

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 and at the Oxnard main library, 251 South A Street during customary business hours. Agenda reports are also on the City of Oxnard web site at www.oxnard.gov.



AGENDA
OXNARD CITY COUNCIL
FINANCE AND GOVERNANCE COMMITTEE
Council Chambers, 305 West Third Street
September 8, 2026
Regular Meeting - 5:00 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: 843 3458 3710
3. Passcode: 103221

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.
3. PROVIDING PUBLIC COMMENTS REMOTELY DURING THE MEETING
 - a. Follow Zoom details listed above.

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)

- 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.

To report a disruption of the meeting broadcast or remote public comment system, please call +1 805-385-8325. In the event of such a disruption, the legislative body will recess the open session of the meeting while efforts are made to restore the disrupted service. If the disrupted service has not been restored within one (1) hour, the legislative body may reconvene the meeting as authorized by Government Code 54953.4 and the policy set forth in City Council Resolution No. 16,074.

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. 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 the 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 for administrative action or scheduled on a subsequent agenda for discussion.

C. CONSENT AGENDA

1. City Clerk Department

SUBJECT: Approval of Minutes.

RECOMMENDATION: That the Finance and Governance Committee approve the regular meeting minutes for July 28, 2026.

Contact: Luly Lopez, (805) 385-7805

D. REPORTS

1. City Manager Department

SUBJECT: Discussion and Direction Regarding City Council Committee Structure.

RECOMMENDATION: That the Finance & Governance Committee discuss the City's current Council Committee structure, evaluate alternative governance models, and provide direction to staff.

Please click the following link to view the required Measure M pre-recorded presentation video: https://youtu.be/4_h4rBT_PI4

Contact: Eric Sonstegard, (805) 385-7478

2. Finance Department

SUBJECT: 2nd Quarterly Sale and Disposal of Surplus City Property.

RECOMMENDATION: That the Finance and Governance Committee recommend that the City Council review the Purchasing Agent's recommendation to sell surplus property comprised of 36 units of surplus vehicles, trailers, and related equipment, with values that exceed \$500.00, and that can no longer be used by the City, and authorize the Purchasing Agent to sell the listed surplus items at a public auction in accordance with City Code section 4-54(B).

Please click the following link to view the required Measure M pre-recorded presentation video: <https://youtu.be/t4AcqLOZzb0>

Contact: Javier Chagoyen-Lazaro, (805) 200-5400

E. ITEMS FOR FUTURE AGENDAS

F. ADJOURNMENT



**FINANCE AND GOVERNANCE COMMITTEE
AGENDA REPORT**

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

DATE: September 8, 2026

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 regular meeting minutes for July 28, 2026.

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. Minutes of Finance and Governance Committee for July 28 2026

MINUTES
OXNARD CITY COUNCIL
FINANCE AND GOVERNANCE COMMITTEE
Regular Meeting
July 28, 2026

A. ROLL CALL, POSTING OF AGENDA, FLAG SALUTE

At 5:05 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 of Oxnard Public Library at 251 South A Street, Oxnard, California. Committee Members Gabriela Rodriguez, Aaron Starr and Chair Luis A. Mc Arthur were present. The City Clerk stated that the agenda was posted on Tuesday, July 21, 2026 at the Library, City Hall kiosk, City Administrative Offices and on the website.

The meeting opened with the pledge of allegiance to the flag of the United States.

Staff members present were Alexander Nguyen, City Manager; Eric Sonstegard, Assistant City Manager; Stephen Fischer, City Attorney; Rob Ruben, Chief Information Officer; Andy Ansryan, Director of Infrastructure and Security; Annie Jensen, Project Manager; 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

Public comments were received from Jim Lavery.

C. CONSENT AGENDA

1. City Clerk Department

SUBJECT: Approval of Minutes.

RECOMMENDATION: That the Finance and Governance Committee approve the regular meeting minutes for July 14, 2026.

No public comments were received.

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

D. REPORTS

1. City Manager Department

SUBJECT: Whistleblower Program Biannual Update.

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

Project Manager Jensen and Assistant City Manager presented and was available to answer questions. Discussion ensued among Committee Members and staff.

Public comments were received from: Alicia Percell.

Committee Member Starr noted that, in the report presented six months ago, the category describing the type of allegation was broad, and the status for each case indicated that it was deemed non-fiscal or unrelated to the City. Committee Member Starr expressed appreciation that the current report provides a more detailed description of each reported incident, as well as the ultimate resolution. Committee Member Starr thanked staff and the Consultant for making these improvements.

This was a receive and file, no action was required.

2. Information Technology Department

SUBJECT: Agreement with Dito LLC for Google Enterprise Licenses.

RECOMMENDATION: That the Finance and Governance Committee recommend that the City Council approve and authorize the Mayor to execute an agreement with Dito LLC (Agreement No. 32700084) for the purpose of purchasing Google Enterprise and Productivity Suite licenses for three years in the amount of \$1,026,153 plus another \$102,615 for additional user licenses as may be needed for a total three year authorization of \$1,128,768.

The Chief Information Officer and Director of Infrastructure and Security presented and were available to answer questions. Discussion ensued among Committee Members and staff.

No public comments were received.

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

E. ITEMS FOR FUTURE AGENDAS

Assistant City Manager Sonstegard stated that staff will bring back the discussion regarding the standing committee structure at the September 1, 2026 meeting.

F. ADJOURNMENT

There being no further business on the agenda, and without objection, Chair Mc Arthur adjourned the meeting at 5:50 p.m.

LOURDES A. LÓPEZ
City Clerk

LUIS A. MC ARTHUR
Chair



FINANCE AND GOVERNANCE COMMITTEE AGENDA REPORT

REPORTS AGENDA ITEM NO. D.1

DATE: September 8, 2026

TO: Finance & Governance Committee

FROM: Eric Sonstegard, Assistant City Manager, (805) 385-7478, eric.sonstegard@oxnard.org

SUBJECT: Discussion and Direction Regarding City Council Committee Structure.

RECOMMENDATION

That the Finance & Governance Committee discuss the City's current Council Committee structure, evaluate alternative governance models, and provide direction to staff.

Please click the following link to view the required Measure M pre-recorded presentation video: https://youtu.be/4_h4rBT_Pl4

BACKGROUND

The City of Oxnard operates under a Council-Manager form of government, wherein the seven-member City Council serves as the legislative and policy-making body. To support the legislative process, the City Council has historically established Council Task Forces, Council Advisory Bodies, and Council Committees. With the November 2018 election, the City of Oxnard changed from a Mayor plus four Councilmembers-at-large model to a Mayor-at-large plus six district-elected Councilmembers model. To prepare for this transition and allow the city to conduct its business in order to be efficient, effective, and timely, on November 13, 2018, the City Council adopted Ordinance No. 2949. This ordinance established five (5) city council committees, with three (3) councilmembers per committee, which met during the following work hours:

- Finance & Governance Committee: 9:30 a.m. – 10:45 a.m.
- Public Works & Transportation Committee: 11:00 a.m. – 12:15 p.m.
- Public Safety Committee: 2:00 p.m. – 3:15 p.m.
- Community Services Committee: 4:30 p.m. – 5:45 p.m.
- Housing & Economic Development Committee: 6:00 p.m. – 7:15 p.m.

In November of 2020, voters adopted Measure M (Codified by Ordinance No. 2992) that established that meetings of the City's legislative bodies could not begin until 5:00 p.m. To accommodate this evening meeting schedule within available time constraints, the City Council reduced the standing committees from five to three, combining the Community Services, Public Safety, and Housing & Economic Development into a single committee (This change was codified in September of 2023 by Ordinance No. 3031, pt. 1.). On April 1, 2025, City Council adopted Resolution No. 15,851 amending the committee bylaws (originally adopted on December 3, 2019, via Resolution No. 15,286).

Although separate from the approval of the Council Committee Structure, at the same time, Council approved the Sunshine Ordinance. The Brown Act requires local governments to publish notices, agendas, and reports

72 hours, or three days, in advance of a regular meeting. With a few exceptions, the Sunshine Ordinance expanded noticing and publication of all related materials for a City Council Meeting to twelve (12) days in advance of the meeting. It expanded noticing and publication of all related materials for special City Council meetings and for all City Boards, Committee and Commission meetings to seven (7) days. This ordinance, in conjunction with the Council Committee Structure ensured the public had ample opportunity to review agenda reports, understand the government's activities, and to communicate its support, concerns, or questions to its elected and appointed representatives at two (2) public meetings.. Likewise, it provided greater opportunity for the elected and appointed officials to have ample time to review agenda reports, ask staff clarifying questions, discuss issues with their constituents, and ultimately make more informed recommendations and decisions. With a few exceptions, materials and decision points that go to both Committee and Council, would be available to the public and decision-makers no less than 19 days before a final action at Council.

Standing committees currently meet on alternating weeks or semi-monthly cycles. The committee structure was established to achieve several legislative and administrative objectives:

1. **Detailed Vetting & Preliminary Review:** Provides a smaller forum for Councilmembers to conduct granular reviews of items such as financial policies, utility rates, infrastructure projects, potential new legislation, projects with broad community impact, and regulatory updates.
2. **Agenda Filtering & Efficiency:** Seeking public and Council input at Committee allows resolutions of technical questions, community input, which then allows routine or vetted items to move smoothly onto City Council agendas.
3. **Targeted Public Engagement:** The Committee systems allow for enhanced public engagement and transparency. The additional public meeting, in specific operational subject areas (e.g., public works, finance, or housing), allows both the public to have more certainty of the time an item will be discussed and often time more time to express their opinion.
4. **Councilmember Specialization:** Allows participating Councilmembers to develop deeper familiarity with specific City operations and department functions.

(Excerpt from October 23, 2018 Staff Report: The City must conduct a large volume of business throughout the year. Under the current system all non-administrative City business is conducted at the City Council meetings which can lead to, very appropriately, long deliberation on many items. This tends to lead to late nights which often cause some items to be rushed or delayed. With the addition of two Councilmembers, there will be more discussion and deliberation which would require more time. In order to assure proper vetting and to prevent the delay of important City business, staff proposes the reorganization of the city council meeting structure to include formal city council committees in order to be efficient, effective, and timely.)

There are several exceptions to committee review listed in the updated committee bylaws that include:

1. Routine items, such as adopting the State's newest building codes;
2. Public hearings;
3. Urgency items, such as public safety reasons.
4. Items that have external deadlines imposed on the City (that the City learned of recently);
5. Items that have significant financial impact and a short deadline to respond;
6. New mandates from higher government authority or agency with jurisdiction over the City (e.g. Fox Canyon Water Management Agency);
7. Capital Improvement Projects ("CIP") identified in the Council-approved CIP book, (including all CIP related items and procurement for the projects); and
8. Items related to routine and recurring maintenance necessary to keep public facilities operable that have a financial impact under \$500,000.
9. Items that are only to be received and filed by the Council.

Council Committee Meeting Frequency

The meeting frequency and cancellation rates of standing committees have been highlighted in previous

governance discussions. A four-year analysis (July 1, 2022 – June 30, 2026) provides the following historical data:

- Finance & Governance Committee: 84 scheduled meetings | 19 cancelled (**22.6% cancellation rate**)
- Public Works & Transportation Committee: 85 scheduled meetings | 13 cancelled (**15.2% cancellation rate**)
- Community Services, Public Safety, and Housing & Economic Development Committee: 83 scheduled meetings | 21 cancelled (**25.3% cancellation rate**)

Note: Meetings are primarily cancelled due to a lack of time-sensitive policy items, quorum scheduling conflicts, or when urgent matters require direct placement on a full City Council agenda.

An analysis of 2026 City Council & Committee meeting videos on the City of Oxnard's Youtube channel shows varying levels of viewing participation by the community:

- City Council: Average # of views - **880**
- Finance & Governance Committee: Average # of views - **191**
- Community Services, Public Safety, and Housing & Economic Development Committee: Average # of views - **163**
- Public Works & Transportation Committee: Average # of views - **138**

DISCUSSION

Municipalities across California utilize varying governance structures depending on volume of business, local priorities, and staffing resources. As stated in the 2018 report when Council adopted the Council Committee structure, over 20 cities in California were utilizing the Council Committee structure including Santa Clarita, Elk Grove, Torrance, and Ventura.

To assist the Committee in evaluating the current structure, staff has analyzed the operational features of both the current Committee model and a Direct-to-Council governance framework.

Governance Models Comparison

Current Standing Committee Framework

Under the existing framework, items are vetted by a 3-member committee before being forwarded to the full City Council.

- **Workflow:** Items follow a multi-step path (Department Review —>Committee Review —>City Council Action).
- **Council Engagement:** Review occurs sequentially, allowing committee members to examine details early while other Councilmembers can review the Committees recording and review the published materials, as well as review items when presented to the full body.
- **Public Access:** Members of the public have two formal and public opportunities to provide testimony on an item (at the committee level and at the City Council meeting). In addition, as mentioned earlier, with the Sunshine ordinance, this means that an item has at least nineteen (19) days advance publication prior to the City Council taking action.

Direct-to-Council Framework

Under a direct-to-Council model, Committees are eliminated, and all legislative business moves directly to the full 7-member City Council. *As mentioned previously, the Council was a five member body prior to the adoption of the Committee structure.*

- **Workflow:** Staff reports, contracts, ordinances, and policy items go directly to the full Council. Routine items are placed on the Consent Calendar, while substantive matters are scheduled for regular discussion.

- **Study Sessions & Workshops:** For complex, high-impact topics (such as the Annual Operating Budget, Master Plans, or major infrastructure programs), the Council may utilize scheduled Study Sessions during regular or special meetings, ensuring all seven members participate in initial policy development together.

Comparative Overview

Governance Metric	Council Committee	Direct-to-Council
	Committee Structure	Framework
Public Input Opportunities	Multiple Forums: Public comment is available at both committee and Council meetings; meetings are spread across different weeks.	One Forum: Public comment is preserved at a single, centralized meeting where final legislative decisions are made.
Advanced Publication/Time Frame	Staff Report Materials and available 7 days prior to the Committee meeting and 12 days prior to the council meeting (minimum of 19 days).	Staff Reports are available 12 days prior to the meeting.
Legislative Timeline	Sequential Review: Most items require committee scheduling and preliminary action prior to full Council placement (typically adding 3 to 6 weeks to project scheduling).	Direct Placement: Items move directly to City Council agendas upon completion of administrative and legal review.
Staff & Administrative Workload	Agenda Preparation: Staff prepares specific agenda items for committee, however the same materials are used for Council. Public, Council, and Staff attend two meetings for single items.	Agenda Preparation: Administrative resources focus on single Council presentations. Public, Council, and staff attend one meeting; however the item placement on the agenda highly impacts the time spent at the meeting.
Councilmember Input	Segmented Review: Detailed initial input occurs at committee; the remaining Councilmembers can review the Committee materials and recording prior to the Council meeting.	Simultaneous Review: All 7 Councilmembers receive information, analysis, and public testimony at the same meeting.

Key Governance Considerations

1. **Administrative Workload & Scheduling:** Prior to the Committee system, Council met weekly (typically four (4) meetings a month). With implementation of the Council Committee structure, there are now two weeks per month with Committee meetings (up to three) and two weeks with Council meetings. In that regard preparing agenda packets, public notices, broadcasting, and council and staff attendance on a weekly basis is the same. A direct-to-Council model would reduce duplicate meeting material publications, although it would have minimal impact on the preparation of individual items, as often times the materials are almost identical. One of the larger impacts with a Direct-to Council model may be the length of the Council meetings. Prior to the Committee system, less items were placed on Info/Consent, and more public comments took place at the full Council, which can increase the length of the meeting, and impede public engagement.
2. **Discussion Efficiency:** Direct-to-Council workflows consolidate public deliberation into a single meeting, while standing committees allow for robust preliminary discussion in a smaller setting. Although not frequent, because standing committees serve an advisory role and cannot take final binding action, complex items discussed at committee have been re-debated during full Council meetings.
3. **Addressing Complex Technical Items:** Under a direct-to-Council model, preliminary technical vetting may be handled through structured City Council Study Sessions and individual staff briefings prior to Council meetings, preserving thorough review without two public meetings. The Committee system has successfully been used to allow for robust public and council input on policy decisions such as Inclusionary Housing, Rent Control, and the Landscape Maintenance District policy. Although a structured City Council Study Session could be used for these types of items, it may be at the expense of City Business that needs to be completed, often in a timely manner, or at special meeting so City Business could take place as needed.

OPTIONS FOR CONSIDERATION

The Finance & Governance Committee can discuss the pros and cons of each system, recommend one of the following options, or suggest a different model to recommend to the full City Council:

1. **Option 1 (Status Quo):** Maintain the existing Committee structure and schedule.
2. **Option 2 (Transition back to Direct-to-Council Model):** Recommend that the City Council amend the City Council Procedures Manual to dissolve standing committees, transition business directly to City Council agendas, and utilize Council Study Sessions as needed.
 - If the City Council elects to transition back to a Direct-to-Council model, staff recommends reevaluating the standard bi-monthly City Council meeting calendar for 2027. Prior to the implementation of standing committees in 2018, the City Council met four (4) Tuesdays per month, and scheduled special meetings as necessary.
3. **Option 3 (Consolidate / Modify Committee Structure):** Recommend reducing the total number of standing committees or adjusting meeting schedules to a quarterly or bi-monthly frequency reserved for major policy reviews.
4. **Option 4 (Other City Council Ideas)**

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

There is no direct financial impact associated with discussing this item. If the City Council directs the elimination or consolidation of standing committees, the City may realize indirect operational cost savings through reduced staff overtime and lowered audio/visual production expenses. This ultimately could be offset by the need to schedule additional City Council meetings.

Prepared by: Eric Sonstegard, Assistant City Manager

ATTACHMENTS

1. 260908 Committee Structure Presentation

City Council Committee Structure & Governance Evaluation

Discussion and direction regarding current Council Committees, Sunshine Ordinance publication timelines, and potential governance models.



September 8,
2026



Eric Sonstegard, Assistant City
Manager



Staff Recommendation

 **Discuss Council Committee Structure:** Review the operational features, public engagement benefits, and staffing impacts of the City's current Council Committee review framework.

 **Evaluate Alternative Governance Models:** Assess alternative governance structures, including maintaining committees, modifying schedules, or transitioning back to a Direct-to-Council model.

 **Provide Direction to Staff:** Formulate a recommendation to bring before the full City Council regarding the future structure of Council legislative workflows and meeting calendars.

 **Core Strategic Priority:** This evaluation directly supports *Organizational Effectiveness* —striving to build a modern, high-functioning City government that balances operational efficiency with public transparency.



Governance Evolution & Transition Context

In Nov 2018, Oxnard transitioned from a Mayor + 4 At - Large Council structure to a Mayor-at- Large + 6 District- Elected Council. To process high business volume without rushing, Council created standing committees:



“ **2018 Purpose Excerpt:** Committees were established because conducting all non-administrative business at Council led to long deliberations and late nights, preventing delayed or rushed decisions with a expanded 7-member Council.

Transparency & Sunshine Ordinance Integration

The Sunshine Ordinance Standard

- **Brown Act Baseline:** Requires state - mandated meeting notices 72 hours (3 days) prior to regular meetings.
- **Expanded Public Notice:** Oxnard's local Sunshine Ordinance expands noticing to **12 days in advance** for full City Council meetings.
- **Committee Noticing:** Expands noticing for special Council meetings and all Boards/Committees to **7 days in advance** .

19-Day Advance Publication Advantage

- **Dual- Tier Review Timeline:** Materials that go through both Committee and Council are published at least **19 days before final action** .
- **Informed Decisions:** Gives Council, public, and staff ample time to review reports, ask clarifying questions, and discuss constituent concerns.
- **Policy Input Successes:** Used effectively for complex policies such as *Inclusionary Housing*, *Rent Control* , and *Landscape Maintenance Districts* .



Committee Objectives & Vetting Exceptions

🎯 Core Committee Objectives

- **Detailed Vetting:** Granular review of financial policies, utility rates, and major projects with 3 Councilmembers.
- **Agenda Filtering:** Resolves technical questions and community input early for smoother Council meetings.
- **Targeted Engagement:** Focused public forums in dedicated operational areas (Public Works, Finance, Housing).
- **Specialization:** Deepens Council understanding of department operations.

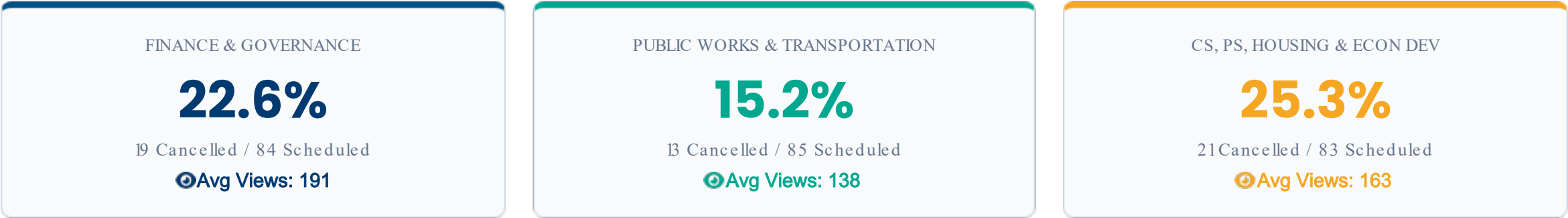
📋 Major Vetting Exceptions

- **Routine & Code Updates:** Standard building codes, administrative updates.
- **Public Hearings & Urgency:** Statutory public hearings & urgent safety matters.
- **External Deadlines & Mandates:** Recent state/agency mandates (e.g., Fox Canyon Water Agency).
- **Approved CIP & Maintenance:** Council - approved CIP procurement & routine maintenance <\$500k.



Committee Performance & Viewership Data

Four-year analysis (July 1, 2022 – June 30, 2026) demonstrates committee meeting cancellation rates and YouTube community viewing metrics:



Full City Council Viewership Benchmark:

City Council meetings average **880 YouTube views** per meeting—over 4.5x the viewing participation of any standing committee.

COUNCIL VIEWS: 880

Direct-to-Council Framework Overview

Direct Legislative Workflow

Under Direct -to- Council, committees are eliminated and all items go straight to the 7- member body.

Study Sessions & Workshops

Used for complex topics (Budget, CIP, Master Plans). Ensures all 7 Councilmembers participate in initial policy development simultaneously.

Historical Meeting Frequency

Prior to 2018, Council met 4 Tuesdays/month (weekly). Transitioning back would likely require returning to 4 meetings/month or longer agendas.



Comparative Governance Frameworks

Governance Metric	Council Committee Structure	Direct-to-Council Framework
Public Input Opportunities	Multiple Forums: Public comment available at both committee and Council meetings across different weeks.	One Forum: Public comment preserved at a single centralized meeting where final binding decisions occur.
Advanced Publication	Min. 19 Days: Materials published 7 days prior to Committee + 12 days prior to Council under Sunshine Ordinance.	12 Days: Staff reports available 12 days prior to the City Council meeting.
Legislative Timeline	Sequential Review: Items require committee scheduling first (typically adds 3 to 6 weeks to scheduling).	Direct Placement: Items move directly to Council upon completion of administrative/legal review.
Agenda Prep & Workload	Specific Items: Staff prepares items for committee, but same materials are used for Council. Two public meetings.	Single Presentation: Focuses on single Council presentation; placement highly impacts meeting length.



Key Governance Considerations



Workload & Frequency

Prior to committees, Council met weekly (4 meetings/mo). Currently, Oxnard hosts 2 committee weeks + 2 Council weeks = 4 meeting weeks/mo. Weekly meetings under Direct-to-Council yields minimal change in total meeting weeks.



Meeting Length & Deliberation

Without committees, fewer items go on Consent, and more public comments occur at full Council, potentially increasing meeting length and risking late nights as noted in 2018.



Complex Policy Vetting

Committees provided extensive public & Council input on major policies (Rent Control, Inclusionary Housing). Under Direct-to-Council, Study Sessions would replace this but take up Council business time.



Governance Options for Consideration

Option 1: Status Quo

MAINTAIN

Maintain existing Council Committee structure, meeting schedules, and 19 - day Sunshine Ordinance vetting workflow without changes.

Option 2: Transition Back

DIRECT-TO-COUNCIL

Amend Council Procedures Manual to dissolve standing committees. Re-evaluate 2027 calendar (prior model met 4 Tuesdays/month) and utilize Study Sessions as needed.

Option 3: Modify / Consolidate

RESTRUCTURE

Reduce total number of committees or adjust meeting frequencies to quarterly or bi-monthly reserved strictly for major policy reviews.

Option 4: Other Direction

ALTERNATIVE

Provide alternative direction or modifications as determined by the Finance & Governance Committee.



Strategic Alignment & Financial Impact

Strategic Alignment

Organizational Effectiveness Strategy

Reinforces, stabilizes, and strengthens the organizational foundation of the City to build a modern, high - functioning municipal government that effectively supports operating departments in delivering high - quality public services.

Financial Impact & Offsets

Indirect Operational Cost Considerations

- **Direct Impact:** No direct expenses associated with discussing this item.
- **Potential Savings:** Eliminating or consolidating committees may yield indirect savings in staff overtime and AV production.
- **Cost Offset Note:** Administrative savings could be offset by the need to schedule additional City Council meetings (e.g. 4 meetings/month).



Questions & Discussion

Staff is seeking direction regarding the City Council's Committee structure and potential governance changes.

City of Oxnard • City Manager's
Office





FINANCE AND GOVERNANCE COMMITTEE AGENDA REPORT

REPORTS AGENDA ITEM NO. D.2

DATE: September 8, 2026

TO: Finance & Governance Committee

FROM: Javier Chagoyen-Lazaro, Chief Financial Officer, (805) 200-5400,
javier.chagoyenlazaro@oxnard.org

SUBJECT: 2nd Quarterly Sale and Disposal of Surplus City Property.

RECOMMENDATION

That the Finance and Governance Committee recommend that the City Council review the Purchasing Agent's recommendation to sell surplus property comprised of 36 units of surplus vehicles, trailers, and related equipment, with values that exceed \$500.00, and that can no longer be used by the City, and authorize the Purchasing Agent to sell the listed surplus items at a public auction in accordance with City Code section 4-54(B).

Please click the following link to view the required Measure M pre-recorded presentation video: <https://youtu.be/t4AcqL0Zzb0>

BACKGROUND

Section 4-54(B) requires the Purchasing Agent to obtain City Council authorization to sell, rent, destroy or recycle any single item of the city's personal property that exceeds \$500 in current market value or salvage value that can no longer be used by the city. Typically, City vehicles and other equipment that can no longer be used are sold at a public auction. The Purchasing Division works with City departments to identify the personal property of the City, such as vehicles that, for one reason or another, can no longer be used by the City. If the value of a particular item of City personal property exceeds \$500.00, the Purchasing Agent must seek City Council authorization to sell, rent, destroy or recycle such items which are deemed Surplus Property, meaning property that is not required to meet the needs or responsibilities of the City.

For purposes of this report to the Finance and Governance Committee, the Purchasing Division worked with the Fleet Services and the Water Divisions of Public Works to identify the surplus property discussed in further detail below that the City can no longer use and/or does not need.

The City has 978 vehicles and pieces of equipment valued at approximately \$57.9 million (as of December 2025). The City's vehicle fleet consists of passenger vehicles, light-, medium-, and heavy-duty trucks, refuse and dump trucks, fire apparatus, trailers, and construction equipment.

The Fleet Services Division of Public Works is responsible for maintaining and managing the City's vehicle fleet. Periodic review of vehicle condition, operating costs, and mileage is conducted to determine when units should be retired from active service.

The vehicles listed in this report meet one or more of the following criteria:

- High mileage or engine hours
- Cost-effectiveness of excessive maintenance costs or repeated mechanical failures
- Safety concerns or outdated equipment
- Obsolescence due to technological upgrades
- Regulatory compliance requirements
- End of service life

Vehicles are disposed of through an approved public auction vendor to ensure transparency and generate revenue that is deposited back into the general fund or respective department's fund accounts.

DISCUSSION

In the course of time, vehicles experience increasing maintenance costs and unplanned downtime. Continued operation of these units would require significant investment in repairs that are not cost-effective compared to their remaining service life. This could lead to frequent breakdowns and rising repair costs that exceed replacement thresholds. Auctioning these vehicles is the most efficient and transparent method of disposal. The auction process is also fully managed by an approved third-party vendor, minimizing staff workload and administrative costs.

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

Auctioning the surplus vehicles listed in this report is expected to generate revenue, which will be deposited into the general fund or respective department accounts. The estimated revenue is unknown prior to the auction.

Prepared by: Libertad Macias

ATTACHMENTS

1. Attachment 1 - 2nd Quarterly Sale and Disposal of Surplus City Property September 2026 (updated)
2. Presentation



**FINANCE AND GOVERNANCE COMMITTEE AGENDA REPORT
REPORTS AGENDA ITEM NO. D-2**

Attachment 1: Second Quarterly Sale and Disposal of Surplus City Property September 2026

Count	Unit	Dept	Year	Make	Model	Description	VIN	Mileage	CARB emissions regulated	Reason for disposing of asset	Replaced by Unit number	LOCATION
1	3679	Library	2003	Chevrolet	Astro	Passenger Van	1GNEL19X83B146956	30017	No	Mechanical Failure/ Repair Exceeds Value	25602	PACIFIC YARD
2	17008	PD	2017	Ford	Utility	PIU	1FM5K8AR8HGB00776	143971	No	Age/ Beyond useful Life	26003	PACIFIC YARD
3	07819	PF	2000	Mazda	MPV	MPV Wagon	JM3LW28G5Y0126267	115983	No	Mechanical Failure/ Repair Exceeds Value	Pending replacement	PACIFIC YARD
4	05101	E.R.	2005	Autocar	XPEDITOR	Refuse Side Loader	5VCEC6MF55H201984	212459	Yes	Mechanical Failure/ Repair Exceeds Value	R25114	PACIFIC YARD
5	3300	Fleet	1999	Ford	F350	Flatbed	1FDWF36F3XEC16438	67092	Yes	Age/ Beyond useful Life	22428	PACIFIC YARD
6	09618	GAP	2009	Isuzu	MPG	BOX Truck	JALB4W16X97400234	161199	Yes	Mechanical Failure/ Repair Exceeds Value	Pending replacement	PACIFIC YARD
7	3680	Facilities	2003	Ford	F550	Bucket truck	1FDAF56SX3EC58229	20753	Yes	Not Compliant with Emission Standards	26406	PACIFIC YARD
8	Misc	Streets	-	-	-	Grinder and Backhoe	N/A	n/a	No	Age/ Beyond useful Life	No Replacement Needed	PACIFIC YARD
9	15910	PD	2015	BMW	R120	Motorcycle	WB10A1307FZ192873	66561	No	Mechanical Failure/ Repair Exceeds Value	Unit on order	PACIFIC YARD
10	15500	Fire	2015	Yamaha	VX1800P	Watercraft	USYAMA4229B515	155 hours	No	Age/ Beyond useful Life	26505	PACIFIC YARD
11	18002	PD	2018	Ford	Utility	PIU	1FM5K8AR4JGC43553	148664	No	Mechanical Failure/ Repair Exceeds Value	26004	PACIFIC YARD
12	17009	PD	2017	Ford	Utility	PIU	1FM5K8ARXHGB00777	136914 est.	No	Accident/ Repair Exceeds Value	26005	STURGIS
13	3263	Streets	1998	Chevrolet	3500HD	Std cab utility dump	1GBKC34F8WF026565	N/A	Yes	Accident/ Repair Exceeds Value	Pending replacement	PACIFIC YARD
14	09603	Special Districts	2009	Ford	F150	pick up	1FTRF12W89KB23415	93438	No	Age/ Beyond useful Life	26404	PACIFIC YARD
15	17015	PD	2017	Ford	Utility	PIU	1FM5K8AR7HGB00784	160325	No	Mechanical Failure/ Repair Exceeds Value	26006	PACIFIC YARD
16	17003	PD	2017	Ford	Utility	PIU	1FM5K8AR1HGA44292	158614	No	Age/ Beyond useful Life	26007	PACIFIC YARD
17	17021	PD	2017	Ford	Utility	PIU	1FM5K8AR5HGD06718	163718	No	Mechanical Failure/ Repair Exceeds Value	26008	PACIFIC YARD
18	13003	PD	2013	Chevrolet	Caprice	PIU	6G1MK5U28DL812909	49788	No	Age/ Beyond useful Life	26002	PACIFIC YARD
19	13002	PD	2013	Chevrolet	Caprice	PIU	6G1MK5U27CL664279	72645	No	Age/ Beyond useful Life	26001	PACIFIC YARD
20	13001	PD	2013	Chevrolet	Caprice	PIU	6G1MK5U20CL664253	84786	No	Age/ Beyond useful Life	26000	PACIFIC YARD
21	17022	PD	2017	Ford	Utility	PIU	1FM5K8AR5HGD06721	123948	No	Mechanical Failure/ Repair Exceeds Value	26012	PACIFIC YARD
22	07902	City Corps	2007	Polaris	R07RH68AW	UTV	4XARH68AX74119703	Unknown	No	Mechanical Failure/ Repair Exceeds Value	No Replacement requested	PACIFIC YARD
23	09404	Water	2009	International	4300V	2 Axle Dump Truck	1HTJTSKR29H155623	14263	Yes	Age/ Beyond useful Life	25404	PACIFIC YARD
24	2846	Fire	1991	Pierce	Arrow	Pumper	4P1CA02H0MA000391	Unknown	No	Mechanical Failure/ Repair Exceeds Value	Unknown	FIRE STATION 3
25	3176	Fire	1997	Seagrave	TB50	Pumper	1F9ED28T6VCST2017	155431	No	Mechanical Failure/ Repair Exceeds Value	Unit on order	PACIFIC YARD
26	3177	Fire	1997	Seagrave	TB51	Pumper	1F9ED28T6VCST2018	207406	No	Mechanical Failure/ Repair Exceeds Value	Unit on order	PACIFIC YARD
27	06068	City Corps	2006	Ford	E350	15 Pass Van	1FBSS31L06DA90608	155013	No	Age/ Beyond useful Life	23611	PACIFIC YARD
28	3549	Fire	2002	Pace American	SC85520TA3	Enclosed trailer	4P2WB20262U031933	N/A	No	Age/ Beyond useful Life	26506	FIRE STATION 1
29	06050	Fire	2006	Chevrolet	Equinox	SUV	2CNDL13F066126692	128326	No	Age/ Beyond useful Life	26501	PACIFIC YARD
30	08501	Fire	2008	Ford	Explorer	SUV	1FMEU63E88UA42260	153174	No	Age/ Beyond useful Life	26503	PACIFIC YARD
31	08502	Fire	2008	Ford	Explorer	SUV	1FMEU63EX8UA42261	68313	No	Age/ Beyond useful Life	26504	PACIFIC YARD
32	05021	PD	2005	Kustom Signal	232	Radar trailer	1K9BM11104G118046	N/A	No	Mechanical Failure/ Repair Exceeds Value	Pending replacement	PACIFIC YARD
33	06067	PAL/ Recreation	2006	Ford	E350	15 Pass Van	1FBSS31LX6DA44025	134889	Yes	Age/ Beyond useful Life	26601	PACIFIC YARD
34	3541	Special Districts	2002	Chevrolet	1500	Std cab Pickup	1GCEC14V52E189372	155949	No	Age/ Beyond useful Life	24414	PACIFIC YARD
35	17020	PD	2017	Ford	Utility	PIU	1FM5K8AR3HGD06720	140698	No	Mechanical Failure/ Repair Exceeds Value	Pending replacement	PACIFIC YARD
36	09608	Special Districts	2009	Ford	F250	Utility Truck	1FDNF20509EA41073	122085	Yes	Age/ Beyond useful Life	25406	PACIFIC YARD

2nd Quarterly Sale and Disposal of Surplus City Property

Presentation to the Finance & Governance Committee
September 8, 2026

Presented by:
Libertad Macias, Purchasing Manager



Recommendation

That the Finance and Governance Committee recommend the City Council authorize the Purchasing Agent to dispose of 36 units of surplus vehicles, trailers, and related equipment, via public auction. In accordance with City Code Section 4-54(B) items over \$500 require Council authorization for disposal.

Identifying Surplus Assets

- Vehicles, trailers, and related equipment have been identified through City fleet management process
- Surplus items no longer needed or cost-effective to maintain

What's Being Auctioned

- 36 units across Police, Fire, Water, Streets, Parks
- Fleet vehicles, trailers, and operational equipment, including:
 - Sedans, SUVs, pickups, and vans
 - Equipment and utility trailers (including live floor trailers)
 - Service units (flatbeds, box trucks, utility body trucks)
 - Specialized equipment (e.g., striping equipment, pressure washer)
- Model years range from 1987 to 2020
- Assets located across multiple City facilities

Condition of Vehicles and Equipment

- Multiple units exceed 100,000–150,000 miles
- Engine failures, transmission failures, internal damage
- Accident-damaged and part-out vehicles
- Several units non-operational
- Exceeded their useful service life

Evaluation Process

- Fleet Services reviewed all units
- Reassignment considered first
- Lifecycle cost vs. replacement evaluated
- Only non-viable assets designated as surplus

Why Public Auction

- Competitive bidding establishes market value
- Eliminates favoritism or pricing concerns
- Managed by a third-party
- Standardized and defensible disposal method
- Fair and open competition

Financial & Operational Impact

- Avoid continued repair and maintenance costs
- Reduce downtime and liability exposure
- Return revenue to City funds

Recommendation

That the Finance and Governance Committee recommend the City Council authorize the Purchasing Agent to dispose of 36 units of surplus vehicles, trailers, and related equipment, via public auction. In accordance with City Code Section 4-54(B) items over \$500 require Council authorization for disposal.



Questions?