MINUTES
OXNARD CITY COUNCIL
Regular Meeting
December 2, 2014

A. ROLL CALL/POSTING OF AGENDA

At 6:07 p.m., the regular meeting of the Oxnard City Council convened in the Council Chambers concurrently with the Commission Development Commission Successor Agency. Councilmembers Tim Flynn, Carmen Ramirez, Bryan A. MacDonald, Dorina Padilla and Bert Perello were present. The City Clerk stated that the agenda was posted on Thursday in the Library and City Clerk's Office. Mayor Flynn presided and called the meeting to order. Staff members present were: Daniel Martinez, City Clerk; Greg Nyhoff, City Manager; Stephen Fischer, Interim City Attorney; Jeri Williams, Police Chief; James Williams, Fire Chief; Matthew Winegar, Development Services Director; James Cameron, Chief Financial Officer; Grace Magistrale Hoffman, Deputy City Manager; Martin Erickson, Deputy City Manager; Michael Henderson, General Services Manager; Ashley Golden, Acting Planning and Environmental Services Manager; Kymberly Horner, Interim Redevelopment Services Manager and Daniel Rydberg, Interim Utilities 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 for Salvador Sanchez, former Mayor/Councilperson.

E. CEREMONIAL CALENDAR

1. SUBJECT: Motion That the Regular Order of Business be Suspended Until After the Installation of Newly Elected City Officials.
   ACTION: Moved to suspend regular order of business (Ramirez/MacDonald) unanimously.

2. SUBJECT: Results of the Canvass of Returns of the General Municipal Election Held on November 4, 2014. (001)
   RECOMMENDATION: Adopt Resolution No. 14,703 stating the results of the canvass of the returns for the general municipal election held on November 4, 2014.
   DISCUSSION: The City Clerk reported the results of the November 4, 2014 election.
   ACTION: Moved to approve. (MacDonald/Ramirez) Ayes: Flynn, Ramirez, MacDonald, Padilla and Perello.

3. SUBJECT: City Clerk Administers Oath of Office to Tim Flynn, Mayor; Carmen Ramirez, Councilmember and Bert Perello, Councilmember.
   ACTION: The City Clerk administered the oath to Tim Flynn, Mayor; Carmen Ramirez, Councilmember and Bert Perello, Councilmember.
4. **SUBJECT:** Mayor and Councilmembers are installed. Remarks by Mayor and Councilmembers.
   **DISCUSSION:** Comments were received from all members of the Council.

5. **SUBJECT:** Selection by Mayor Flynn of Mayor Pro Tem.
   **ACTION:** Mayor Flynn selected Councilperson Carmen Ramirez as Mayor Pro Tem.

6. **SUBJECT:** Opportunity for Comments on the Installation of City Officials by Members of the Public.
   **DISCUSSION:** Public comments were received from: Larry Stein; Maricela Alatorre and Larry Barbarine.

RECESS

At 6:35 p.m., the City Council recessed and at 7:07 p.m., the City Council reconvened.

F. **PUBLIC COMMENTS ON ITEMS NOT ON THE AGENDA**

Public comments were received from: Ed Ellis; Harold Ceja; Joseph Contaoi; Larry Stein; Steve Fleischer; Steve Huber; Roger Poirier; Maricela Alatorre; Dan Pinedo; Jim Lavery; Robert Franks; Gary Blum; Pat Brown; Steve Nash and Juan Delgado.

G. **TRANSMITTAL OF INFORMATION ONLY ITEMS**

H. **INFORMATION/CONSENT PUBLIC HEARINGS**

   **ACTION:** Mayor Flynn declared the public hearing open.
   **DISCUSSION:** The City Clerk reported on posting, publication and that there were no written communications received.

1. **SUBJECT:** Planning and Zoning Permit Nos. 13-681-01 (Historical Landmark No. 173) and 13-680-01 (Mills Act Contract), McColm Manor Apartments, 534-542 South F Street. Filed by Armando J. Berriz and Catherine T. Berriz. (005)
   **RECOMMENDATION:** 1) Adopt **Resolution No. 14,704** upholding the City of Oxnard Cultural Heritage Board’s recommendation to designate property known as McColm Manor Apartments, located at 534-542 South F Street, as Ventura County Historical Landmark No. 173; and 2) Approve and authorize the Mayor to execute a Mills Act Contract with Armando J. Berriz and Catherine T. Berriz (A-7731) to maintain and preserve a historic property located at 534-542 South F Street (Historical Landmark No. 173) for the benefit of reduction in property taxes.
   **DISCUSSION:** The Development Services Director commented on the historical housing process.

   Mr. Berriz stated his intend to restore the building.

   The Interim City Attorney reviewed the option of the City Council under the Mill Act.

   **ACTION:** Close the public hearing (Ramirez/Perello) approved unanimously. Move to approve as recommended. (MacDonald/Perello) Ayes: Ramirez, MacDonald, Padilla, Perello and Flynn.
I. PUBLIC HEARINGS

J. APPOINTMENT ITEMS

K. REPORTS

City Attorney Department

1. SUBJECT: Randolph Debt Forgiveness Request. (039)
   RECOMMENDATION: Consider the request of Ms. Tracy Randolph for debt forgiveness and adopt a resolution denying Ms. Randolph’s request.
   DISCUSSION: The Interim City Attorney commented on the conditions of receiving the loan, original loan amount, fees and interest.

Ms. Randolph presented her request to the Council to forgive her small business loan.

The City Council discussed the need to collect the original loan amount, possibility of forgiving fees and interest amounts and efforts by the City Attorney Office to renegotiate the debt.

ACTION: The Council provided directions to City Attorney Office to renegotiate the debt amount including repayment of the principal.

L. REPORT OF CITY MANAGER

The City Manager commented on: the agenda process; the retirement of Karen Burnham, Assistant City Manager and employee survey input.

1. SUBJECT: Verbal Report on Oxnard Community Development Commission Successor Agency and Status of Redevelopment Activities in the City of Oxnard.
   RECOMMENDATION: Receive and consider report.
   DISCUSSION: The Interim Redevelopment Services Manager reviewed the actions of Oversight Board to the Oxnard Community Development Commission Successor Agency and that a “State” information link will be place on the City’s web site.

Public comments were received from: Pat Brown; George Miller and Daniel Lechliter.

The City Manager commented on the hiring of a company to evaluate the sale of former Redevelopment properties.

The City Council discussed several issues including: the information sent to Sacramento; the process to capture any project funds of the former Redevelopment Agency and the sale of former Redevelopment properties.

At 9:06 p.m., Mayor Flynn left the meeting and Mayor Pro Tem Ramirez presided.

ACTION: Received report and provided comments.

At 9:14 p.m., Mayor Flynn was present and presided.
M. CITY COUNCIL BUSINESS/COMMITTEE REPORTS

N. PUBLIC COMMENTS ON REPORTS

O. PUBLIC COMMENTS ON STUDY SESSION

P. STUDY SESSION

COMMUNITY DEVELOPMENT SUCCESSOR AGENCY

At 9:44 p.m. the joint meeting with the Commission Development Commission Successor Agency concluded.

M. CITY COUNCIL BUSINESS / COMMITTEE REPORTS

The City Council commented on various issues including: St. Francis Warming Shelter; develop an anti-domestic violence program; dog vaccination program; Housing program; Life Guard program; meeting with Peter Brown regarding Homelessness solutions; appointments of CAG positions; positive Police “interaction” meetings and Santa Clara Waste Water (monitoring of Anterra violations) incident.

Q. REVIEW OF INFORMATION/CONSENT AGENDA

Comments were received from: Interim Utilities Director (S-2); and General Services Manager (S-2(f)) and (S-3).

R. PUBLIC COMMENTS ON INFORMATION/CONSENT AGENDA

Public comments were received from: Pat Brown (S-3); Roger Poirier (S-3); Margot Palaecos (S-3); and Steve Fleischer (S-3).

S. INFORMATION/CONSENT AGENDA

City Attorney Department

1. SUBJECT: Westport Easement. (051)
   RECOMMENDATION: Approve and Authorize the Mayor to sign a Grant of Easement for maintenance by the Westport at Mandalay Bay Owners Association of the Fountain and Monuments on Tradewinds and Chesapeake Drives.

City Manager Department

2. SUBJECT: Agreements for City Council Review. (077)
   RECOMMENDATION: Approve and authorize the City Manager, to execute the attached agreements/contracts and change orders/amendments in amounts more than $25,000 but no more than $250,000, which are described on the attached list.
4. **SUBJECT:** Procurement of Services related to Community Development Block Grant (C.D.B.G) Program Administration. (085)

**RECOMMENDATION:** Adopt Resolution No. 14,706 clarifying that procurement of certain trade and professional services utilizing federal Community Development Block Grant (C.D.B.G.) funds are classified as eligible program administration costs pursuant to 24 CFR 570.206.

**INFORMATION/CONSENT AGENDA ACTION:** Approved as recommended. (Flynn/Ramirez)

Ayes: MacDonald, Padilla, Perello, Flynn and Ramirez.

At 10:29 p.m., Councilman MacDonald left the meeting.

**General Services**

3. **SUBJECT:** Authorize Approval to Execute an Agreement with the California Department of Housing and Community Development (HCD) for Housing Related Parks Program Grant Funds. (081)

**RECOMMENDATION:** Adopt Resolution No. 14,705 authorizing: 1) The City Manager to execute a Standard Agreement with HCD for the Housing Related Parks (HRP) Program grant funds totaling $956,700 to be used for qualifying park improvements at City parks located in Park Deficient and Disadvantaged areas of the City as identified under HCD guidelines; 2) The Finance Director to appropriate the funds and perform required financial actions in accordance with the parameters of the grant application; and 3) The General Services Department or designee to submit non-financial reports to HCD.*

**DISCUSSION:** The General Services Manager reviewed the planning process, options to City Council to spend grant funds in four parks and schedule to spend grant funds.

The City Council discussed funding conditions placed on the grant funds, time schedule to spend funds and community input.

**ACTION:** Approved as recommended with condition that staff return to Council to discuss Campus Park issues. (Flynn/Ramirez) Ayes: Perello, Flynn and Ramirez. Noes: Padilla.

Absent: MacDonald.

**T. ADJOURNMENT**

At 10:34 p.m. the City Council concurred to adjourn the meeting.
MINUTES
OXNARD CITY COUNCIL
Special Meeting
November 25, 2014

A. ROLL CALL/POSTING OF AGENDA

At 6:06 p.m., the special meeting of the Oxnard City Council convened in the Council Chambers. Councilmembers Tim Flynn, Carmen Ramirez, Bryan A. MacDonald, Dorina Padilla and Bert Perello were present. The City Clerk stated that the agenda was posted on Thursday in the Library and City Clerk's Office. Mayor Flynn 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, City Clerk; Greg Nyhoff, City Manager; Stephen Fischer, Interim City Attorney; Matthew Winegar, Development Services Director; James Cameron, Chief Financial Officer; Scott Whitney, Assistant Police Chief; Carrie Sabatini, Interim Housing Director; Grace Magistrale Hoffman, Deputy City Manager; Daniel Rydberg, Interim Utilities Director; Martin Erickson, Deputy City Manager; Karl Lawson, Compliance Services Manager and Kymberly Horner, Interim Redevelopment Services Manager.

E. CEREMONIAL CALENDAR

F. PUBLIC COMMENTS ON ITEMS NOT ON THE AGENDA

M. CITY COUNCIL / BUSINESS/COMMITTEE REPORTS

Development Services Department

1. SUBJECT: “One Stop” Permit Center Update. (017)

RECOMMENDATION: Receive a report on the initial results of the permit/process business tax certificate community and focus group meetings.

DISCUSSION: Comments were received from Suzanne Quitoriano.

ACTION: The City Council concurred to remove from agenda.

G. TRANSMITTAL OF INFORMATION ONLY ITEMS

Finance Department

1. SUBJECT: State Controller Financial Transactions Report. (001)


DISCUSSION: The Chief Financial Officer briefly explained that this process was required by State Controller Office which included “accrued leave” information.

Public comments were received from: Jim Lavery and Dan Pinedo.
The City Council questioned if the “accrued leave” data was part of the report.

The City Manager reported that information regarding “accrued leave” issues would be presented to the Council.

**ACTION:** Received State Controller Financial Transactions Report. (MacDonald/Ramirez). Ayes: Ramirez, MacDonald, Padilla, Perello and Flynn.

**H. INFORMATION/CONSENT PUBLIC HEARINGS**

**I. PUBLIC HEARINGS**

**J. APPOINTMENT ITEMS**

**K. REPORTS**

**Housing Department**

1. **SUBJECT:** Verbal Report on the Completion of the Vista Urbana Housing Project.
   **RECOMMENDATION:** Receive and Consider Report.
   **DISCUSSION:** The Compliance Services Manager reviewed the housing project including assisting homebuyers, the appraisal process within the Riverpark community and conditions placed on the affordable housing project.

At 6:43 p.m. Mayor Flynn left the meeting and Mayor Pro Tem Ramirez presided. At 6:50 p.m., Mayor Flynn returned to the meeting and presided.

Public comments were received from: Cassandra Lopez; Gloria Valencia; Francine Castanon; Larry Stein; Daniel Lechliter and William Terry.

The Interim Redevelopment Services Manager discussed the HERO Assistance Program in the Riverpark community and other areas of the City.

The Council discussed: the desire for home ownership; property values of the neighborhood and the appraisal of properties in the Riverpark community.

**ACTION:** The City Council provided comments and directions to staff.

**Utilities Department**

2. **SUBJECT:** Report on the Utilities Department and Approval of a Resolution Amending Resolution Number 14,667, Authorizing Full-Time Positions in the City Service. (003)
   **RECOMMENDATION:** 1) Receive a report on the Utilities Department and approve a Resolution No. 14,701 amending Resolution Number 14,667, authorizing regular full-time positions and the creation of new full-time positions in the City Service; and 2) Authorize the City Manager to make the necessary budgetary adjustments.
   **DISCUSSION:** The Interim Utilities Director and Steve McDonald, Carollo Engineers, reviewed several issues including: future “development” vision; assessment of assets; analysis of needs; financial funding and rate structure.

Public comments were received from: Joseph Containoi; Larry Stein; Dan Pinedo; William Terry; Sandra Sudac; Lupe Anguiano and Steve Nash.
The City Manager commented that proposed costs were “cost” neutral; results of the consultant plan and future reviews of proposed salaries.

The Council discussed several issues including funding of personnel costs; possible internship program; maintenance of infrastructure and having to review period.

ACTION: Approved as recommended with periodic updates. (MacDonald/Ramirez). Ayes: MacDonald, Padilla, Flynn and Ramirez. Noes: Perello (due to “concern of the finances” and many questions.)

L. REPORT OF CITY MANAGER

The City Manager commented on recent Ormond Beach improvements.

M. CITY COUNCIL / BUSINESS/COMMITTEE REPORTS

The Council discussed: attending National Conference of Cities (use of “Open Gov” software); discussion of crime in City and reward program; Anterra site; information from Southern California Edison regarding the possible site of a Power Plant on the beach.

N. PUBLIC COMMENTS ON REPORTS

O. PUBLIC COMMENTS ON STUDY SESSION

P. STUDY SESSION

Q. REVIEW OF INFORMATION/CONSENT AGENDA

Comments were received from: Development Services Director and Interim Utilities Director (S-1); Interim Utilities Director (S-3); and Ann Shepherd, Naval Base (S-4).

R. PUBLIC COMMENTS ON INFORMATION/CONSENT AGENDA

Public comments were received from: Joseph Contaoi (S-3); Nancy Pedersen (S-4); Pat Brown (S-4); Dan Pinedo (S-4) and Steve Nash (S-1) and S-(4).

S. INFORMATION/CONSENT AGENDA

Development Services Department

1. SUBJECT: Oxnard Boulevard Intelligent Transportation System (ITS) Extension. (027)
RECOMMENDATION: 1) Adopt Project Specification No. DS 15-04 for extending the ITS Project to include Oxnard Boulevard and to connect various Water facilities throughout the City; and 2) Approve a budget appropriation for the Oxnard Boulevard ITS Project including $500,000 received from the California Department of Transportation (Caltrans) for relinquishing Oxnard Boulevard, transferring $250,000 of Circulation System Improvement Funds (CSIF) from the ITS Project, and appropriating $271,575 from the Water Enterprise Fund Balance (WEFB) for the connection of various water facilities into the City’s fiber optic backbone.
Fire Department

2. **SUBJECT:** Authorization to Submit an Application to the Federal Emergency Management Agency for $40,250 in Assistance to Firefighters Grants Program (AFG) Funds. (031)
   
   **RECOMMENDATION:** Adopt Resolution No. 14,702 authorizing: 1) The City Manager to submit a grant application to the Federal Emergency Management Agency (FEMA) AFG program in the amount of $40,250; 2) The City Manager or designee to execute the grant agreement if grant funds are awarded to the City; 3) The Chief Financial Officer to appropriate the funds and perform all other required financial actions; and 4) The Fire Chief or designee to submit non-financial reports.

Utilities Department

3. **SUBJECT:** First Amendment to Agreement with Carollo Engineers, Inc. for Public Works Integrated Master Planning Including Condition, Assessment, Operations, Maintenance & Performance Optimization. (035)
   
   **RECOMMENDATION:** 1) Approve and authorize the Mayor to execute a First Amendment to the Agreement with Carollo Engineers, Inc., (A-7668) for Public Works Integrated Master Planning including Condition Assessment, Operations, Maintenance & Performance Optimization, in the amount of $1,758,615, to bring the total amount to $4,606,116, for the provision of Phase 2 services; and 2) Approve appropriations of $102,958 from Water Operating Fund 601 Fund Balance; $170,000 from Water Resource Fee 606 Fund Balance; $141,873 from Wastewater Collection Fund 611 Fund Balance and $416,949 from Wastewater Treatment Fund 621 Fund Balance for a total of $831,780.

4. **SUBJECT:** Second Amendment to Agreement between the United States Department of the Navy and the Nature Conservancy and the Trust for Public Land and the City of Oxnard. (055)
   
   **RECOMMENDATION:** Approve joining the Encroachment Protection Agreement and authorize the Mayor to execute a Second Amendment with the United States Department of the Navy and the Nature Conservancy and the Trust for Public Land and the City of Oxnard (A-7734).

**INFORMATION/CONSENT AGENDA ACTION:** Approved as recommended.
(Ramirez/MacDonald) Ayes: Padilla, Perello, Flynn, Ramirez and MacDonald.

T. **ADJOURNMENT**

At 9:59 p.m. the City Council concurred to adjourn the meeting.

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DANIEL MARTINEZ            TIM FLYNN
City Clerk                 Mayor

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CARMEN RAMIREZ
Mayor Pro Tem
MINUTES
OXNARD CITY COUNCIL
Special Meeting
December 3, 2014

A. ROLL CALL/POSTING OF AGENDA

At 6:08 p.m., the special meeting of the Oxnard City Council convened in the Oxnard Human Resources Activity Room, 300 West Third Street. Councilmembers Tim Flynn, Carmen Ramirez, Bryan A. MacDonald, Dorina Padilla and Bert Perello were present. The City Clerk stated that the agenda was posted on Monday at the City Clerk’s Office. Mayor Flynn presided and called the meeting to order. Staff members present were: Daniel Martinez, City Clerk; Greg Nyhoff, City Manager and Stephen Fischer, Interim City Attorney.

B. PUBLIC COMMENT

Public comments were received from: Joseph Contaoi and Chuck Bauman.

C. CLOSED SESSION

At 6:18 p.m., the City Council recessed to a closed session, pursuant to Government Code section 54957.6 to review the status of labor negotiations and to provide instructions to the City’s negotiators, Greg Nyhoff, City Manager; Dania Torres Wong and Burke Dunphy, City’s labor attorneys regarding salaries, salary schedules and compensation paid in form of fringe benefits for employees (Employee organizations: International Association of Firefighters, AFL-CIO (IAFF), Local No. 1684; Oxnard Peace Officers’ Association (OPOA); Service Employees International Union CTW, CLC, Local 721 (SEIU Local 721); International Union of Operating Engineers AFL-CIO, Local No. 501 (IUOE Local 501); Oxnard Public Safety Management Employees’ Association (Police Unit); Oxnard Public Safety Management Employees’ Association (Fire Unit); and Oxnard Mid-Managers’ Association, Unrepresented employees: Assistant City Manager, Chief Financial Officer, City Clerk, City Treasurer, Deputy City Manager, Development Services Director, Fire Chief, Housing Director, Human Resources Director, Redevelopment Services Manager, Library Director, Police Chief, Utilities Director (Department Directors); Assistant City Attorney, Deputy City Attorney, Law Office Manager, Human Resources Manager, Workers’ Compensation Manager, Management Analyst III (C) (Confidential Mid-Managers); and Accountant II (C80), Accounting Technician (C67), Administrative Assistant (C70), Administrative Legal Assistant (C70), Administrative Legal Secretary I (C25), Administrative Legal Secretary II (C35), Administrative Legal Secretary III (C50), Administrative Secretary I (C15), Administrative Secretary II (C30), Administrative Secretary III (C40), Administrative Services Assistant (C70), Administrative Technician (C60), Employee Relations Coordinator (C67), Executive Assistant I (C80), Executive Assistant II (C85), Human Resources Technician (C70), Office Assistant I (C10), Office Assistant II (C20), Paralegal (C75), Safety Specialist (C72), Senior Administrative Legal Secretary (C65), Senior Administrative Secretary (C55), Senior Human Resources Coordinator (C75), Workers’ Compensation Specialist (C69) (Confidential Employees).
At 9:21 p.m., the City Council reconvened.

D. ADJOURNMENT

At 9:21 p.m. the City Council concurred to adjourn the meeting.

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DANIEL MARTINEZ                     TIM FLYNN
City Clerk                           Mayor