A. ROLL CALL/POSTING OF AGENDA

At 6:07 p.m., the regular meeting of the Oxnard City Council convened in the Council Chambers. Councilmembers Carmen Ramirez, Dorina Padilla and Bert Perello were present. Councilmembers Tim Flynn and Bryan A. MacDonald was absent. The City Clerk stated that the agenda was posted on Thursday in the Library and City Clerk's Office. Mayor Pro Tem Ramirez 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 for Claudia Sanchez, Margaret Ramirez, Thomas Randy Cooper, Christina Ramirez and Scott Carroll. Staff members present were: Daniel Martinez, City Clerk; Greg Nyhoff, City Manager; Maria Hurtado, Assistant City Manager; Scott Whitney, Assistant City Manager; Stephen Fischer, Interim City Attorney; Jeri Williams, Police Chief; Ashley Golden, Development Services Director; Keith Brooks, Interim IT Manager; Jason M. Samonte, Traffic Engineer; Arturo Castillo, Housing Director; Daniel Rydberg, Interim Utilities Director; David Endelman, GIS Coordinator and Karl Lawson, Compliance Services Manager.

E. CEREMONIAL CALENDAR

F. PUBLIC COMMENTS ON ITEMS NOT ON THE AGENDA

Public comments were received from: Armando Vazquez (school program at Café @ A Street); Brett Munoz (banking system); Ed Ellis (list of Ormond Beach visitors); Juanita Alvarez (Housing needs); Miguel Marquez (helping with Housing needs); Dina Ontiveras (water service at Nyeland Acres and Ventura Road); Dan Pinedo (dog scared due to fireworks); Martin Jones (lending rates); Maria C. Ovando (sewer odors at Redwood, the Interim Utilities Director addressed issue) and Karl Lawson (homeless shelter).

G. REVIEW OF INFORMATION/CONSENT AGENDA

Comment was received from: Traffic Engineer (I-3). Councilmember Perello commented on proposed design & questioned type of concrete work.

H. PUBLIC COMMENTS ON INFORMATION/CONSENT AGENDA

Public comment was received from: George Miller (I-3).
I. INFORMATION/CONSENT AGENDA

City Clerk Department

1. SUBJECT: Minutes of the Regular Meetings of the Oxnard City Council for October 20, 2015. (001)
   RECOMMENDATION: Approve.

City Manager Department

2. SUBJECT: Agreements for City Council Review. (007)
   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.

Development Services Department

3. SUBJECT: Installation of a Raised Median along Victoria Avenue from Gonzales Road to Fifth Street. (011)
   RECOMMENDATION: 1) Adopt Project Specification No. DS 15-43 for the installation of a raised median along Victoria Avenue from Gonzales Road to Fifth Street; and 2) Approve a budget appropriation recognizing additional Federal grant funding of $831,900 from the Highway Safety Improvement Program (HSIP) and appropriate additional match of $251,834 from Circulation System Improvement Fund to the Victoria from 5th Street to Gonzales Project 143102.


J. PUBLIC HEARINGS

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

Development Services Department

1. SUBJECT: Review of Planning Commission’s Approval of Planning and Zoning Permit No. 14-510-03 (Special Use Permit-Alcohol Sales) to allow an existing 76,639 square foot Wal-Mart, located at 2701 Saviers Road to sell beer, wine, and liquor for off-site consumption (ABC Type 21) within the store. Filed by Brent McManigal on behalf of Wal-Mart Stores, Inc and the property owner, 550 East Hospitality Lane, Suite 300, San Bernardino, California 92408. (015)
   RECOMMENDATION: Adopt a resolution upholding the Planning Commission’s action and approve Planning and Zoning Permit No. 14-510-03 (Special Use Permit – Alcohol) to allow an existing 76,639 square foot Wal-Mart, located at 2701 Saviers Road to sell beer, wine, and liquor for off-site consumption (ABC Type 21) within the store, subject to certain findings and conditions.
DISCUSSION: The Development Services Director reviewed request to sell beer, wine and liquor at Walmart site and conditions placed by the Police Department including allowed selling hours and types of sales.

At 6:57 p.m., Mayor Flynn was present and presided.

The Police Chief reviewed the crime rate compared to other commercial sites.

Lisa Kolieb and Christina Gosen representing Walmart commented on: contact with Police Department and schools; in-house liquor training; store security and following required Police restrictions.

Public comments were received from: Cesar Morales (Oxnard School District Superintendent); Nancy Pedersen; Denis O’Leary (Oxnard School District Trustee); Salvador Ayala; Tammy Tripp; Ana Quiroz; Francine Castanon and Pat Brown.

The Interim City Attorney reviewed standards and process for allowing liquor licenses.

The City Council discussed: crime rate statistics; density of local community and requirements for allowing liquor licenses.


K. APPOINTMENT ITEMS

Public Works Department

1. SUBJECT: Appropriate Funds from Streets Improvement Fund Balance in the amount of $1,250,000 to the La Colonia Resurfacing, Phase I, Project 143116. (087) RECOMMENDATION: Approve a budget appropriation in the amount of $1,250,000 from the Street Improvement Fund Balance to the La Colonia Resurfacing, Phase I, Project 143116. DISCUSSION: The Interim Utilities Director commented on the options for the community streets may include replacing funding for resurfacing of four streets.

Public comment was received from: Harold Ceja.

The City Council discussed: funding for street repair and future “street improvement” plans.


L. REPORTS

City Manager Department

1. SUBJECT: Presentation of Information Technology Four-Year Master Plan from NexLevel Information Technology, Inc. (089)
RECOMMENDATION: Receive a presentation and report on the Information Technology Four-Year Master Plan from NexLevel Information Technology, Inc.

DISCUSSION: The Interim IT Manager outlined the proposed updated of “computer” services which would include: email system, web site, high speed internet; agenda process and a proposed Oxnard 311 (citizen relationship communications).

Patrick Griffin and Linda Lang with NexLevel Information Technology reviewed the process to appraise current computer services and assessed future “computer” needs including “public” input.

Public comments were received from: Steve Nash, George Miller and Phillip Molina.

The City Council discussed: staff plans for internal municipal “computer” needs; funding issues and working with a company such as “Google” to produce a “state of the art” municipal communications system.

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

2. SUBJECT: Third Amendment to Purchase Order No. 4203 with Kemira Water Solutions for Supply and Delivery of Ferric Chloride to the Wastewater Treatment Plant. (095)

RECOMMENDATION: Approve and authorize the Mayor to execute a Third Amendment to Purchase Order No. 4203 with Kemira Water Solutions (Kemira) for the supply and delivery of Ferric Chloride to the Wastewater Treatment Plant, extending the expiration date from October 16, 2015 to June 30, 2016 and adding $175,000 to the amount, increasing the total from $1,354,790 to $1,529,790.

DISCUSSION: The Interim Utilities Director commented on the reason for the amendment and cost.

The City Council discussed having a future “Request For Proposal” for this service.


O. PUBLIC COMMENTS ON REPORTS

P. PUBLIC COMMENTS ON STUDY SESSION

Q. STUDY SESSION

City Attorney Department

1. SUBJECT: Review and Discuss Whistleblower Policy Guidelines. (103)

RECOMMENDATION: Discuss a Whistleblower Policy and provide staff direction to return to Council with a recommended Whistleblower Policy for adoption.

DISCUSSION: The Interim City Attorney reviewed current municipal, State and federal guidelines regarding “Whistleblower” laws; other cities’ “Whistleblower” programs; actions that may be taken if incidents are found and establishment of program.

Public comments were received from: Phillip Molina, Jackie Tedeschi, George Miller and Pat Brown.
The City Manager recommended that process be independent from the City Manager’s Office or City Auditor who answers directly to the City Council to be successfully.

The City Council discussed reasons to have an “ethics” program, possible use of a vendor, other cities’ programs, cost of a program and having an “ethics” officer.

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

M. REPORT OF CITY MANAGER

The City Manager commented on discussions with the Ventura County Civil Grand Jury regarding the future of Oxnard and municipal issues.

N. CITY COUNCIL BUSINESS/COMMITTEE REPORTS

The City Council discussed: Downtown restroom facilities for homeless individuals; questioned who was the “key” person regarding homelessness issues and what would be next year’s plan for a winter warming shelter (Ramirez); Cultural Arts Commission creation of (501(c)) organization (Padilla); the proposal of moving of trucks with sand to City of Malibu on City streets (Ramirez) and Priority budgeting (Flynn).

R. ADJOURNMENT

At 11:23 p.m., the City Council concurred to adjourn the meeting.

DANIEL MARTINEZ
City Clerk

TIM FLYNN
Mayor

CARMEN RAMIREZ
Mayor Pro Tem
MINUTES
OXNARD CITY COUNCIL
Regular Meeting
December 8, 2015

A. ROLL CALL/POSTING OF AGENDA

At 5:04 p.m., the regular meeting of the Oxnard City Council convened in the Council Chambers. Council members 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; Maria Hurtado, Assistant City Manager; Scott Whitney, Assistant City Manager; Stephen Fischer, Interim City Attorney; Ashley Golden, Development Services Director and Cynthia Daniels, Project Manager.

B. PUBLIC COMMENTS ON CLOSED SESSION ITEMS

C. CLOSED SESSION

At 5:06 p.m. the City Council recessed to a closed session, pursuant to Government Code section 54956.9(d)(2), based on existing facts and circumstances, there is significant exposure to litigation against the City in one potential case relating to the City's public work contract with Security Paving Company, Inc. (Specification No. PW03-19).

At 6:04 p.m., the City Council reconvened and recessed to the evening session.

D. OPENING CEREMONIES

At 6:04 p.m., the regular meeting of the Oxnard City Council reconvened in the Council Chambers. The meeting opened with the pledge of allegiance to the flag of the United States, followed by a moment of silence for victims of San Bernardino mass shooting. Mayor Flynn presided. Additional staff members present were: Arturo Castillo, Housing Director; Joseph Lillio, Chief Financial Officer; Jeri Williams, Police Chief; Tabin Cosio, Human Resources Director; Daniel Rydberg, Interim Utilities Director; Karl Lawson, Compliance Services Manager; Michael Henderson, General Services Manager; Sofia Kimsey, Interim Library Director and Michael More, Financial Resources Manager.

E. CEREMONIAL CALENDAR

1. SUBJECT: Presentation of Employee of the Fourth Quarter.
   DISCUSSION: The Interim Library Director introduced Veronica Rodriguez as Employee of the fourth quarter and commented on the many tasks assigned to her.

2. SUBJECT: Swearing in of New Fire Chief Bryan Brice.
   ACTION: The City Clerk swore-in Bryan Brice as the new Fire Chief. The City Council welcomed the new Fire Chief to the community and thanked the Police Chief for being the Interim Fire Chief.
F. PUBLIC COMMENTS ON ITEMS NOT ON THE AGENDA

Public comments were received from: Pete Placencia (Colonia Boxing Gym); Inez Tuttle (Christmas parade); Woodrow Thomas; Larry Stein; Al Velasquez (opposed utility rate); Morey Navarro (branding of City, Recycling Center, City Corps); Bill Probst (Concert Music Association); Josephine Soliz (support of City Corps); Alise Echele (support of City Corps); Gary Blum (Christmas parade); Gerard Kapuscik (Ventura County levee projects) and Mike Johnson.

G. REVIEW OF INFORMATION/CONSENT AGENDA

H. PUBLIC COMMENTS ON INFORMATION/CONSENT AGENDA

Public comment from Pat Brown (I-1).

I. INFORMATION/CONSENT AGENDA

City Attorney Department

1. SUBJECT: Resolution Reversing Planning Commission’s Approval of Planning and Zoning Permit No. 14-510-03 (Special Use Permit-Alcohol Sales) to Allow an Existing 76,639 Square Foot Wal-Mart, Located at 2701 Saviers Road to sell Beer, Wine and Liquor for Off-site Consumption (ABC Type 21) Within the Store. (001)

RECOMMENDATION: Adopt Resolution No. 14,875 reversing the Planning Commission’s approval of Planning and Zoning Permit No. 14-510-03 (Special Use Permit-Alcohol) to allow an existing 76,639 square foot Wal-Mart, located at 2701 Saviers Road to sell beer, wine and liquor for off-site consumption (ABC Type 21) within the store.*

City Manager Department

2. SUBJECT: Agreements for City Council Review. (007)

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.

Finance Department

3. SUBJECT: Budget Appropriation – Westport Community Facilities District No. 2. (011)

RECOMMENDATION: Approve a budget appropriation in the amount of $238,342 for Community Facilities District (CFD) No. 2 (Westport) and recognize additional revenue in the amount of $21,521 based on actual special tax levy being collected from the Ventura County Secured Tax Roll in FY 2015-16.

4. SUBJECT: Budget Appropriation – Seabridge Community Facilities District No. 4. (039)

RECOMMENDATION: Approve a budget appropriation in the amount of $168,851 for Community Facilities District (CFD) No 4 (Seabridge) and recognize additional revenue in the amount of $1,899 based on actual special tax levy being collected from the Ventura County Secured Tax Roll in FY 2015-16.
5. **SUBJECT:** Budget Appropriation – RiverPark Community Facilities District No. 5. (059)
   **RECOMMENDATION:** Approve a budget appropriation in the amount of $557,370 for Community Facilities District (CFD) No 5 (RiverPark) and recognize additional revenue in the amount of $586,697 to reflect the actual special tax levy being collected from the Ventura County Secured Tax Roll in FY 2015-16.

**Fire Department**

6. **SUBJECT:** Authorization to Submit a Grant Application to the Federal Emergency Management Agency (FEMA) for $241,250 in Assistance to Firefighters Grant Program (AFG) Grant Funds for Wildland Fire Training and Equipment. (089)
   **RECOMMENDATION:** Adopt Resolution No. 14,876 authorizing: 1) The City Manager to submit a grant application to the FEMA Assistance to Firefighters Grant program in the amount of $241,250 for the purpose of purchasing Wildland Fire Equipment and Training; 2) The City Manager or designee to execute the grant agreement if grant funds are awarded to the City; 3) The Chief Financial Officer or designee to submit financial reports and grant claims, approve special budget appropriations for the use of the grant funds and perform all other required financial actions; and 4) The Fire Chief or designee to submit non-financial reports.

**General Services Department**

7. **SUBJECT:** Authorization for City Manager to Execute Written Consent and Land Use Application for Modification Under the Second Amendment to the Rooftop Lease Agreement (A-5300). (093)
   **RECOMMENDATION:** 1) Authorize the City Manager or his designee to provide written consent to AT&T’s proposal to make minor modifications to its wireless communications facility located on the roof of the Administrative Building located at 300 West Third Street if the Planning Manager approves or conditionally approves AT&T’s application; and 2) Authorize the City Manager or his designee to execute the associated Land Use Application on behalf of the City.

**INFORMATION/CONSENT AGENDA ACTION:** Approved as recommended. (Ramirez/Padilla) Ayes: Ramirez, MacDonald, Padilla, Perello and Flynn. *Abstain: MacDonald only I-1.

**J. 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.

**Housing Department**

1. **SUBJECT:** First Amendment to FY2013-18 Consolidated Plan and the FY2015-16 Annual Action Plan for the City of Oxnard. (101)
   **RECOMMENDATION:** 1) Conduct a public hearing to receive comments on the proposed first amendment to FY2013-18 Consolidated Plan and the FY2015-16 Annual Action Plan; 2) Authorize the City Manager to submit the Council approved Substantial Amendment to the FY 2013-2018 Consolidated Plan and the FY 2015-2016 Annual Action Plan to the U.S. Department
of Housing and Urban Development (HUD) for approval; 3) Approve the appropriation of $10,000.00 in Community Development Block (CDBG) Grant funding for the Winter Warming Shelter and the cancellation of the Journeymen Apprentice Program; and 4) Authorize the Chief Financial Officer to approve the special budget appropriation of $500 into Fund 285 (CDBG Entitlement) and transfer within this Fund $9,500 from Account 5110 (Journeymen Apprentice) to Account 5309 (Transitional Living Center), to fund the Winter Warming Shelter with $10,000.*

**DISCUSSION:** The Housing Director reviewed: fund adjustments; grants funds received; reason for modification; funding of code compliance personnel and searching for new grants.

The Compliance Services Manager reviewed the HOME grant program which assist elderly low-income home owners with health and safety issues.

Public comments were received from: Jason Meek, Barbara Marci-Ortiz, Eileen Tracy and Woodrow Thomas.

The Interim City Attorney outlined the use of CDBG funds and need for documentation.

**ACTION:** Close the public hearing. (Ramirez/Perello) unanimously.

**DISCUSSION:** The Council discussed several issues including: HOME program; Code Compliance; rental inspection program and having a “plan” to assist the community.

**ACTION:** Approved as recommended. (Ramirez/Perello) Ayes: MacDonald, Padilla, Perello, Flynn and Ramirez. Noes: Padilla only for #2.

**K. APPOINTMENT ITEMS**

**L. REPORTS**

Finance Department

1. **SUBJECT:** Agreements with NBS for Maintenance Assessment Districts and Budget Appropriation (131)

   **RECOMMENDATION:** 1) Approve and authorize the City Manager to execute a three-year Agreement with NBS (7281-15-FN) in the amount of $202,200 for administration of the City’s Maintenance Assessment Districts; 2) Approve and authorize the City Manager to execute a First Amendment to Agreement with NBS (7117-FN-15) to add $35,000 for a total of $135,000 to continue to provide for additional services associated with resolving issues within the City’s Maintenance Assessment Districts; and 3) Approve the appropriation of funds in the amount of $222,400 from the Maintenance Assessment Districts to pay for various services provided by NBS and RegisConnect.

   **DISCUSSION:** The Chief Financial Officer and Financial Resources Manager outlined: the proposed agreements; selection process and inspecting district boundaries.

The Financial Resources Manager outlined the reason(s) to select NBS to address assessment district issues including district boundaries.
Brian Brown, NBS, reviewed services to be provided to maintenance districts including: being funded by assessment district(s); review of actual maintenance fees and provide information options to each district to increase or decrease services.

Public comments were received from: Larry Stein; Michael Gleason; Phillip Molina; Steve Nash and Al Velasquez.

The Council discussed: scope of service to be provided; use of General Fund; using in-house staff and decisions of maintenance service by each district.

**ACTION:** Approved as recommended #2 and #3 with removal of recommendation #1. (Ramirez/Flynn). Ayes: Padilla, Flynn and Ramirez. Noes: Perello and MacDonald.

**RECESS**

At 9:24 p.m., the City Council recessed and at 9:31 p.m., the Council reconvened.

**General Services Division**

2. **SUBJECT:** Blanket Purchase Order for MacValley Oil Company to Deliver Gasoline and Diesel to Various City Sites for Period January 1, 2016-December 31, 2016. (163)
   **RECOMMENDATION:** Approve and authorize the Mayor to sign a blanket purchase order (No. 5640) for MacValley Oil Company to deliver gasoline and diesel to various City sites in an amount not to exceed $514,000. This blanket purchase order is for the period from January 1, 2016, to December 31, 2016.
   **ACTION:** Approved as recommended. (MacDonald/Perello). Ayes: Perello, Flynn, Ramirez, MacDonald and Padilla.

3. **SUBJECT:** Blanket Purchase Order for Sawyer Petroleum to Deliver Bio-diesel to the Wastewater Treatment Plant for Period January 1, 2016-December 31, 2016. (167)
   **RECOMMENDATION:** Approve and authorize the City Manager to sign a blanket purchase order (No. 5641) for Sawyer Petroleum to deliver bio-diesel to the Wastewater Treatment Plant located at 6001 Perkins Road in an amount not to exceed $50,000. This blanket purchase order is for the period from January 1, 2016, to December 31, 2016.
   **ACTION:** Approved as recommended. (MacDonald/Perello). Ayes: Perello, Flynn, Ramirez, MacDonald and Padilla.

4. **SUBJECT:** Blanket Purchase Order for Silvas Oil Company to Deliver Lubricants and Antifreeze to Various City Sites for Period January 1, 2016-December 31, 2016. (171)
   **RECOMMENDATION:** Approve and authorize the City Manager to sign a blanket purchase order (No. 5639) for Silvas Oil Company to deliver lubricants and antifreeze to various City sites in an amount not to exceed $150,000. This blanket purchase order is for the period from January 1, 2016, to December 31, 2016.
   **ACTION:** Approved as recommended. (MacDonald/Perello). Ayes: Perello, Flynn, Ramirez, MacDonald and Padilla.
Public Works Department

5. **SUBJECT:** Approval of Lowest Responsible Responsive Bid and Authorization to Issue and Execute a Contract for Project Specification No. UD15-29 Water Systems Non-Scheduled Emergency Work or Scheduled Urgent Work. (175)

**RECOMMENDATION:** Award Contract to the lowest responsible responsive bidder, Sam Hill & Sons, Incorporated, (A-7833) for Project Specification No. UD15-29 Water Systems Non-Scheduled Emergency Work or Scheduled Urgent Work to the City’s water and recycled water systems for the period of January 1, 2016 through December 31, 2018 for a total contract amount not to exceed $1,800,000 and authorize the purchasing agent to execute the contract upon receipt of final documents.

**DISCUSSION:** The Interim Public Works Director requested approval for emergency work due to large project and use of personnel (staff/consultants).

Public comments received from: Al Velasquez and George Miller.

The Human Resources Director reviewed the filling of vacant municipal positions.

The Council discussed use of City staff compared to using a consultant and the filling of vacate municipal positions.

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

City Manager Department


**RECOMMENDATION:** Receive a status update on the Organizational Assessment’s Implementation Action Plans (IAP’s) that prioritizes the 128 recommendations adopted by Council on July 21, 2015.

**ACTION:** Continue to future meeting.

Finance Department

7. **SUBJECT:** Review of Proposed New Internal Audit Program and Request for Proposal (RFP). (289)

**RECOMMENDATION:** 1) Review and approve the proposed Internal Audit Program Charter; 2) Review and approve the proposed Request For Proposals for Internal Audit Program services; and 3) Authorize an appropriation in the amount of $100,000 from the one-time Successor Agency Residual pass-through Loan Payment.

**DISCUSSION:** Bob Deis, Public Management Group, reviewed the internal audit process which would improve accountability and comply with federal law, State law and Council policies; communication process and bringing forward concern(s)/recommendation(s).

Public comments were received from: Larry Stein; Phillip Molina; Al Velasquez and Gerard Kapuscik.
The City Council discussed several issues including: services to be performed by the internal audit process, communications with the Fiscal Policy Task Force and fiscal performance of the “golf course”, “City Corps” and Oxnard Performing Arts Center.

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

M. REPORT OF CITY MANAGER

N. CITY COUNCIL BUSINESS/COMMITTEE REPORTS

The City Council discussed a retirement (life insurance) benefit letter sent to retirees (MacDonald).

F. PUBLIC COMMENTS ON ITEMS NOT ON THE AGENDA

Public comments were received from: Martin Jones and Woodrow Thomas.

O. PUBLIC COMMENTS ON REPORTS

P. PUBLIC COMMENTS ON STUDY SESSION

Q. STUDY SESSION

R. ADJOURNMENT

At 11:04 p.m. the City Council concurred to adjourn the meeting.

_______________________________  ______________________________
DANIEL MARTINEZ                  TIM FLYNN
City Clerk                        Mayor
A. ROLL CALL/POSTING OF AGENDA

At 5:05 p.m., the regular 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 Monday 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; Maria Hurtado, Assistant City Manager; Scott Whitney, Assistant City Manager; and Jeri Williams, Police Chief.

B. PUBLIC COMMENTS

C. REPORT

City Manager Department

1. SUBJECT: Channel Islands YMCA (CIYMCA). (001)
   RECOMMENDATION: Receive a verbal report from Sal Cisneros, Chief Executive Officer from the YMCA on the results of the market study analysis and provide direction to staff.
   DISCUSSION: Sal Cisneros and George Leis, Channel Islands YMCA, reviewed general YMCA information which included: being a community-centered programming; community activities (swimming, temporary youth shelter); identifying community needs; grant funding; fee(s) for service and possible vision for the site.

   Public comments were received from: Michael Gleason; Roger Poirier; Andres Garcia; Dan Pinedo; Pat Brown; Sal Gonzalez and Steve Nash.

   The City Council discussed: cost of the Oxnard/Gonzales location; youth activities; religion requirements; neighborhood outreach; affordable for low-income families and having this opportunity available to the community.

   ACTION: Provided comments to staff to pursue the opportunity and review design issues.

Finance Department

2. SUBJECT: Introduction and Presentation of Priority Based Budgeting. (003)
   RECOMMENDATION: Receive and file the presentation on Priority Based Budgeting.
   DISCUSSION: Chris Fabian, Priority Based Budgeting, outlined the concepts of “priority based budgeting” including understanding municipal spending levels, community expectations; financial diagnostic approach; quality control of programs; allocated resources based on priorities and example municipal.
David Millican, Financial Consultant, reviewed differences between budgeting processes to be used with municipal budget priorities.

Public comments were received from: George Miller, Pat Brown and Dan Pinedo.

The City Council discussed: past municipal budgets; looking at community priorities; Priority Based Budgeting being an effective budget tool and focusing on “community service” level/results.

**ACTION:** The Council provided comments to staff.

City Manager Department

3. **SUBJECT:** Presentation of Council Strategic Priority Setting Workshop Draft Report. (005)  
   **RECOMMENDATION:** Discuss and accept the draft Council strategic priority setting workshop report and direct staff to return with a business plan for each of the four strategic priority areas for Council review and adoption.  
   **DISCUSSION:** The Assistant City Manager (Hurtado) outlined the priority goals established at the workshop including: 1) Continue to focus on improving staff accountability and problem solving; 2) Implement 128 recommendations from organization assessment; 3) Budget and financial management improvements; 4) Quality of life (rental inspection program & examine long-term sustainability of public safety services); 5) Complete “utility” master plan and long-term capital replacement of utility infrastructure and process of adding/changing priorities.

Public comment was received from: George Miller.

The Council commented on: infrastructure needs; focusing on internal City budget process and possible regional cooperation regarding similar municipal (government) needs.

**ACTION:** The Council provided comments to staff.

D. **ADJOURNMENT**

At 8:44 p.m. the City Council concurred to adjourn the meeting.

________________________________________  ______________________________________
DANIEL MARTINEZ  TIM FLYNN
City Clerk  Mayor
A. ROLL CALL/POSTING OF AGENDA

At 5:03 p.m., the regular 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 Monday 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; Maria Hurtado, Assistant City Manager; Scott Whitney, Assistant City Manager; Jeri Williams, Police Chief and Daniel Rydberg, Interim Utilities Director; Joseph Lillio, Chief Financial Officer; Tabin Cosio, Human Resources Director; Todd Vasquez-Housley; Interim Deputy Public Works Director; Thien Ng, Senior Process Engineer; Terry Kirsch, Interim Water Resources Manager and Jeff Miller, Wastewater Maintenance Manager.

B. PUBLIC COMMENTS

C. REPORTS

Utilities Department

1. SUBJECT: Proposed Utility Rate Increase Options, Utility Rate Policy and Proposition 218 Rate Increase Protest Procedures. (001)

   RECOMMENDATION: 1) Provide direction on proposed utility rate increase options and utility rate policy and 2) Adopt a resolution setting Proposition 218 Utility Rate Increase Protest Procedures

   DISCUSSION: Michael Kramer and Phillip Curls, First Southwest Company (City's Financial Advisor), outlined the credit rating information, use of S&P as rating agency, setting reasonable rates using various factors and provided a comparison with other “full” service cities.

   The Chief Financial Officer recommended debt coverage service (of 2.5 times to be a best practice per Government Finance Officer Association), capital reserve of one years’ depreciation, operation reserve be 90 days and 180 day of debt service.

   The Interim Utilities Director reviewed several issues: how rates are established; cost of service study; voting process (including community outreach, plant tour and mailing); maintenance of facilities; projected revenues; water supply and system reliability.

   Mary Vorissis, P.E., commented on several issues including: regulatory permits, need for maintenance improvements; certification requirements; new regulations needing to be addressed; being aware of possible penalty costs and legal responsibilities.

   The Interim Water Resources Manager reviewed several issues including the maintenance of pipelines, water wells, water meters and staffing levels.
The Senior Process Engineer and Wastewater Maintenance Manager reviewed facilities/infrastructural needs requiring replacement and/or maintenance including “biotower”, clarifiers, corrosion/deterioration of materials (pipelines, walls, equipment) and sewer line odor control.

The Interim Deputy Public Works Director (Environmental Resources) reviewed the need to replace equipment & vehicles, maintenance of facilities, future fueling facilities and future regulations.

The Interim City Attorney reviewed “Proposition 218” resolution to regulate the election and process of the City Clerk including form of protest and tabulating of ballots by City Clerk.

Public comments were received from: Lillian Sharples; Larry Stein; Jurgen Gramckow; George Miller; Pat Brown; Nancy Lindholm; Steve Nash and Brett Munoz.

The City Manager addressed the building of the “recycled” water line.

The City Council discussed: policies options presented by staff; proposed utility rates; Proposition 218 process (including protest procedures); infrastructure issues; need to raise rates and best practices of other cities.

ACTION:  The Council provided comments to staff regarding preferred options and Proposition 218 procedures and moved to approve Resolution No. 14,877 (MacDonald/Padilla) unanimously.

D. ADJOURNMENT

At 10:44 p.m. the City Council concurred to adjourn the meeting.

________________________________________  _______________________________________
DANIEL MARTINEZ                        TIM FLYNN
City Clerk                              Mayor