AGENDA ITEM NO.
I-1

MINUTES

OXNARD HOUSING AUTHORITY
Regular Meeting
June 12, 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 and Community Development Successor Agency. 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: Staff members present were: Daniel Martinez, City Clerk; Karen Burnham, Interim Executive Secretary; Alan Holmberg, General Counsel; Michael O'Malia, Interim Fire Chief; Curtis P. Cannon, Community Development Director; Matthew Winegar, Development Services Director; James Cameron, Chief Financial Officer; Rob Roshanian, Interim Public Works Director; William "Bill" Wilkins, Housing Director; Grace Magistrale Hoffman, Deputy Executive Secretary; Michael Henderson, General Services Manager; Chris Williamson, Principal Planner; and Martin Erickson, Special Assistant to the City 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

City Clerk Department

1. SUBJECT: Minutes of the Regular Meeting of the Oxnard Housing Authority for February 14 and 28, 2012, March 6, 20 and 27, 2012, April 3, 10, 17 and 24, 2012, May 1, 8 and 15, 2012, and June 5, 2012. (001)
   RECOMMENDATION: Approve.

DRAFT

Housing Department

6. SUBJECT: Authorization to Award Contract for the Replacement of Kitchen Cabinets in Public Housing Units. (049)
RECOMMENDATION: Approve and authorize the Chairman to execute a firm-fixed price contract in the amount of $403,190 with Bentley Construction Group, Inc. (A-7502), using funds previously appropriated from the 2010 and 2011 Capital Fund grants, for the replacement of the existing kitchen cabinets in 100 public housing units at Felicia Court housing development located at 1201 through 1363 Felicia Court.

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

At 9:10 p.m. the joint meetings with the City Council and Community Development Commission 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 9:10 p.m. the Housing Authority concurred to adjourn the meeting.

DANIEL MARTINEZ
Secretary Designate

DR. THOMAS E. HOLDEN
Chairperson

DRAFT

MINUTES

OXNARD HOUSING AUTHORITY
Regular Meeting
June 19, 2012

A. ROLL CALL/POSTING OF AGENDA

At 7:16 p.m., the regular meeting of the Oxnard Housing Authority convened in the Council Chambers concurrently with the City Council and Community Development Commission Successor Agency. 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; William "Bill" Wilkins, Housing 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

The Housing Director reviewed housing repairs, HUD requirements, security issues and options (I-8 & I-9). The Housing Commissioners requested an updated report from the Housing Director.

H. PUBLIC COMMENTS ON INFORMATION/CONSENT AGENDA

Comments received by: Maria Castillo, and Lydia Rivera (I-8).

I. INFORMATION/CONSENT AGENDA

Housing Department

7. SUBJECT: Housing Authority Investment Policy. (049)
RECOMMENDATION: Adopt **Resolution No. 1259** adopting an investment policy for the Housing Authority of the City of Oxnard for FY 2012-2013.

DRAFT

8. SUBJECT: Low Rent Public Housing Budget for Fiscal Year 2013. (061)
RECOMMENDATION: Adopt **Resolution No. 1260** approving and adopting the recommended $7,188,940 operating budget for the Low Rent Public Housing program ("LRPH") for fiscal year 2013, as presented for each project area.

9. SUBJECT: Section 8 Housing Choice Voucher Program Budget for Fiscal Year 2013. (071)
RECOMMENDATION: 1) Adopt **Resolution No. 1261** approving and adopting the recommended $17,469,034 operating budget for the Section 8 Housing Choice Voucher Program ("Section 8") for fiscal year 2013; and 2) Approve and authorize the use of $111,862 of administrative reserves to fund the projected deficit.

INFORMATION/CONSENT AGENDA ACTION: Approved as recommended (Andrade/Vega) Ayes: Pinkard, MacDonald, Flynn, Ramirez, Andrade, Vega, 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 SUCCESSOR AGENCY

At 8:39 p.m. the joint meetings with the City Council and Community Development Commission 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 8:39 p.m. the Housing Authority concurred to adjourn the meeting.

DANIEL MARTINEZ
Secretary Designate

DR. THOMAS E. HOLDEN
Chairperson

DRAFT

MINUTES

OXNARD HOUSING AUTHORITY
Regular Meeting
June 26, 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, Community Development Commission Successor Agency and Financing Authority. Commissioners Irene G. Pinkard, Bryan A. MacDonald, Timothy B. Flynn, Carmen Ramirez, Jose Andrade and Francisco Vega were present. Chairperson Thomas E. Holden was absent. The Secretary Designate stated that the agenda was posted on Thursday in the Library and City Clerk's Office. Vice-Chairperson Pinkard presided and called the meeting to order. Staff members present were: Daniel Martinez, Secretary Designate; Alan Holmberg, General Counsel; Grace Magistrale Hoffman, Deputy Executive Secretary; and William "Bill" Wilkins, 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

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

Housing Commissioner Andrade commented on Housing residents ability to report items needing repair or any problems to Housing Authority staff.

DRAFT

4. SUBJECT: Cancellation of the Regular Meetings Scheduled for July 24, 2012 and November 6, 2012 and Schedule a Special Meeting for July 31, 2012. (369)
RECOMMENDATION: Cancel their regular meetings scheduled for July 24, and November 6, 2012 and schedule a special meeting for July 31, 2012.
DISCUSSION: The Deputy Executive Secretary reviewed the proposed change of scheduled meetings.

Comments were received from: Larry Stein and Bert Perello.

ACTION: Move to approve (Pinkard/Ramirez) Ayes: Ramirez, Pinkard, MacDonald, Flynn, Andrade, and Vega. Absent: Holden.

CITY COUNCIL/COMMUNITY DEVELOPMENT SUCCESSOR AGENCY/FINANCING AUTHORITY

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

O. REPORTS

P. PUBLIC COMMENTS ON REPORTS

Q. APPOINTMENT ITEMS

R. STUDY SESSION

S. PUBLIC COMMENTS ON STUDY SESSION

T. ADJOURNMENT

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

DANIEL MARTINEZ
Secretary Designate

DR. IRENE G. PINKARD
Vice-Chairperson

DRAFT

MINUTES

OXNARD HOUSING AUTHORITY
Regular Meeting
July 10, 2012

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

DANIEL MARTINEZ
Secretary Designate

DR. THOMAS E. HOLDEN
Chairperson

DRAFT

MINUTES

OXNARD HOUSING AUTHORITY
Regular Meeting
July 17, 2012

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

DANIEL MARTINEZ
Secretary Designate

DR. THOMAS E. HOLDEN
Chairperson

DRAFT

MINUTES

OXNARD HOUSING AUTHORITY
Regular Meeting
July 24, 2012

The regular scheduled meeting was cancel by the Commissioners on June 26, 2012.

DANIEL MARTINEZ
Secretary Designate

DR. THOMAS E. HOLDEN
Chairman

DRAFT

MINUTES

OXNARD FINANCING AUTHORITY
Regular Meeting
June 26, 2012

A. ROLL CALL/POSTING OF AGENDA

At 7:05 p.m., the regular meeting of the Oxnard Finance Authority convened in the Council Chambers, concurrently with the City Council, Community Development Commission Successor Agency, Housing Authority, and Finance Authority. Commissioners Irene G. Pinkard, Bryan A. MacDonald, Timothy B. Flynn and Carmen Ramirez were present. Chairperson Thomas E. Holden was absent. The Secretary Designate stated that the agenda was posted on Thursday in the Library and City Clerk's Office. Vice-Chairperson Pinkard presided and called the meeting to order. Staff members present were: Daniel Martinez, Secretary Designate; Alan Holmberg, General Counsel; 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

2. SUBJECT: Minutes of the Regular Meeting of the Oxnard Financing Authority for February 14 and 28, 2012, March 6, 20, and 27, 2012, April 3, 10, 17, and 24, 2012, May 1, 8, and 15, 2012, and June 5, 12 and 19, 2012. (005)
RECOMMENDATION: Approve.

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

J. TRANSMITTAL OF INFORMATION ONLY ITEMS

K. INFORMATION/CONSENT PUBLIC HEARINGS

L. PUBLIC HEARINGS

DRAFT

M. REPORT OF SECRETARY

N. FINANCING AUTHORITY COMMISSION BUSINESS/COMMITTEE REPORTS

4. SUBJECT: Cancellation of the Regular Meetings Scheduled for July 24, 2012 and November 6, 2012 and Schedule a Special Meeting for July 31, 2012. (369)
RECOMMENDATION: Cancel their regular meetings scheduled for July 24, and November 6, 2012 and schedule a special meeting for July31, 2012.
DISCUSSION: The Deputy Executive Secretary reviewed the proposed change of scheduled meetings.

Comments were received from: Larry Stein and Bert Perello.

ACTION: Move to approve (Pinkard/Ramirez) Ayes: Ramirez, Pinkard, MacDonald, and Flynn. Absent: Holden.

CITY COUNCIL/COMMUNITY DEVELOPMENT COMMISSION SUCCESSOR AGENCY/HOUSING AUTHORITY

At 8:51 p.m. the joint meetings with the City Council, Community Development Commission Successor Agency 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 8:51 p.m. the Financing Authority concurred to adjourn the meeting.

DANIEL MARTINEZ
Secretary Designate

DR. IRENE G. PINKARD
Vice-Chairman

DRAFT

MINUTES

OXNARD FINANCING AUTHORITY
Regular Meeting
July 10, 2012

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

DANIEL MARTINEZ
Secretary Designate

DR. THOMAS E. HOLDEN
Chairperson

DRAFT

MINUTES

OXNARD FINANCING AUTHORITY
Regular Meeting
July 17, 2012

A. ROLL CALL/POSTING OF AGENDA

At 7:10 p.m., the regular meeting of the Oxnard Financing Authority convened in the Council Chambers, concurrently with the City Council. Commissioners Irene G. Pinkard, Bryan A. MacDonald, Timothy B. Flynn and Carmen Ramirez were present. Chairperson Thomas E. Holden was absent. The Deputy Secretary Designate stated that the agenda was posted on Thursday in the Library and City Clerk's Office. Vice-Chairperson Pinkard presided and called the meeting to order. Staff members present were: Daniel Martinez, Secretary Designate; Karen Burnham, Interim City Manager; Alan Holmberg, City Attorney; James Cameron, Chief Financial Officer; Michael More, Financial Resources Manager; Martin Erickson, Special Assistant to the City Manager; and Lyn Bennett, Deputy 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.

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. FINANCING AUTHORITY COMMISSION BUSINESS/COMMITTEE REPORTS

O. REPORTS

Finance Department

1. SUBJECT: 2012 Special District Bond Refinancings. (133)

DRAFT

RECOMMENDATION: That the City of Oxnard Financing Authority adopt **Resolution No. 43** authorizing the sale, issuance, and delivery of not more than $27,500,000 in principal amount of its Local Obligation Revenue Bonds (2012 Special District Bond Refinancings), Series A Senior Lien Bonds, and not more than $9,500,000 in principal amount of its Local Obligation Revenue Bonds (2012 Special District Bond Refinancings), Series B Subordinate Lien Bonds, and approving certain documents and authorizing certain actions in connection therewith.
DISCUSSION: The Financial Resources Manager outlined the reasons for the refinancing, estimated interest rate; selection of the underwriter, fee structure, and projected savings. The Special Assistant to the City Manager commented on State and federal funding received for interstate road construction. The Chief Financial Officer reviewed the amount to be funded and payment structure.

Comments were received from: William "Bill" Terry, Steve Nash, and Bert Perello.

Bruce Graham, Bond Counsel, reviewed under riding fees and the proposed bond structure.

The Commissioners discussed: costs and fees; interest rate not to exceed; and saving amount of property owners.

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

CITY COUNCIL

At 11:08 p.m. the joint meeting with the City Council concluded.

P. PUBLIC COMMENTS ON REPORTS

Q. APPOINTMENT ITEMS

R. STUDY SESSION

S. PUBLIC COMMENTS ON STUDY SESSION

T. ADJOURNMENT

At 11:08 p.m. the Financing Authority concurred to adjourn the meeting.

DANIEL MARTINEZ
Secretary Designate

DR. IRENE G. PINKARD
Vice-Chairman

LYN BENNETT
Deputy Secretary Designate

DRAFT

MINUTES

OXNARD FINANCING AUTHORITY
Regular Meeting
July 24, 2012

The regular scheduled meeting was cancel by the City Council on June 26, 2012.

DANIEL MARTINEZ
Secretary Designate

DR. THOMAS E. HOLDEN
Chairperson

DRAFT