



Meeting Date: 3 /03 /09

ACTION	TYPE OF ITEM
<input type="checkbox"/> Approved Recommendation	<input checked="" type="checkbox"/> Info/Consent
<input type="checkbox"/> Ord. No(s). _____	<input type="checkbox"/> Report
<input type="checkbox"/> Res. No(s). _____	<input type="checkbox"/> Public Hearing (Info/consent)
<input type="checkbox"/> Other _____	<input type="checkbox"/> Other _____

Prepared By: Julie Doi, Deputy City Attorney Agenda Item No. I-4

Reviewed By: City Manager [Signature] City Attorney [Signature] Finance [Signature] Other (Specify) _____

DATE: January 27, 2009

TO: City Council

FROM: Danielle Navas, City Treasurer Danielle Navas
City Treasurer's Office

SUBJECT: Amendment to Certain Sections of the Oxnard City Code Regarding the Collection Of License Fees and the Rendering of Bills for Utility Services

RECOMMENDATION

That City Council approve the first reading by title only and subsequent adoption of an ordinance amending sections 2-176(D), 11-1(D), 11-261(C), and 22-42 of the Oxnard City Code ("OCC") concerning the collection of license fees and the rendering of bills for utility services.

DISCUSSION

In July 2008, the City Treasurer assumed from the Chief Financial Officer responsibility for the collection of license fees and the rendering of bills for utility services. The proposed ordinance would update the OCC to reflect these changes. The amendments to OCC sections 11-1(D) and 11-261(C) would change the definitions of collector and license collector respectively from Chief Financial Officer to City Treasurer. The amendment to OCC section 2-176(D) would remove the responsibility of supervising the license collector from the duties of the Chief Financial Officer, and the amendment to OCC section 22-42 would remove the responsibility of rendering bills for utility services from the duties of the Chief Financial Officer and give this responsibility to the City Treasurer.

FINANCIAL IMPACT

No financial impact.

JD

Attachment #1 - Ordinance

ORDINANCE OF THE CITY OF OXNARD

ORDINANCE NO. ___

ORDINANCE OF THE CITY COUNCIL OF THE CITY OF OXNARD AMENDING
SECTIONS 2-176(D), 11-1(D), 11-261(C), AND 22-42 OF THE OXNARD CITY
CODE CONCERNING THE COLLECTION OF LICENSE FEES AND THE
RENDERING OF BILLS FOR UTILITY SERVICES

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The City Council of the City of Oxnard does ordain as follows:

Part 1. Section 2-176(D) is hereby amended to read as follows:

“(D) The powers and duties of the director of finance include centralized fiscal and accounting duties; controlling inventory; financial reporting; and assisting in budgeting.”

Part 2. Section 11-1(D) is hereby amended to read as follows:

“(D) COLLECTOR – the city’s treasurer or designee.”

Part 3. Section 11-261(C) is hereby amended to read as follows:

“(C) LICENSE COLLECTOR – The city’s treasurer or designee.”

Part 4. Section 22-42 is hereby amended to read as follows:

“SEC. 22-42. BILLING AND COLLECTION; GENERALLY.

Bills shall be rendered on a periodic basis for a time period as deemed appropriate by the city’s treasurer. All bills shall be due and payable at the place or places designated by the city upon the date sent. If not paid within 15 days after the bill is sent, the bill shall be considered delinquent and a final notice given. If bills are not paid as required by the final notice, the service shall be discontinued, unless satisfactory arrangements for payment are made with the city.”

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Part 5. Within 15 days after passage, the City Clerk shall cause this ordinance to be published one time in a newspaper of general circulation within the city. Ordinance No. ____ was first read on _____, 20__ and finally adopted on _____, 20__ to become effective thirty days thereafter.

AYES:

NOES:

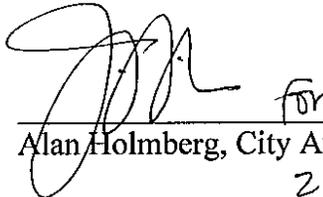
ABSENT:

Dr. Thomas E. Holden, Mayor

ATTEST:

Daniel Martinez, City Clerk

APPROVED AS TO FORM:



for
Alan Holmberg, City Attorney
2.17.09

ATTACHMENT 1
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