

MINUTES

AGENDA ITEM NO.

I-1

OXNARD HOUSING AUTHORITY

Regular Meeting  
February 14, 2012

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 and Community Development Commission. Commissioners Thomas E. Holden, Irene G. Pinkard, Bryan A. MacDonald, Timothy B. Flynn, Carmen Ramirez, and Jose Andrade were present. Commissioner Francisco Vega was absent. 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.

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. Staff members present were: Daniel Martinez, Secretary Designate; Karen Burnham, Interim Executive Secretary; Alan Holmberg, General Counsel; Grace Magistrale Hoffman, Deputy Executive Secretary; Jeri Williams, Police Chief; James Cameron, Chief Financial Officer; William "Bill" Wilkins, Housing Director; Matthew Winegar, Development Services Director; Rob Roshanian, Interim Public Works Director; Grace Magistrale Hoffman, Deputy City Manager; Martin Erickson, Special Assistant to the City Manager; Christina Aerenlund, Public Information Officer; Cyndi Hookstra, Parks and Facilities Management Analyst; and Kymberly Horner, Redevelopment Project Manager.

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

2. SUBJECT: Minutes of the Regular Meetings of the Oxnard Housing Authority for December 13, 2011, January 10 and 24, 2012, and February 7, 2012. (015)

RECOMMENDATION: Approve.

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

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

2. SUBJECT: Cancellation of the Regular Meetings Scheduled for February 28, 2012. (065)  
RECOMMENDATION: Cancel their regular meetings scheduled for February 28, 2012.  
ACTION: Approve recommendation (Holden/Pinkard), unanimously.

O. REPORTS

P. PUBLIC COMMENTS ON REPORTS

Q. APPOINTMENT ITEMS

R. STUDY SESSION

S. PUBLIC COMMENTS ON STUDY SESSION

CITY COUNCIL/COMMUNITY DEVELOPMENT COMMISSION/FINANCING AUTHORITY

At 9:21 p.m. the joint meetings with the City Council, Community Development Commission and Financing Authority concluded.

T. ADJOURNMENT

At 9:21 p.m. the Housing Authority concurred to adjourn the meeting.

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DANIEL MARTINEZ  
Secretary Designate

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DR. THOMAS E. HOLDEN  
Chairperson

MINUTES

OXNARD HOUSING AUTHORITY

Regular Meeting  
February 28, 2012

The regular scheduled meeting was cancel by the Commissioners on February 14, 2012.

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DANIEL MARTINEZ  
Secretary Designate

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DR. THOMAS E. HOLDEN  
Chairman

MINUTES

OXNARD HOUSING AUTHORITY  
Regular Meeting  
March 6, 2012

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

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DANIEL MARTINEZ  
Secretary Designate

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DR. THOMAS E. HOLDEN  
Chairperson

## MINUTES

### OXNARD HOUSING AUTHORITY

Regular Meeting

March 20, 2012

#### 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, Timothy B. Flynn, Carmen Ramirez, Jose Andrade and Francisco Vega were present. Commissioner Bryan A. MacDonald was absent. 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: Lyn Bennett, Deputy Secretary Designate; Karen Burnham, Executive Secretary; Martin Erickson, Special Assistant to the City Manager; Alan Holmberg, General Counsel; Grace Magistrale Hoffman, Deputy Executive Secretary; Daniel Martinez, Secretary Designate.

#### 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. Mayor Holden presided. Additional staff members present were: Daniel Martinez, City Clerk; Geri Williams, Police Chief; Matthew Winegar, Development Services Director; James Cameron, Chief Financial Officer; Grace Magistrale Hoffman, Deputy City Manager; Mike O'Malia, Interim Fire Captain; Martin Erickson, Special Assistant to the City Manager; William "Bill" Wilkins, Housing Director; Michael Henderson, Maintenance Services Manager; Jason Samonte, Traffic Engineer; Ralph Alamillo, Construction Project Manager; Rob Roshanian, Interim Public Works Director; Yvonne Harper, Circulation Supervisor.

#### E. CEREMONIAL CALENDAR

#### F. PUBLIC COMMENTS ON ITEMS NOT ON THE AGENDA (30 Minutes)

#### G. REVIEW OF INFORMATION/CONSENT AGENDA

#### H. PUBLIC COMMENTS ON INFORMATION/CONSENT AGENDA

Comments received from: Bert Perello.

I. INFORMATION/CONSENT AGENDA

Housing Department

3. SUBJECT: Application for Resident Services Coordinator (RSC) Grant. (027)

RECOMMENDATION: Approve and authorize the City Manager to apply for a Resident Services Coordinator grant through the U.S. Department of Housing and Urban Development (HUD).

DISCUSSION: Housing Director provided comments and would be happy to provide a written presentation to council and staff.

INFORMATION/CONSENT AGENDA ACTION: (Holden/Ramirez) approved as recommended unanimously. Absent – MacDonald.

J. TRANSMITTAL OF INFORMATION ONLY ITEMS

K. INFORMATION/CONSENT PUBLIC HEARINGS

L. PUBLIC HEARINGS

Housing Department

1. SUBJECT: Annual Agency Plan and Capital Fund for Low Rent Public Housing.

RECOMMENDATION: Continue to March 27, 2012.

ACTION: Motion to continue (Holden/Ramirez) - unanimously. Absent – MacDonald.

M. REPORT OF EXECUTIVE DIRECTOR/SECRETARY

N. HOUSING AUTHORITY BUSINESS/COMMITTEE REPORTS

O. REPORTS

OXNARD CITY COUNCIL

At 9:06 p.m. the joint meeting with the Oxnard City Council concluded.

P. PUBLIC COMMENTS ON REPORTS

Q. APPOINTMENT ITEMS

R. STUDY SESSION

S. PUBLIC COMMENTS ON STUDY SESSION

T. ADJOURNMENT

At 9:06 p.m. the Housing Authority concurred to adjourn the meeting.

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LYN S. BENNETT  
Secretary Designate

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DR. THOMAS E. HOLDEN  
Chairperson

DRAFT

## MINUTES

### OXNARD HOUSING AUTHORITY

Regular Meeting

March 27, 2012

#### 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, Community Development Successor Agency and Finance Authority. Commissioners Thomas E. Holden, Irene G. Pinkard, Bryan A. MacDonald, Timothy B. 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, Interim Executive Secretary; Alan Holmberg, General Counsel; Grace Magistrale Hoffman, Deputy Executive Secretary; William "Bill" Wilkins, Housing Director; Curtis Cannon, Community Development Director; and Carl Lawson, Interim Housing 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

#### FINANCING AUTHORITY

At 8:02 p.m., the joint meeting with the Financing Authority concluded.

#### 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.

Housing Department

1. **SUBJECT:** Five-Year/ Annual Agency Plan and Five-Year Capital Fund for Low Rent Public Housing. (087)

**RECOMMENDATION:** 1) Hold a public hearing to receive comments concerning the second year of the Five-Year Agency Plan and the 2012 Capital Fund Annual Statement and Five-Year Capital Fund Plan; and 2) Adopt **Resolution No. 1248:** (a) Approving the Five-Year/Annual Agency Plan for the Housing Authority; (b) Authorizing and directing the Chairman to execute the Department of Housing and Urban Development (HUD) Public Housing Agency Certification Compliance Form certifying the Housing Authority's compliance with HUD's policies and procedures (5748-12-HO); (c) Authorizing the Housing Director to execute and submit all reports, documents and all other certifications required to comply with HUD's policies and procedures regarding the Five-Year Agency Plan; (d) Approving the 2012 Capital Fund Annual Statement and Five-Year Capital Fund Plan; and (e) Authorizing the Housing Director to accept and expend the funds as indicated in the revised 2012 Capital Fund Annual Statement and Five-Year Capital Fund Plan.

**DISCUSSION:** The Housing Director reviewed the Annual Agency Plan, concerns of tenants, and rules of HUD. The Interim Housing Manager commented on rules of lease.

Comments received from Pat Brown and Juan Rangel

**ACTION:** Close the public hearing. (Holden/Pinkard) Approved as recommended. (Pinkard/Andrade) Ayes: Pinkard, MacDonald, Flynn, Ramirez, Andrade, Vega, and Holden.

M. REPORT OF SECRETARY

N. HOUSING AUTHORITY COMMISSION BUSINESS/COMMITTEE REPORTS

CITY COUNCIL/COMMUNITY DEVELOPMENT SUCCESSOR AGENCY

At 8:51 p.m. the joint meetings with the City Council and Community Development Successor Agency concluded.

O. REPORTS

P. PUBLIC COMMENTS ON REPORTS

Q. APPOINTMENT ITEMS

R. STUDY SESSION

S. PUBLIC COMMENTS ON STUDY SESSION

T. ADJOURNMENT

At 8:51 p.m. the Housing Authority concurred to adjourn the meeting.

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DANIEL MARTINEZ  
Secretary Designate

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DR. THOMAS E. HOLDEN  
Chairperson

MINUTES

OXNARD HOUSING AUTHORITY  
Regular Meeting  
April 3, 2012

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

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DANIEL MARTINEZ  
Secretary Designate

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DR. THOMAS E. HOLDEN  
Chairperson

DRAFT

MINUTES

OXNARD HOUSING AUTHORITY  
Regular Meeting  
April 10, 2012

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

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DANIEL MARTINEZ  
Secretary Designate

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DR. THOMAS E. HOLDEN  
Chairperson

MINUTES

OXNARD HOUSING AUTHORITY  
Regular Meeting  
April 17, 2012

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

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DANIEL MARTINEZ  
Secretary Designate

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DR. THOMAS E. HOLDEN  
Chairperson

MINUTES

OXNARD HOUSING AUTHORITY  
Regular Meeting  
April 24, 2012

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

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DANIEL MARTINEZ  
Secretary Designate

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DR. THOMAS E. HOLDEN  
Chairperson

MINUTES

OXNARD HOUSING AUTHORITY  
Regular Meeting  
May 1, 2012

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

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DANIEL MARTINEZ  
Secretary Designate

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DR. THOMAS E. HOLDEN  
Chairperson

MINUTES

OXNARD HOUSING AUTHORITY  
Regular Meeting  
May 8, 2012

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

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DANIEL MARTINEZ  
Secretary Designate

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DR. THOMAS E. HOLDEN  
Chairperson

MINUTES

OXNARD HOUSING AUTHORITY

Regular Meeting

May 15, 2012

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

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DANIEL MARTINEZ  
Secretary Designate

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DR. THOMAS E. HOLDEN  
Chairperson

MINUTES

OXNARD HOUSING AUTHORITY  
Regular Meeting  
June 5, 2012

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

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DANIEL MARTINEZ  
Secretary Designate

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DR. THOMAS E. HOLDEN  
Chairperson