

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.



This meeting is held pursuant to the State Emergency Services Act, the Governor's Emergency Declaration, and Governor's Executive Order N-29-20 to allow members of the City Council or staff to participate via teleconference.

Pursuant to the Ventura County Public Health Official's order and Governor's Executive Order N-33-20, all city buildings are temporarily closed to the public. The public is encouraged to view the meeting from home on the City's website at Oxnard.org/city-meetings, Spectrum channel 10, Frontier channel 35, or YouTube at Youtube.com/oxnardnews. Video recordings are typically available online immediately following the meeting.

The public may provide comments to the City Council via email at cityclerk@oxnard.org no later than 3:00 p.m. on the day of the meeting. Please identify the meeting date and agenda item in the Subject line.

A telephone option for public comments is also available at this time due to the State of California "Stay At Home" order. Requests to speak must be submitted no later than 3:00 p.m. on the day of the meeting. Use the form on the city's website to submit your request: Oxnard.org/city-meetings, or call the City Clerk's Office at (805) 385-7803, or email your request to cityclerk@oxnard.org.

AMENDED AGENDA

(Item L-4 revised; Item M-2 updated with new attachment)

OXNARD CITY COUNCIL

OXNARD COMMUNITY DEVELOPMENT COMMISSION SUCCESSOR AGENCY

OXNARD FINANCING AUTHORITY

OXNARD HOUSING AUTHORITY

Council Chambers, 305 West Third Street

May 5, 2020

Closed Session - 4:30 PM

Appointment Items - 5:00 PM

Regular Meeting - 6:00 PM

A. ROLL CALL, POSTING OF AGENDA

THE FOLLOWING LEGISLATIVE BODIES ARE MEETING: City Council.

B. 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.

C. CLOSED SESSION (4:30 PM)

1. CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION (Government Code section 54956.9(d)(2)) (City Council): Based on existing facts and circumstances, there is significant exposure to litigation against the City in one potential case.

D. APPOINTMENT ITEM (5:00 PM)

1. Information Technology Department

SUBJECT: Fiber Master Plan Adoption. (45/30/15)

RECOMMENDATION: That the City Council:

1. Adopt the Fiber Master Plan; and

2. Discuss and provide direction on

a. Adopting a requirement that Development Agreements include deployment of fiber optic

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: (Staff Presentation / Council Discussion / Public Comment)

network infrastructure;

b. Evaluating and adopting a requirement that discretionary permit approvals include deployment of fiber optic network infrastructure; and

c. Creating a broadband infrastructure development impact fee to expand and maintain broadband infrastructure.

(Housing and Economic Development Committee approved 3-0)

Legislative Body: City Council

Contact: Keith Brooks, (805) 385-7597

E. OPENING CEREMONIES (6:00 PM)

Pledge of allegiance to the flag of the United States.

F. CEREMONIAL ITEMS

1. SUBJECT: Proclamation Designating the Month of May 2020 as "Older Americans Month."

2. SUBJECT: Proclamation Designating the Week of May 3-9, 2020 as "Municipal Clerks Week."

G. 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 requests shall be submitted as set forth on the first page of this agenda. Based on the number of speaker requests 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. 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.

H. 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.

1. City Manager Department

SUBJECT: COVID-19 Update, Ratification of Director of Emergency Services Orders. (10/5/5)

RECOMMENDATION: That the City Council:

1. Receive an update from the Director of Emergency Services;

2. Adopt a resolution ratifying orders issued by the Director in response to the COVID-19 Local Emergency.

Legislative Body: City Council

Contact: Alexander Nguyen, (805) 385-7430

I. 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.

J. 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.

K. 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.

L. INFORMATION/CONSENT AGENDA

1. City Clerk Department

SUBJECT: Approval of Minutes.

RECOMMENDATION: That the City Council approve the minutes of the April 21, 2020 regular meeting as presented.

Legislative Body: City Council

Contact: Michelle Ascencion, (805) 385-7805

2. Fire Department

SUBJECT: Accept 2019 Emergency Management Performance Grant (EMPG).

RECOMMENDATION: That the City Council adopt a resolution authorizing:

1. The City Manager to accept a grant in the amount of \$47,569.81 to the Ventura County Office of Emergency Services for 2019 Emergency Management Performance Grant for the purpose of printing public education material and for offsetting the salary of the Emergency Services Manager;
2. 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
3. The Fire Chief or designee to submit non-financial reports.

Legislative Body: City Council

Contact: Darwin Base, (805) 385-7700

3. Fire Department

SUBJECT: FEMA Public Assistance Program Coronavirus Application.

RECOMMENDATION: That City Council adopt a resolution authorizing:

1. The City Manager or designee to submit an application for Federal Emergency Management Agency's (FEMA) Public Assistance Program in accordance with the COVID-19 Emergency Declaration to receive reimbursement for emergency protective measures taken by the City;
2. The City Manager or designee to appropriate funds upon notification of award;
3. The Chief Financial Officer or designee to submit financial reports and claims and approve

administrative budget appropriation for the use of FEMA funds upon award; and
4. The Fire Chief or designee to submit all program related progress or status reports.

Legislative Body: City Council

Contact: Darwin Base, (805) 385-7700

4. Police Department **(REVISED)**

SUBJECT: FY 2020 Coronavirus Emergency Supplemental Funding Grant Application.

RECOMMENDATION: That the City Council adopt a resolution authorizing:

1. The City Manager to execute and apply for \$209,498 in unmatched grant funds from the U.S. Department of Justice, Bureau of Justice Assistance, FY 2020 Coronavirus Emergency Supplemental Funding (CESF) Program;
2. The City Manager or designee to execute grant agreements and appropriate funds upon confirmation of grant award;
3. The Chief Financial Officer or designee to submit financial reports and grant claims, and approve special budget appropriations for use of CESF Microgrant funds; and
4. The Chief of Police or designee to submit all program related progress or status reports.

Legislative Body: City Council

Contact: Scott Whitney, (805) 385-7624

5. Public Works Department

SUBJECT: Restructuring of Public Works Engineering and Traffic Engineering Divisions.

RECOMMENDATION: That the City Council approve and authorize:

1. The Mayor to adopt a Resolution to amend Resolution No. 15,241 authorizing full-time equivalent positions pursuant to Chapter 4 of the City Personnel Rules and Regulations; and
2. The City Manager to approve a budget appropriation in the amount of \$18,469.

(Public Works and Transportation Committee approved 3-0)

Legislative Body: City Council

Contact: Rosemarie Gaglione, (805) 385-8055

6. Public Works Department

SUBJECT: Trade Services Agreement with BC Laboratories, Inc. for Samples Testing Services.

RECOMMENDATION: That the City Council approve and authorize the Mayor to execute Agreement A-8214 with BC Laboratories, Inc. for water, wastewater, and recycled water samples testing services in the amount of \$800,000 through May 5, 2023. (Public Works and Transportation Committee approved 3-0)

Legislative Body: City Council

Contact: Rosemarie Gaglione, (805) 385-8055

M. REPORTS

1. City Attorney Department

SUBJECT: Amendment of City Treasurer Functions; Persons Authorized to Sign Financial Instruments and Initiate Electronic Bank Transactions; Oversight of Payroll Functions; and Adjustment of Future Benefits and Compensation of the Office of City Treasurer Beginning in December 2020. (15/15/10)

RECOMMENDATION: That the City Council:

1. Approve the first reading by title only and waive further reading of an ordinance entitled: AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF OXNARD AMENDING AND ADDING PROVISIONS TO THE CITY CODE TO DESIGNATE THE ASSISTANT CITY TREASURER AS THE "COLLECTOR" OR "LICENSE COLLECTOR" FOR SPECIFIC PERMITTING AND LICENSING FUNCTIONS; AMENDING THE CITY CODE AND ORDINANCE NO. 2350 TO LIMIT CITY TREASURER DUTIES TO THAT POSITION'S STATUTORY DUTIES NOT OTHERWISE ASSIGNED TO THE ASSISTANT CITY TREASURER, AND TO CHANGE CITY TREASURER COMPENSATION AND BENEFITS EFFECTIVE WHEN THE CITY COUNCIL DECLARES THE RESULTS OF THE CANVASS OF THE RETURNS FOR THE NOVEMBER 2020 MUNICIPAL ELECTION; AND ADDING SECTION 2-187 REGARDING PAYROLL FUNCTIONS BEING MANAGED BY THE DIRECTOR OF HUMAN RESOURCES;

2. Adopt a resolution entitled:

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF OXNARD AUTHORIZING CERTAIN PERSONS TO SIGN AND ENDORSE CHECKS AND DRAFTS AND INITIATE AND APPROVE ELECTRONIC BANK TRANSACTIONS FOR THE CITY OF OXNARD, ASSESSMENT DISTRICTS AND THE OXNARD COMMUNITY DEVELOPMENT COMMISSION SUCCESSOR AGENCY; AND AMENDING THE TITLE AND EXHIBIT B OF RESOLUTION NO. 10,820 REGARDING THE JOB SPECIFICATIONS FOR THE CITY TREASURER; and

3. Adopt a resolution entitled:

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF OXNARD AMENDING EXHIBIT A OF RESOLUTION NO. 15,242 AS IT RELATES TO THE SALARY RANGE FOR THE CITY TREASURER.

Legislative Body: City Council

Contact: Stephen Fischer, (805) 385-7483

2. Community Development Department **(ATTACHMENT ADDED)**

SUBJECT: Formation of the City of Oxnard Community Facilities District No. 8 (Sakioka Farms Business Park). (5/10/5)

RECOMMENDATION: That the City Council approve a resolution declaring its intention to establish the City of Oxnard Community Facilities District No. 8 (Sakioka Farms Business Park), authorize the levy of a special tax within said District, and designate certain property for future annexation to the District.

Legislative Body: City Council

Contact: Jeffrey Lambert, (805) 385-7882

3. Finance Department

SUBJECT: Presentation of Single Audit Report and Update on Corrective Action Plan. (25/10/5)

RECOMMENDATION: That the City Council receive the Single Audit Report from the audit firm Eadie + Payne, and an update on the Corrective Action Plan (CAP) from staff. (Finance and Governance Committee approved 2-0.)

Legislative Body: City Council

Contact: Kevin Riper, (805) 385-7475

N. ADJOURNMENT