

Written materials relating to an item on this agenda that are distributed to the legislative bodies within 72 hours before the item is to be considered at its regularly scheduled meeting will be made available for public inspection at the City Clerk's Office, 300 West Third Street 4th Floor during customary business hours. Agenda reports are also on the City of Oxnard web site at www.oxnard.org.



AGENDA
OXNARD CITY COUNCIL
FINANCE AND GOVERNANCE COMMITTEE
Council Chambers, 305 West Third Street
September 23, 2025
Regular Meeting - 5:00 PM to 6:30 PM

Zoom details to call-in for public comment during a meeting:

1. Dial Phone Number: (888) 475-4499
2. Enter Meeting ID: 822 5928 3268
3. Passcode: 611347

If you wish to speak during public comments or a particular item on the agenda, please sign-on by following the zoom call-in steps listed above. Once the presiding officer calls for public speakers, press *9 to raise your hand to inform the City Clerk you would like to speak during the public speaking section for that particular item on the agenda, while in the zoom waiting room. Press *6 when asked to unmute. Listen to the instructions provided virtually on the phone while on hold in the zoom waiting room. Please note that there is a slight time delay when viewing the meeting via television.

IN ACCORDANCE WITH ASSEMBLY BILL 2449, MEMBERS OF THE LEGISLATIVE BODY MAY MEET IN-PERSON OR REMOTELY. TO PARTICIPATE REMOTELY VISIT WWW.OXNARD.ORG.

To find out how you may provide public comment, please refer to the instructions below or at www.https://www.oxnard.org/city-meetings/.

The public may view the meeting from home on Spectrum channel 10, Frontier channel 35, or YouTube at Youtube.com/oxnardnews. Video recordings of the meeting are typically available online following the meeting at the City's website at www.oxnard.org/city-meetings.

*Please see the link for the Measure M pre-recorded presentation video for each item listed on this agenda.

YOU MAY PARTICIPATE IN THE MEETING IN THE FOLLOWING WAYS:

1. ATTEND THE MEETING AT THE LOCATION LISTED ABOVE: Submit a speaker card to the City Clerk.
2. EMAIL COMMENTS OR SIGN UP TO SPEAK REMOTELY BEFORE THE MEETING
 - a. Submit a request to speak remotely by 3 p.m. on the day of the meeting by using the form available at www.oxnard.org/citymeetings.
 - b. Submit an email to cityclerk@oxnard.org by 3 p.m. on the day of the meeting (indicate the agenda item number in the subject line). All email correspondence will be forwarded to the legislative body prior to the start of the meeting and made part of the legislative record.
 - c. Contact the City Clerk's Office at (805) 385-7803 to submit your request.

In compliance with the Americans with Disabilities Act, if you require special assistance to participate in a meeting, please contact the City Clerk's Office at 385-7803. Notice at least 72 hours prior to the meeting will enable the City to reasonably arrange for your accessibility to the meeting.

Agenda Item Time Estimates include: (Minutes for Presentation + Council Discussion + Public Comment)

3. PROVIDING PUBLIC COMMENTS REMOTELY DURING THE MEETING

- a. Follow Zoom details listed above.
- b. Public comments on agenda items will be taken following the announcement of the item. After the item is announced, members of the public may register or otherwise be recognized for the purpose of providing public comment.

Please review the Zoom instructions on the registration page to help ensure there are no technical difficulties during your comments and help you understand public comment procedures using Zoom. Detailed participation instructions can be found at www.oxnard.org/city-meetings.

In the event of a disruption which prevents a legislative body of the City of Oxnard from broadcasting a meeting using a call-in option or internet-based service option, or in the event of a disruption within the City's control which prevents members of the public from offering public comment using the call-in option or internet-based service option, the legislative body shall take no further action on items appearing on a meeting agenda until public access to the meeting via the call-in option or internet-based service option is restored. However, if any of the broadcast options are disrupted, but any of the other broadcast options is still available to the public, the legislative body may take further action on items appearing on a meeting agenda without waiting for the disrupted broadcast option(s) to be restored.

A. ROLL CALL, POSTING OF AGENDA, FLAG SALUTE

Consideration of Teleconference Participation pursuant to Assembly Bill 2449.

B. PUBLIC COMMENTS ON ITEMS NOT ON THE AGENDA AND NON-ACTION ITEMS

A person may address the legislative body only on matters not appearing on the agenda and within the subject matter jurisdiction of the legislative body, and on non-action items such as ceremonial items, report of city manager / executive director / secretary, and city council/ housing authority / successor agency / financing authority business / committee reports. Speaker requests shall be submitted as set forth on the first page of this agenda. Speakers are limited to three minutes. After 30 minutes, if all speakers have not had the opportunity to speak, the remaining speakers will be given an opportunity to speak prior to adjournment of the meeting. The legislative body cannot enter into a detailed discussion or take action on any items presented during public comments at this time. Such items may only be referred to the City Manager / Executive Director / Secretary for administrative action or scheduled on a subsequent agenda for discussion. Persons wishing to speak on public hearing items should do so at the time of the hearing.

C. CONSENT AGENDA

1. City Clerk Department

SUBJECT: Approval of Minutes.

RECOMMENDATION: That the Finance and Governance Committee approve the minutes of the July 22 and September 9, 2025 regular meetings as presented.

Contact: Luly Lopez, (805) 385-7805

D. REPORTS

1. Information Technology Department

SUBJECT: Purchasing Authorization - Compuwave Inc.

RECOMMENDATION: That the Finance and Governance Committee recommend that the City Council approve and authorize the Mayor to execute a two-year blanket agreement with Compuwave in the amount of \$1.2 million for the purchase of computer hardware and related services.

Please click the following link to view the required Measure M pre-recorded presentation

video: https://youtu.be/HSP570ddZ_c

Contact: Robert Ruben, (805) 385-7554

2. Information Technology Department

SUBJECT: Purchasing Authorization - Insight Public Sector Inc.

RECOMMENDATION: That the Finance and Governance Committee recommend that the City Council approve and authorize the Mayor to extend Blanket Agreement No. 32400174 with Insight Public Sector, Inc. for the purchase of computer networking technology through April 30, 2028, and increase the funding amount by \$1.4 million for a new total not-to-exceed amount of \$4.035 million.

Please click the following link to view the required Measure M pre-recorded presentation video: <https://youtu.be/zrrwZ3fbWe4>

Contact: Robert Ruben, (805) 385-7554

E. ITEMS FOR FUTURE AGENDAS

F. ADJOURNMENT



**FINANCE AND GOVERNANCE COMMITTEE
AGENDA REPORT**

**CONSENT AGENDA
AGENDA ITEM NO. C.1**

DATE: September 23, 2025

TO: Finance & Governance Committee

FROM: Luly Lopez, City Clerk, (805) 385-7805, luly.lopez@oxnard.org

SUBJECT: Approval of Minutes.

RECOMMENDATION

That the Finance and Governance Committee approve the minutes of the July 22 and September 9, 2025 regular meetings as presented.

BACKGROUND

Approval of minutes.

STRATEGIC PRIORITIES

This agenda item is a routine operational item or does not relate to the five strategic priorities adopted by City Council on March 16, 2021.

FINANCIAL IMPACT

There is no financial impact.

Prepared by: Luly Lopez, City Clerk

ATTACHMENTS

1. Finance & Governance Committee July 22 2025
2. Minutes of Finance and Governance Committee for September 9 2025

MINUTES
OXNARD CITY COUNCIL
FINANCE AND GOVERNANCE COMMITTEE
Regular Meeting
July 22, 2025

A. ROLL CALL, POSTING OF AGENDA, FLAG SALUTE

At 5:01 p.m., Chair Luis A. Mc Arthur called to order the regular meeting of the Oxnard City Council Finance and Governance Committee in the City Hall Council Chambers at 305 West Third Street, Oxnard, California. The City Clerk called the roll and announced the posting of the agenda. Chair Luis A. Mc Arthur; Member Gabriela Rodriguez and Member Aaron Starr were present. Saluted the flag.

Staff members present were Eric Sonstegard, Assistant City Manager; Stephen Fischer, City Attorney and Lourdes A. López, City Clerk.

Consideration of Teleconference Participation pursuant to Assembly Bill 2449.

B. PUBLIC COMMENTS ON ITEMS NOT ON THE AGENDA AND NON-ACTION ITEMS

No public comments were received.

C. CONSENT AGENDA

1. City Clerk Department

SUBJECT: Approval of Minutes.

RECOMMENDATION: That the Finance and Governance Committee approve the minutes of the June 24, and July 8, 2025.

No public comments were received.

It was moved by Member Rodriguez, seconded by Member Starr, to approve the Information/Consent item as presented. VOTE: Rodriguez, Starr and Mc Arthur voted in favor; the motion carried 3-0.

D. REPORTS

1. City Manager Department

SUBJECT: Whistleblower Activity Report (10 minutes)

RECOMMENDATION: That the Finance and Governance Committee receive and file an update on the City's whistleblower hotline.

Assistant City Manager Sonstegard was available to answer the committee's questions. No public comments were received. Discussion ensued among the Committee and staff.

The report was received and filed as presented. No action was taken.

E. ITEMS FOR FUTURE AGENDAS

No requests were made.

F. ADJOURNMENT

There being no further business on the agenda, and without objection, Chair Mc Arthur adjourned the meeting at 5:16 p.m.

LOURDES A. LÓPEZ
City Clerk

LUIS A. MC ARTHUR
Chair

MINUTES
OXNARD CITY COUNCIL
FINANCE AND GOVERNANCE COMMITTEE
Regular Meeting
September 9, 2025

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

LOURDES A. LÓPEZ
City Clerk

LUIS A. MC ARTHUR
Chair



FINANCE AND GOVERNANCE COMMITTEE AGENDA REPORT

REPORTS AGENDA ITEM NO. D.1

DATE: September 23, 2025

TO: Finance & Governance Committee

FROM: Robert Ruben, Chief Information Officer, (805) 385-7554, robert.ruben@oxnard.org

SUBJECT: Purchasing Authorization - Compuwave Inc.

RECOMMENDATION

That the Finance and Governance Committee recommend that the City Council approve and authorize the Mayor to execute a two-year blanket agreement with Compuwave in the amount of \$1.2 million for the purchase of computer hardware and related services.

Please click the following link to view the required Measure M pre-recorded presentation video: https://youtu.be/HSP570ddZ_c

BACKGROUND

The Information Technology (IT) Department supports and manages more than 1,000 computers across all City departments. Aging and outdated equipment increases cybersecurity vulnerabilities, compliance risks, and decreases staff productivity. The industry standard for personal computer and related hardware replacement is every three to five years, and five to seven years for servers and workstations. The City has adopted the five and seven year cycles for PCs and servers respectively to maintain efficiency and security. To mitigate risks associated with obsolete technology, IT staff has systematically been replacing equipment on schedule, ensuring the City's technology inventory remains aligned with these standards and adopted policies. The City has worked with Compuwave for several years by leveraging the vendor's long-standing relationship with the County of Ventura. This partnership has allowed the City to benefit from the competitive pricing and reliable service that Compuwave has consistently provided to regional public agencies.

Purchases from the vendor typically consist of:

- 85% hardware
- 10% software
- 5% services

The City will leverage cooperative purchasing through the Omnia Partners TD SYNEX Sourcewell Contract (No. 020624-SYN). This agreement was established by the State of Minnesota to provide government entities with competitively bid procurement solutions for computer and wireless hardware, software, and services.

Compuwave, a local business, has a proven record of supporting regional governments by providing dependable product availability, competitive pricing, and exceptional customer service. Some of these entities

include the County of Ventura as mentioned earlier, the City of Simi Valley, the City of Moorpark, the City of Thousand Oaks, as well as Oxnard. In addition to favorable pricing, Compuwave offers value-added services - including warehousing and system imaging - at little or no additional cost to the City.

Staff periodically compares pricing from multiple sources to ensure the City continues to receive competitive rates. Over the past five years, the City has purchased an annual average of \$543,000 in computer hardware and services from Compuwave.

The requested \$1.2 million blanket purchase agreement is based on prior purchase levels and anticipated needs over the next two years. This amount will support both scheduled computer replacements and unanticipated technology requirements.

Approval of this blanket agreement will allow the City to continue its proactive technology replacement strategy, mitigate cybersecurity risks, ensure staff productivity, and maintain compliance with industry standards.

STRATEGIC PRIORITIES

This agenda item supports the Organizational Effectiveness strategy. The purpose of the Organizational Effectiveness strategy is to reinforce, stabilize, improve, and strengthen the organizational foundation of the City in order to build a modern, high-functioning City government that effectively and efficiently supports the operating departments in providing high-quality services and programs for our residents and businesses.

FINANCIAL IMPACT

The proposed action will establish a funding authorization of \$1.2M over two years. Funding for purchases under this contract will come from available funding in the user department's operating budget. Finance and the respective department will ensure sufficient appropriations exist in the adopted FY 2025-26 operating budgets for these various purchases through June 30, 2026. Future year funding is to be included as part of future budget processes.

Prepared by: Gary Krumian, Programmer Analyst

ATTACHMENTS

1. Presentation

Purchasing Authorization - Compuwave Inc.

Finance & Governance Committee

September 23, 2025

Rob Ruben, CIO

That the Finance and Governance Committee recommend that the City Council approve and authorize the Mayor to execute a two-year blanket agreement with Compuwave in the amount of \$1.2 million for the purchase of computer hardware and related services. This agreement will support the timely replacement of critical IT systems, improve operational reliability, and align with Council's priority to strengthen the City's cybersecurity posture.

- IT Department supports and manages over 1,000 computers throughout the City
- Aging and outdated computer equipment increases cybersecurity vulnerabilities, compliance risks and decreases staff productivity
- IT staff has been systematically replacing outdated equipment to mitigate risks associated with obsolete technology and to ensure the City's inventory remains consistent with industry standards and adopted policies
- The City has worked with Compuwave for several years by leveraging the vendor's long-standing relationship with the County of Ventura. This partnership has allowed the City to benefit from the competitive pricing and reliable service that Compuwave has consistently provided to regional public agencies.

- The City will use the competitively-bid Omnia Partners TD SYNEX Sourcewell Contract Number 020624-SYN
- This agreement was created by the State of Minnesota for the purpose of offering cooperative procurement solutions of computer and wireless hardware, software, and services to government entities
- Compuwave, a local business, has a strong track record of supporting regional governments including the County of Ventura and the cities of Simi Valley, Moorpark and Thousand Oaks, as well as Oxnard.
- Staff periodically compares pricing from multiple sources to ensure the City is receiving competitive pricing
- Compuwave also provides value-added services - including warehousing and system imaging - at little or no additional cost to the City

- Purchases from the vendor typically consist of:
 - 85% hardware
 - 10% software
 - 5% services
- The industry standard for replacing personal computers is 3-5 years and 5-7 years for servers and workstations
- With an approximate \$3 million total inventory value, the City's annual replacement value using the 5 and 7 year cycles for PCs and servers respectively is approximately \$500,000

Over the past five years, City has annually purchased an average of \$543,000 of computer hardware and services from Compuwave

FY 2020-21	FY 2021-22	FY 2022-23	FY 2023-24	FY 2024-25
\$337,243	\$905,949	\$431,303	\$744,390	\$293,985

Spending increases in FY21-22 and FY23-24 are primarily due to:

- Council directives to proactively replace aging equipment to enhance cybersecurity and performance
- Inflationary cost increases in computer hardware
- Standardizing on higher-specification devices to support modern, data-intensive applications and workflows

- Staff requests authorization for a \$1.2 million blanket agreement covering the two-year period from November 1, 2025, through October 31, 2027
- This funding level is based on the City's prior purchase levels and will support both scheduled computer replacements and unanticipated needs
- No new appropriations are required - all expenditures fall within already adopted budget limits

That the Finance and Governance Committee recommend that the City Council approve and authorize the Mayor to execute a two-year blanket agreement with Compuwave in the amount of \$1.2 million for the purchase of computer hardware and related services. This agreement will support the timely replacement of critical IT systems, improve operational reliability, and align with Council's priority to strengthen the City's cybersecurity posture.



QUESTIONS



FINANCE AND GOVERNANCE COMMITTEE AGENDA REPORT

REPORTS AGENDA ITEM NO. D.2

DATE: September 23, 2025

TO: Finance & Governance Committee

FROM: Robert Ruben, Chief Information Officer, (805) 385-7554, robert.ruben@oxnard.org

SUBJECT: Purchasing Authorization - Insight Public Sector Inc.

RECOMMENDATION

That the Finance and Governance Committee recommend that the City Council approve and authorize the Mayor to extend Blanket Agreement No. 32400174 with Insight Public Sector, Inc. for the purchase of computer networking technology through April 30, 2028, and increase the funding amount by \$1.4 million for a new total not-to-exceed amount of \$4.035 million.

Please click the following link to view the required Measure M pre-recorded presentation video: <https://youtu.be/zrrwZ3fbWe4>

BACKGROUND

The City's computer network infrastructure, consisting of more than 200 physical components, supports the delivery of essential resident services across 27 City sites.

In recent years, staff has undertaken a systematic upgrade of network equipment to strengthen and secure the City's technology backbone. The useful life of network equipment is typically 5–7 years, after which equipment becomes increasingly vulnerable to cyber threats, operational inefficiencies, and business continuity risks.

The City's upgrade strategy seeks to ensure:

- A current, modern network design and architecture fully supported by the manufacturer
- An architecture that is scalable, resilient, agile, secure, efficient, and expandable to meet evolving technology standards

The City is leveraging the Omnia Partners Cobb County, GA Contract 23-6692-03 cooperative contract for Technology Product Solutions and Related Services. This agreement ensures competitive pricing and streamlined procurement while meeting public purchasing requirements.

Insight Public Sector, Inc. serves as the City's authorized value-added reseller under the existing network infrastructure vendor agreement. On May 16, 2023, the City Council authorized a blanket agreement with Insight through June 30, 2026. This renewal extends the agreement through April 30, 2028 and increases the funding authorization by \$1.4 million for a total not-to-exceed amount of \$4.035 million.

Annual purchases from Insight have provided the City with the hardware, software, and services necessary to ensure the foundational network infrastructure runs optimally and remains protected from malicious threats. The agreement also supports continued network refresh and upgrades at City work locations.

During the past four fiscal years, annual purchases from Insight have averaged approximately \$618,000.

Increased investment in the City's networking backbone has been a key achievement, enabling staff to replace outdated equipment that posed cybersecurity risks and productivity losses. These upgrades also position the City to fully realize the benefits that residents and businesses will gain from the implementation of the City's modern ERP system.

Extending the agreement and increasing the not-to-exceed amount ensures:

- Ongoing replacement of aging network components
- Upgrades to keep facilities current
- Alignment with industry best practices for resiliency and security

Approval of this extension and funding increase will allow the City to continue its proactive strategy for maintaining a modern, secure, and resilient network infrastructure. These investments safeguard critical services, enhance cybersecurity protections, and lay the foundation for the City's next-generation enterprise systems.

STRATEGIC PRIORITIES

This agenda item supports the Organizational Effectiveness strategy. The purpose of the Organizational Effectiveness strategy is to reinforce, stabilize, improve, and strengthen the organizational foundation of the City in order to build a modern, high-functioning City government that effectively and efficiently supports the operating departments in providing high-quality services and programs for our residents and businesses.

FINANCIAL IMPACT

The proposed action adds \$1.4 million in funding authority through April 30, 2028, for a total not-to-exceed amount of \$4.035 million. Funding for this contract is included in the adopted FY2025-26 Information Technology Operating Fund budget, with future year funding to be included as part of future budget processes.

For Finance Use Only: IT Internal Service Fund, IT (Org. 7311801 Obj. 52400 and Org. 7311801 Obj. 53001).

Prepared by: Gary Krumian, Programmer Analyst

ATTACHMENTS

1. Presentation

Purchasing Authorization - Insight Public Sector Inc.

Finance & Governance Committee

September 23, 2025

Rob Ruben, CIO

That the Finance and Governance Committee recommend that the City Council approve and authorize the Mayor to extend blanket agreement number 32400174 with Insight Public Sector Inc. for the purchase of computer networking technology through April 30, 2028 and increase the funding amount by \$1.4 million for a total not to exceed amount of \$4.035 million.

The City's computer network infrastructure, comprised of 200+ physical components, supports the delivery of resident services across 27 city sites.

- In recent years, staff has intensified the focus on upgrading networking hardware and software throughout the City to strengthen and secure the technology infrastructure
- Useful equipment life of this equipment is typically 5-7 years
- Obsolescence introduces business continuity and cyber risks
- Staff's upgrade strategy seeks to ensure:
 - Current, modern network design/architecture that is fully-supported by manufacturer
 - Architecture that's scalable, resilient, agile, secure, efficient and expandable for evolving technology standards
 - Automated City network services & internal controls reducing errors and administrative overhead
 - Service contracts are in place to ensure the security and operability of the hardware and software

- Insight Public Sector, Inc is the City's current technology value added reseller for network and infrastructure
- Insight offers access to competitive public purchase agreements
- The current blanket agreement with the vendor, authorized by Council on May 16, 2023 extends through June 30, 2026 and has allowed the IT Department to use Insight for:
 - Network equipment
 - Infrastructure system software
 - Associated maintenance and support agreements
 - Infrastructure professional services as may be needed

- City is leveraging the Omnia Partners Cobb County GA Contract 23-6692-03 cooperative contract for Technology Product Solutions and Related Services
- Insight provides the City with hardware and software that allow the foundational network infrastructure to run optimally and to be protected from malicious threats at all of its locations
- This renewal adds \$1.4 million through April 30, 2028 for a total NTE of \$4,035,000

- During the past four fiscal years, annual purchases from Insight have averaged approximately \$618,000

FY 2021-22	FY 2022-23	FY 2023-24	FY 2024-25
\$338,385	\$476,868	\$676,819	\$978,947

- Increased investment in the City's networking backbone has been a key achievement that has allowed staff to replace the most outdated equipment that posed cybersecurity risks and productivity losses
- These upgrades also position the City to fully realize the benefits that residents and businesses will gain from the implementation of its modern ERP system
- FY24-25 had a sharp rise in cost due to price increases and multi-year software maintenance purchases to lock in significant savings
- No new appropriations are required - all expenditures fall within already adopted budget limits

That the Finance and Governance Committee recommend that the City Council approve and authorize the Mayor to extend blanket agreement number 32400174 with Insight Public Sector Inc. for the purchase of networking hardware and software through April 30, 2028 and increase the funding amount by \$1.4 million for a total not to exceed amount of \$4.035 million.



QUESTIONS