

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 Library, 251 South "A" Street and the City Clerk's Office, 300 West Third Street 4th Floor during customary business hours. Any materials to be presented at this meeting will be made available electronically 24 hours prior to the meeting, at the end of this agenda. The agenda reports are on the City of Oxnard web site at www.oxnard.org.



AGENDA
OXNARD CITY COUNCIL
OXNARD COMMUNITY DEVELOPMENT COMMISSION SUCCESSOR AGENCY
OXNARD FINANCING AUTHORITY
OXNARD HOUSING AUTHORITY
Council Chambers, 305 West Third Street

June 26, 2018

Regular Meeting - 6:00 PM

Appointment Item - 5:00 PM

A. ROLL CALL/POSTING OF AGENDA

THE FOLLOWING LEGISLATIVE BODIES ARE MEETING: City Council and Housing Authority.

B. APPOINTMENT ITEM (5:00 PM)

1. SUBJECT: Cannabis Study Session (15/15/30)

RECOMMENDATION: That City Council:

1. Receive the report from HdL Companies on their Feasibility Study and Fiscal Analysis of the potential cannabis industry in the City of Oxnard; and
2. Provide direction to staff regarding the permitting and regulation of various types of cannabis businesses in the City of Oxnard.

Legislative Body: CC

Contact: Ashley Golden

Phone: (805) 385-7882

C. OPENING CEREMONIES

Pledge of allegiance to the flag of the United States.

D. CEREMONIAL CALENDAR

1. SUBJECT: Presentation of a Proclamation Designating June 21, 2018 as "Pastor Edward and Barbara Williams' 50th Wedding Anniversary Celebration Day."

E. PUBLIC COMMENTS ON ITEMS NOT ON THE AGENDA

At this time, the legislative body will consider public comments for a maximum of thirty minutes. 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. Speaker cards will not be accepted after the beginning of the general public comment period. Based on the number of speaker cards submitted, the presiding officer may impose time limits per speaker. Typically, speakers are limited to three minutes, but shorter time may be established as deemed necessary. A person not able to address the legislative body at this time because the thirty minutes expires

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.

City of Oxnard internet address: www.oxnard.org.

may do so just 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.

F. REPORT OF CITY MANAGER/EXECUTIVE DIRECTOR/SECRETARY

The City Manager/Executive Director/Secretary shall report on items of interest to the legislative body occurring since the last meeting. The legislative body cannot enter into detailed discussion or take action on any item presented during this report. Such items may only be referred to the City Manager/Executive Director/Secretary for administrative action or scheduled on a subsequent agenda for discussion.

G. CITY COUNCIL/HOUSING AUTHORITY/SUCCESSOR AGENCY/FINANCING AUTHORITY BUSINESS/COMMITTEE REPORTS

At this time, a member of the legislative body may make a brief announcement, or make a brief report on his or her activities. Further, members of the legislative body may request to schedule consideration of whether to place an item on a future agenda. The legislative body cannot enter into detailed discussion or take action on any item presented during this report. The member's report shall not exceed three minutes, unless additional time is granted by the presiding officer.

H. REVIEW OF INFORMATION/CONSENT AGENDA

The members of the legislative body will consider whether to remove Information/Consent Agenda items for discussion later during the meeting.

I. PUBLIC COMMENTS ON INFORMATION/CONSENT AGENDA

At this time, a person may address the legislative body only on matters appearing on the information/consent agenda. The presiding officer shall limit public comments to three minutes.

J. INFORMATION CONSENT AGENDA

City Clerk Department

1. SUBJECT: Approval of Minutes.

RECOMMENDATION: That the City Council approve the minutes of the May 22, 2018 Regular Meeting, May 29, 2018 Special Meeting, June 1, 2018 Special Meeting, and June 5, 2018 Regular Meeting as presented.

Legislative Body: CC

Contact: Michelle Ascencion

Phone: (805) 385-7805

City Manager Department

2. SUBJECT: Agreements for City Council Review.

RECOMMENDATION: That City Council, pursuant to Ordinance No. 2835, approve and authorize the City Manager to execute the following agreements/contracts and change orders/amendments in amounts more than \$25,000 but no more than \$250,000:

- A. BrightView Landscape, Inc. (A-8073) for maintenance of Waterways Zone 1 Mandalay Bay and Zone 2 Harbour Island (\$180,226).
- B. E. P. Consulting (8083-17-CM) for legislative services (\$50,000).
- C. Final Details (7114-15-FN) for citywide vehicle mobile washing (\$25,000).
- D. Ebix, Inc. (7778-17-HR) to provide continuing certificate of insurance data management (\$25,000).
- E. Oxnard Housing Authority (A-7727) for use of property at 1500 Camino Del Sol (\$72,000).
- F. Iteris, Inc. (6422-13-DS) for on-call operation and maintenance for the City's transportation maintenance center and intelligent transportation system (\$100,000).
- G. Solid Waste Solutions, Inc. (8180-18-PW) for compliance with CalRecycle program reporting (\$80,000).
- H. Vida Newspaper (Purchase Order No. 6901) for legal publication of stale dated checks and unclaimed funds (\$25,830).

Legislative Body: CC

Contact: Jesus Nava

Phone: (805) 385-7497

Economic Development Department

- 3. **SUBJECT:** 2018-2019 Oxnard Convention & Visitors Bureau Agreement.
RECOMMENDATION: That City Council approve a new contract between the City of Oxnard and the Oxnard Convention and Visitors Bureau.
Legislative Body: CC Contact: Kymberly Horner Phone: (805) 385-7407
- 4. **SUBJECT:** Oxnard Downtown Improvement District Annual Update.
RECOMMENDATION: That the City Council adopt a resolution ordering the levy and collection of assessments within the Oxnard Downtown Improvement District ("ODID") for Fiscal Year ("FY") 2018-19.
Legislative Body: CC Contact: Kymberly Horner Phone: (805) 385-7407

Finance Department

- 5. **SUBJECT:** Approval of Agreement A-8067 Landscape Maintenance Contract for Seabridge CFD 4.
RECOMMENDATION: That City Council:
 - 1. Approve and authorize the City Manager to execute Agreement A-8067 with Landscape Development, Inc. to provide landscape maintenance services to Seabridge Community Facilities District (CFD 4) in the total amount of \$755,640;
 - 2. Approve a 10 percent contingency amount of \$75,564 for Agreement A-8067; and
 - 3. Authorize the Special Districts Manager or designee to change service levels within the contract based upon available funding in the assessment district without returning to Council.Legislative Body: CC Contact: Jim Throop Phone: (805) 385-7475
- 6. **SUBJECT:** City of Oxnard General Fund Loan to LMD 31 Rancho De La Rosa.
RECOMMENDATION: That City Council approve and authorize:
 - 1. The Mayor to execute Agreement No. A-8072 between the City of Oxnard and Landscape Maintenance District 31 – Rancho De La Rosa for a loan in the amount of \$45,000 plus 2.9% interest to fund the replacement of fencing at LMD 31 Rancho De La Rosa;

2. The obligation created by this Agreement as memorialized by the Promissory Note and the Chief Financial Officer is authorized to effectuate this loan;

3. A budget appropriation in the amount of \$45,000 to LMD 31 Rancho De La Rosa (Fund 157) for replacement of fencing (Fenceworks, Inc. 8242-18-FN).

Legislative Body: CC

Contact: Jim Throop

Phone: (805) 385-7475

7. SUBJECT: Approval of Agreement No. A-8073 for Landscape Maintenance in Waterways Districts Zone 1 Mandalay Bay and Zone 2 Harbour Island.

RECOMMENDATION: That City Council approve:

1. Agreement A-8073 with Landscape Development, Inc. to provide landscape maintenance services to Waterways Maintenance Assessment District Zone 1 Mandalay Bay and Zone 2 Harbour Island in the total amount of \$180,226;

2. A 10 percent contingency amount of \$18,023 for Agreement A-8073 for maintenance services with Landscape Development, Inc.; and

3. Authorize the Special Districts Manager or designee to change service levels within the approved contract value based upon available funding in the assessment district without returning to City Council.

Legislative Body: CC

Contact: Jim Throop

Phone: (805) 385-7475

Public Works Department

8. SUBJECT: Second Amendment to Agreement No. 6552-14-PW with the Groundskeeper, Inc. for Landscape Maintenance Services to Public Works Facilities.

RECOMMENDATION: That the City Council:

1. Approve and authorize the Mayor to execute the Second Amendment to the agreement with the Groundskeeper, Inc. for the period of April 13, 2018, through December 31, 2018 and increase the amount by \$43,960 for an amount not-to-exceed \$347,295; and

2. Adopt a resolution creating a one-time exemption from Resolution Number 13,932's requirement to not extend the expiration date of a contract for trade services for more than three years.

Legislative Body: CC

Contact: Rosemarie Gaglione

Phone: (805) 385-8055

9. SUBJECT: Approve Trade Services Agreement No. 8284-18-PW with Mac Valley Oil Company for Additional Funds and Time

RECOMMENDATION: That the City Council approve and authorize the Mayor to execute an Agreement No. 8284-18-PW with MacValley Oil and to amend the terms of Blanket Purchase Order No. 5640, adding an additional \$200,000 and extending the expiration date by six months to December 31, 2018.

Legislative Body: CC

Contact: Rosemarie Gaglione

Phone: (805) 385-8055

10. SUBJECT: Federal, State and Regional Grants and Matching Funds for Six (6) Capital Improvement Projects

RECOMMENDATION: That City Council:

1. Adopt a resolution ratifying the submittal of grant applications for: \$3,260,000 in Ventura County Transportation Commission (VCTC)/California Department of Transportation (Caltrans) grant funds, to be used for the Rice Avenue Fifth Street grade separation; \$1,523,000 in Federal Railroad Administration (FRA) grant funds, to be used for the Rice

Avenue Fifth Street grade separation; \$5,000,000 in Public Utilities Commission (PUC) grant funds, to be used for the Rice Avenue Fifth Street grade separation; \$68,606,000 in California Transportation Commission (CTC) grant funds, to be used for the Rice Avenue Fifth Street grade separation; \$434,000 in VCTC/Caltrans grant funds, to be used for the Rose Avenue sidewalk project; \$914,000 in VCTC/Caltrans grant funds, to be used for the Ventura Boulevard sidewalk project; and \$1,445,100 in Caltrans grant funds, to be used for the citywide signal modification project; and

2. Appropriate local matching funds in the amount of \$193,537 for six capital improvement projects—the Rice Avenue at Fifth Street grade separation, the Rose Avenue sidewalk, the Ventura Boulevard sidewalk, citywide signal modification, Oxnard Transit Center maintenance, and bicycle and pedestrian improvements and maintenance—as described in the attached budget appropriation.

Legislative Body: CC

Contact: Rosemarie Gaglione

Phone: (805) 385-8055

K. REPORTS

Housing Department

1. SUBJECT: Section 8 Housing Choice Voucher Program Budget for Fiscal Year 2019. (5/5/5)
RECOMMENDATION: That the Board of Commissioners of the Housing Authority of the City of Oxnard (1) adopt a resolution approving and adopting the recommended \$20,739,184 operating budget for the Section 8 Housing Choice Voucher Program (“Section 8”) for fiscal year 2019 and (2) approve and authorize the use of \$277,256 of unrestricted cash/investments to fund the projected deficit.

Legislative Body: HA

Contact: Arturo Casillas

Phone: (805) 385-8094

2. SUBJECT: Low Rent Public Housing Budget for Fiscal Year 2019. (5/5/5)
RECOMMENDATION: That the Board of Commissioners of the Housing Authority of the City of Oxnard (1) adopt a resolution approving and adopting the recommended \$7,291,752 operating budget for the Low Rent Public Housing program (“LRPH”) for fiscal year 2019, as presented for each project area and (2) approve and authorize the use of \$428,224 of unrestricted cash/investments to fund the projected deficit.

Legislative Body: HA

Contact: Arturo Casillas

Phone: (805) 385-8094

City Manager Department

3. SUBJECT: Adoption of Fiscal Year 2018-19 Operating Budget (5/5/5)
RECOMMENDATION: That the City Council:
1. Adopt the following resolutions:
 - a. A Resolution of the City Council of the City of Oxnard Approving the City Operating Budget for the Fiscal Year 2018-19; and
 - b. A Resolution of the City Council of the City of Oxnard Establishing an Appropriation Limit for the Fiscal Year 2018-19; and
 - c. A Resolution of the City Council of the City of Oxnard Authorizing Full-Time Equivalent Positions in the City Service Effective July 1, 2018 in accordance with the

Operating Budget for the Fiscal Year 2018-19; and

d. A Resolution of the City Council of the City of Oxnard Authorizing Classification and Salary Schedules Resolution and Approving the attached Classification and Salary Schedule; and

e. A Resolution of the City Council of the City of Oxnard Establishing Financial Management Policies.

2. Authorize the City Manager to transfer and make adjustment of inter-fund transfers on June 30, 2018 to eliminate any cash deficits in funds when necessary including: Capital Improvement Funds, Utilities, Impact Fee Funds, Assessment District Funds, Grant Funds, Debt Service Funds, and all other funds that may need such adjustments.

That the Housing Commissioners:

1. Adopt a resolution approving the Housing Authority's Fiscal Year 2018-19 Operating and Capital Budget.

Legislative Body: CC, HA

Contact: Jesus Nava

Phone: (805) 385-7497

Finance Department

4. SUBJECT: Public Safety Tax Assessment FY2018-19 (5/5/5)

RECOMMENDATION: That City Council adopts a resolution establishing the FY 18-19 tax rates on property in the City of Oxnard for the payment of voter approved obligations.

Legislative Body: CC

Contact: Jim Throop

Phone: (805) 385-7475

L. PUBLIC COMMENTS ON CLOSED SESSION ITEMS

At this time, a person may address the legislative body only on matters appearing on the closed session agenda. The presiding officer shall limit public comments to three minutes

M. CLOSED SESSION

1. CONFERENCE WITH LEGAL COUNSEL - ANTICIPATED LITIGATION

CC On the advice of the City Attorney, based on existing facts and circumstances, the City Council shall decide whether to initiate litigation in one potential case, pursuant to Government Code section 54956.9(d)(4).

N. ADJOURNMENT