

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.



AMENDED AGENDA
(Items G-1 and M-3 added – 7/23/20)

OXNARD CITY COUNCIL
OXNARD COMMUNITY DEVELOPMENT COMMISSION SUCCESSOR AGENCY
OXNARD FINANCING AUTHORITY
OXNARD HOUSING AUTHORITY

Council Chambers, 305 West Third Street
July 29, 2020

Closed Session - 4:30 PM
Regular Meeting - 6:00 PM

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.

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. PUBLIC EMPLOYEE ANNUAL PERFORMANCE EVALUATION (Government Code section 54957)
Title: City Manager
This item is to be discussed in closed session under the Brown Act exception of Government Code section 54957(b)(1) (public employee performance evaluation).
Legislative Body: City Council
2. PUBLIC EMPLOYEE ANNUAL PERFORMANCE EVALUATION (Government Code section 54957)
Title: City Attorney

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)

This item is to be discussed in closed session under the Brown Act exception of Government Code section 54957(b)(1) (public employee performance evaluation).

Legislative Body: City Council

D. OPENING CEREMONIES (6:00 PM)

Pledge of allegiance to the flag of the United States.

E. CEREMONIAL ITEMS

1. SUBJECT: Presentation of a Resolution to Fire Chief Darwin Base for Thirty-Two Years of Outstanding Service to the City of Oxnard.

F. 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.

G. 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 **(NEW ITEM)**

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

H. 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.

I. 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.

J. 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.

K. INFORMATION/CONSENT AGENDA**1. City Manager Department**

SUBJECT: Annual Delegation of Investment Authority and Investment Policy.

RECOMMENDATION: That the City Council adopt a resolution:

1. Delegating investment authority to the City Treasurer; and
2. Adopting the FY 2020-21 investment policy for the City.

(Finance and Governance Committee approved 3-0.)

Legislative Body: City Council

Contact: Alexander Nguyen, (805) 385-7430

2. Community Development Department

SUBJECT: Fifth Amendment to Agreement No. 7748-17-FN with HdL Companies for Cannabis Management Services.

RECOMMENDATION: That the City Council:

1. Approve and authorize the Mayor to execute the Fifth Amendment to Agreement No. 7748-17-FN with Hinderliter, de Llamas and Associates (“HdL”) to extend the term and increase the amount of the Agreement from \$666,350 to \$791,593 which includes Sales Tax and Economic Analysis, Allocation Audit and Recovery, and Cannabis Fiscal Analysis and Taxation Strategies consulting services; and
2. Approve the budget appropriation of \$125,243 for the Fifth Amendment to Agreement No. 7748-17-FN with Hinderliter, de Llamas and Associates, which is recoverable through the Cannabis Business Permit Fee and does not impact fund balance.

(Housing and Economic Development Committee approved 2-0 with Councilmember Basua absent)

Legislative Body: City Council

Contact: Jeffrey Lambert, (805) 385-7882

3. Community Development Department

SUBJECT: Vacation of a City Access Easement for Slope Maintenance associated with the Final Map of Tract 6004 (PZ No. 17-300-08) for “The Landing” at RiverPark located on the Southside of Town Center Drive Between Oxnard Boulevard and North Ventura Road within the RiverPark Specific Plan Area. Filed by Ann Walsh of Shea Properties.

RECOMMENDATION: That the City Council:

1. Adopt a Resolution to vacate an existing City Access Easement for Slope Maintenance;
2. Authorize the Mayor to sign the Quitclaim Deed releasing City authority and/or rights to the Access Easement for Slope Maintenance back to Sunflower, LP for parcels 132-0-470-125 and 132-

0-470-155; and

3. Authorize the Mayor to sign the Quitclaim Deed releasing City authority and/or rights to the Access Easement for Slope Maintenance back to Riverpark Landing, LLC for parcels 132-0-470-115 and 132-0-470-145.

Legislative Body: City Council

Contact: Jeffrey Lambert, (805) 385-7882

4. Community Development Department

SUBJECT: Planning and Zoning Permit No. 20-300-03 (Final Subdivision Map for Tract 5745-2) Associated with Planning & Zoning Permit No. 11-300-07 for Wagon Wheel "The Village" Specific Plan. Filed by Corey Harpole for CRFL Partners, LLC, 64 Maxwell, Irvine, CA. 92618, the owner.

RECOMMENDATION: That the City Council:

1. Accept Final Map 5745-2 associated with PZ No. 11-300-07 Tentative Subdivision Map 5745 for The Village Specific Plan;
2. Adopt a Resolution to authorize the Mayor to sign the owner statement on the title page of Final Map 5747-2 related to infrastructure easements;
3. Authorize the City Clerk to sign the "Abandonment Certificate" for the vacation of certain infrastructure easements; and
4. Receive and file a "Notice of Pending Approval" for Final Map of Tract 5745-2 by the Community Development Director including signature of "City Council's Certificate" on the title sheet.

Legislative Body: City Council

Contact: Jeffrey Lambert, (805) 385-7882

5. Fire Department

SUBJECT: Coronavirus Relief Funds.

RECOMMENDATION: That City Council adopt a resolution ratifying the signature and submission by the City Manager of a certification titled "Certification for Receipt of Funds Pursuant to Paragraphs (2) or (3) of Subdivision of Control Section 11.90 of the Budget Act of 2020," signed and submitted by the City Manager on July 2, 2020.

Legislative Body: City Council

Contact: Darwin Base, (805) 385-7700

6. Fire Department

SUBJECT: FEMA Grant Application for Prevention Training.

RECOMMENDATION: That City Council adopt a resolution authorizing:

1. The City Manager to submit a grant application to the Federal Emergency Management Agency (FEMA) Fire Prevention and Safety (FP&S) program in the amount of \$142,513;
2. The City Manager or designee to execute the grant agreement if funds are awarded to the City;
3. The Chief Financial Officer or designee to submit financial reports and grant claims, approve budget appropriations during FY2020-21 for the use of grant funds and perform all other required financial actions; and
4. The Fire Chief or designee to submit non-financial reports.

Legislative Body: City Council

Contact: Darwin Base, (805) 385-7700

7. Information Technology Department

SUBJECT: Response to Grand Jury Report titled "Cybersecurity Strategies for Cities in Ventura County."

RECOMMENDATION: That the City Council authorizes the Mayor, the City Manager, and the Chief Information Officer to respond on behalf of the City Council, to the Grand Jury Report titled "Cybersecurity Strategies for Cities in Ventura County" dated May 21, 2020, in the form included as the attachment titled "Response To Grand Jury Report Form." (Finance and Governance Committee approved 3-0)

Legislative Body: City Council

Contact: Keith Brooks, (805) 385-7597

8. Police Department

SUBJECT: City of Oxnard Response to the Ventura County Grand Jury's Report on Detention Facilities.

RECOMMENDATION: That the City Council authorize the Mayor, the City Manager, and the Police Chief to respond, on behalf of the City Council, to the Grand Jury's "Annual Detention Report" dated April 8, 2020. (Public Safety Committee approved 2-0)

Legislative Body: City Council

Contact: Scott Whitney, (805) 385-7624

9. Police Department

SUBJECT: City of Oxnard Response to Grand Jury Report Titled "Human Trafficking in Ventura County."

RECOMMENDATION: That the City Council authorize the Mayor, the City Manager, and the Police Chief to respond, on behalf of the City Council, to the Grand Jury Report titled "Human Trafficking in Ventura County" dated April 8, 2020, in the attached response form. (Public Safety Committee approved 2-0)

Legislative Body: City Council

Contact: Scott Whitney, (805) 385-7624

10. Public Works Department

SUBJECT: Purchase Order to Fastenal Company for Personal Protective Equipment for the Environmental Resources (ER) Division.

RECOMMENDATION: That the City Council authorize the City Manager to execute Purchase Order No. 7740 (PO) with Fastenal Company (Fastenal) for an amount not to exceed \$200,000 for a three (3) year term for personal protective equipment. (Public Works and Transportation Committee approved 3-0.)

Legislative Body: City Council

Contact: Rosemarie Gaglione, (805) 385-8055

11. Public Works Department

SUBJECT: Second Amendment to Agreement A-7974 with the County of Ventura for a Work Release Program.

RECOMMENDATION: That the City Council approve and authorize the Mayor to execute a

Second Amendment to Agreement A-7974 with the County of Ventura in the amount of \$235,000 for a new not to exceed contract amount of \$925,000, and to extend the contract term from July 18, 2020, to July 18, 2021. (Public Works and Transportation Committee approved 3-0.)

Legislative Body: City Council

Contact: Rosemarie Gaglione, (805) 385-8055

L. PUBLIC HEARINGS

1. Community Development Department

SUBJECT: Appeal of the Planning Commission's Decision to Deny Planning and Zoning Permit No. 18-500-12 (Special Use Permit) Regarding Property at 2900 Saviers Road - 7-Eleven (APN 219-018-035), Subject to Certain Findings and Conditions. (10/20/10)

RECOMMENDATION: That the City Council:

1. Conduct a public hearing;
2. Find the Project to be Statutorily Exempt from environmental review pursuant to the California Environmental Quality Act (CEQA) Guidelines Section 15270 (Projects Which Are Disapproved); and
3. Adopt a resolution denying the appeal and upholding the Planning Commission's denial of Planning and Zoning Permit No. 18-500-12 (Special Use Permit) because the record does not contain the evidence necessary to make all of the Findings required by Oxnard City Code Section 16-531 and City Council Resolution No. 11,896 in order to grant a Special Use Permit.

Legislative Body: City Council

Contact: Jeffrey Lambert, (805) 385-7882

2. Community Development Department

SUBJECT: Implementation of Monitoring Contract for Short-Term Rentals and Resolution Establishing Fees. (10/10/5)

RECOMMENDATION: That the City Council:

1. Authorize the City Manager to enter into a contract with Host Compliance (Agreement No. A-8232) to assist in the implementation of, and ensure compliance with, Short-Term Rental (STR) regulations;
2. Hold a public hearing on proposed new STR fees recommended by staff for services related to the issuance of STR Permits and Business Licenses and adopt a Resolution establishing the new STR fees; and
3. Approve the budget appropriation of \$30,367 in FY 20-21 for the agreement with Host Compliance, which will recognize and appropriate STR Permit fee revenue and does not impact fund balance.

Legislative Body: City Council

Contact: Jeffrey Lambert, (805) 385-7882

M. REPORTS

1. Community Development Department

SUBJECT: Microenterprise Home Kitchen Operations. (10/10/10)

RECOMMENDATION: That the City Council receive a report on Microenterprise Home Kitchen

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Operations (MEHKO) and provide direction to City Manager to prepare a letter for the Mayor's signature recommending that the Ventura County Board of Supervisors "opt out" of the MEHKO program. (Housing and Economic Development Committee approved 2-1)

Legislative Body: City Council

Contact: Jeffrey Lambert, (805) 385-7882

2. Public Works Department

SUBJECT: Purchase Order with Famcon Pipe & Supply for Essential and Critical Spare Parts and Supplies for the Water Division. (5/5/5)

RECOMMENDATION: That the City Council approve and authorize the Mayor to execute Purchase Order No. 7732 with Famcon Pipe & Supply (Famcon) for \$367,282.19 for essential and critical water distribution and treatment spare parts and supplies for the Water Division during COVID-19 pandemic period.

Legislative Body: City Council

Contact: Rosemarie Gaglione, (805) 385-8055

3. City Treasurer **(NEW ITEM)**

SUBJECT: Monthly Investment Report for the period ending June 30, 2020. (10/5/5)

RECOMMENDATION: That the City Council receive and file the report.

Legislative Body: City Council

Contact: Phillip Molina, (805) 385-7808

N. ADJOURNMENT