25, 2011

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

DANIEL MARTINEZ
Secretary Designate

DR. THOMAS E. HOLDEN
Chairman

MINUTES

OXNARD COMMUNITY DEVELOPMENT COMMISSION

Regular Meeting

February 1, 2011

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

DANIEL MARTINEZ
Secretary Designate

DR. THOMAS E. HOLDEN
Chairman

MINUTES

OXNARD COMMUNITY DEVELOPMENT COMMISSION

Regular Meeting

February 8, 2011

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

DANIEL MARTINEZ
Secretary Designate

DR. THOMAS E. HOLDEN
Chairman