

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 I-15 and I-16 added – 8/28/20)

OXNARD CITY COUNCIL
OXNARD COMMUNITY DEVELOPMENT COMMISSION SUCCESSOR AGENCY
OXNARD FINANCING AUTHORITY
OXNARD HOUSING AUTHORITY
Council Chambers, 305 West Third Street
September 1, 2020

Appointment Items - 5:00 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, Housing Authority Board, and Successor Agency Board.

B. APPOINTMENT ITEMS (5:00 PM)

1. Finance Department

SUBJECT: Presentation of Internal Control - Integrated Framework. (20/20/10)

RECOMMENDATION: That the City Council:

1. Receive a presentation on the Internal Control – Integrated Framework (ICIF).
2. Adopt a resolution adopting four framework implementing policies, approving the ICIF, and amending Council Committee Bylaws to delegate internal control duties and responsibilities to the Finance and Governance Committee.

(Finance and Governance Committee approved 3-0)

Legislative Body: City Council

Contact: Kevin Riper, (805) 385-7475

C. OPENING CEREMONIES (6:00 PM)

Pledge of allegiance to the flag of the United States.

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)

D. 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 shall be submitted as set forth on the first page of this agenda. 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. 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.

E. 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

2. Cultural & Community Services Department

SUBJECT: Cultural and Community Services Update on Department Response to COVID-19. (10/5/5)

RECOMMENDATION: That the City Council receive an update on the Cultural and Community Services Department's response efforts related to COVID-19.

Legislative Body: City Council

Contact: Terrel Harrison, (805) 385-7994

F. 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.

G. 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.

H. 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.

I. INFORMATION/CONSENT AGENDA

1. City Clerk Department

SUBJECT: Approval of Minutes.

RECOMMENDATION: That the City Council approve the minutes of the July 17, 2020 special meeting; July 21, 2020 regular meeting; July 29, 2020 regular meeting; and August 5, 2020 special meeting as presented.

Legislative Body: City Council

Contact: Michelle Ascencion, (805) 385-7805

2. City Manager Department

SUBJECT: League of California Cities Annual Conference Voting Delegate/Alternate 2020.

RECOMMENDATION: That the City Council designate Mayor Flynn as the voting delegate and Mayor Pro Tem Ramirez as the voting alternate as Oxnard's representatives to the 2020 League Annual Business Meeting at the League of California Cities Annual Conference.

Legislative Body: City Council

Contact: Alexander Nguyen, (805) 385-7430

3. Community Development Department

SUBJECT: Second Reading and Adoption of Ordinance No. 2984 and No. 2985 - Updates to Oxnard City Code Chapters 11 and 16: to Create Consistency with Accessory Dwelling Units State Law; Incorporate Certain Cannabis Activities into the Zone Use Tables and Correct Typographical Errors (Chapter 16 Divisions 10 and 11); and Related to Cannabis Uses (Chapter 11).

RECOMMENDATION: That the City Council approve for second reading (by title only and waive further reading) and adoption of Ordinance No. 2984 and No. 2985 regarding updates to Oxnard City Code Chapters 11 and 16: to create consistency with Accessory Dwelling Units state law; incorporate certain cannabis activities into the zone use tables and correct typographical errors (Chapter 16 Divisions 10 and 11); and related to cannabis uses (Chapter 11).

Legislative Body: City Council

Contact: Jeff Pengilley, (805) 385-8208

4. Community Development Department

SUBJECT: Planning and Zoning Permit No. 19-680-01 (Mills Act Agreement-Henry T. Oxnard-Landmark No. 161), Murray J. Wineman House at 121 South F Street (APN 202-0-030-140). Filed by Robin Roy, Successor Trustee on behalf of Property Owner.

RECOMMENDATION: That the City Council approve a recommendation by the City of Oxnard

Cultural Heritage Review Board to authorize the Mayor to execute a Mills Act Contract (Agreement No. A-8200) to maintain and preserve a historic property located at 121 South F Street (Oxnard-Landmark No. 161).

Legislative Body: City Council

Contact: Jeff Pengilley, (805) 385-8208

5. Community Development Department

SUBJECT: Amended Recognized Obligation Payment Schedule 2020-21B.

RECOMMENDATION: That the Community Development Commission Successor Agency (Successor Agency) adopt a resolution adopting an Amended Fifth Annual Recognized Obligation Payment Schedule for January 1, 2021 - June 30, 2021 (ROPS 20-21B).

Legislative Body: City Council, Successor Agency

Contact: Ashley Golden, (805) 385-7478

6. Community Development Department

SUBJECT: Planning and Zoning Permit No. 18-300-10 (Final Parcel Map for 18-310-10) for the Lockwood Subdivision. Filed by Eric Widmer for Sunbelt Enterprises, LLC, 5715 Mesmer Avenue, Los Angeles, CA 90230.

RECOMMENDATION: That the City Council:

1. Accept Final Parcel Map 18-300-10 for the Lockwood Subdivision;
2. Receive and file a "Notice of Pending Approval" for Parcel Map 18-300-10 by the Interim Community Development Director including signature of "City Council's Certificate" on the title sheet; and
3. Adopt a Resolution approving a Subdivision Improvement Agreement and Accepting the water rights offered in dedication to the City of Oxnard and accepting public access and utility easements associated with Parcel Map 18-300-10.

Legislative Body: City Council

Contact: Jeff Pengilley, (805) 385-8208

7. Community Development Department

SUBJECT: Budget Appropriation for previously endorsed projects using the Downtown Improvement Program Settlement Funds (DIPSF)/Fund 481 City-Downtown Improvement.

RECOMMENDATION: That the City Council approve a budget appropriation, as previously endorsed at Council's December 3, 2019 meeting, in the amount of \$200,000 to Downtown Targeted Police Deployment and \$100,000 to Homeless Outreach from the fund balance of the City-Downtown Improvement Fund 481.

Legislative Body: City Council

Contact: Jeff Pengilley, (805) 385-8208

8. Cultural & Community Services Department

SUBJECT: Ratification of the Agreement for Hueneme Elementary Afterschool Program Services to Provide COVID-19 Support Services.

RECOMMENDATION: That the City Council

- 1) Ratify an amendment to Agreement No. 8069 between the City and Hueneme Elementary School District to operate the FY20-21 Homework Support Center and provide extended learning program

services in a Hybrid/Blended Learning program not to exceed the amount of \$215,265 and
2) Approve a budget appropriation in the amount of \$215,265 in FY 20-21 to ASES funding (272-5511/Project AS0951).

Legislative Body: City Council

Contact: Terrel Harrison, (805) 385-7994

9. Human Resources Department

SUBJECT: Side Letter of Agreement Amending the Memorandum of Understanding (Agreement No. A-8237) with the Oxnard Mid-Managers Association to Extend Post Retirement Medical Benefits Earned through the Oxnard Police Officers Association to a Promoted Employee.

RECOMMENDATION: That the City Council adopt a resolution approving the side letter agreement between the City of Oxnard and the Oxnard Mid-Managers Association and authorizing the City Manager or Designee to take the necessary administrative actions to implement the attached side letter.

Legislative Body: City Council

Contact: Steve Naveau, (805) 385-7947

10. Housing Department

SUBJECT: License Agreement for Development Visioning and Temporary Use for Housing Authority Property Located at 610 Cuesta del Mar.

RECOMMENDATION: That the Oxnard Housing Authority Board of Commissioners approve and authorize the Housing Director to execute the proposed License Agreement A-8233 with LUCHA, for an initial term of three years.

Legislative Body: Housing Authority Board

Contact: Emilio Ramirez, (805) 385-8094

11. Public Works Department

SUBJECT: Notice of Completion for Fire Station 6 Roof Replacement and Remodel Project FD 19-89.

RECOMMENDATION: That the City Council receive an update following a Notice of Completion for the Fire Station 6 Roof Replacement and Remodel Project executed on June 16, 2020.

Legislative Body: City Council

Contact: Rosemarie Gaglione, (805) 385-8055

12. Public Works Department

SUBJECT: Automatic Public Toilets as Standard for Future Restroom Projects.

RECOMMENDATION: That the City Council approve and authorize City staff to adopt prefabricated self-cleaning Automatic Public Toilets (APT) as the standard restroom for future park restroom projects. (Public Works and Transportation Committee approved 3-0)

Legislative Body: City Council

Contact: Rosemarie Gaglione, (805) 385-8055

13. Public Works Department

SUBJECT: Grant Resolution for Active Transportation Program, Highway Safety Improvement

Program, and Allocation of Funding for Local Road Safety Plan and Sustainable Communities Grant Projects.

RECOMMENDATION: That the City Council approve and authorize:

1. The adoption of a resolution authorizing the City Manager to submit grant applications and execute grant agreements, if awarded, for Active Transportation Program, an Active Transportation Program Quick Build project in partnership with the Southern California Association of Governments (SCAG), and Highway Safety Improvement Program, authorizing the Finance Director to submit financial reports and claims for the use of the grant funds, and authorizing the Public Works Director or designee to submit non-financial reports;
2. The budget appropriation recognizing grant revenue in the amount of \$72,000 of Transportation State Grant Funds (Fund 210), and \$7,200 of Traffic Safety matching funds (Fund 182) to the Local Road Safety Plan Project (213102); and
3. The budget appropriation recognizing grant revenue in the amount of \$410,000 of Transportation State Grant Funds (Fund 210), and \$53,121 of Roadway Maintenance and Rehabilitation Account matching funds (Fund 185) to the Mobility Plan for Sustainable Communities Project (213103). (Public Works and Transportation Committee approved 3-0)

Legislative Body: City Council

Contact: Rosemarie Gaglione, (805) 385-8055

14. Public Works Department

SUBJECT: Reclassification of Project Appropriation Allocations and Expenditures from State Gas Tax Fund to Roadway Maintenance and Rehabilitation Account Fund.

RECOMMENDATION: That the City Council authorize and approve the City Manager to:

1. Approve a Fiscal Year 2019-20 budget appropriation to: A) Reclassify budget appropriation allocations of \$390,000 for Rice Avenue Street Resurfacing project 183113, and \$132,383 for Annual Pavement System Update project 19IN01 from State Gas Tax Fund (181) to Roadway Maintenance and Rehabilitation Account (RMRA) Fund (185); B) Decrease \$204,000 from State Gas Tax Fund (181) for Cooper Street Resurfacing project 183109; and C) Recognize revenue of \$750,000 in State Gas Tax Fund (181) and appropriate to RMRA Fund (185) for Public Works Road and Signal Maintenance Project 203009; and
2. Approve a Fiscal Year 2020-21 budget appropriation recognizing revenue of \$1,000,000 in State Gas Tax Fund (181) and appropriating to RMRA Fund (185) for Public Works Road and Signal Maintenance Project 203009.

(Public Works and Transportation Committee approved 3-0)

Legislative Body: City Council

Contact: Rosemarie Gaglione, (805) 385-8055

15. Housing Department

SUBJECT: **(NEW)** Application for the U.S. Department of Housing and Urban Development (HUD) Choice Neighborhoods Planning Grant.

RECOMMENDATION: That the Board of Commissioners authorize the Housing Director to prepare, and the Chair to submit, an application to the U. S. Department of Housing and Urban Development (HUD) for a \$450,000 grant under the Choice Neighborhoods Planning Grants (CNPg) program.

Legislative Body: Housing Authority Board

Contact: Emilio Ramirez, (805) 385-8094

16. Fire Department

SUBJECT: (NEW) National Institute of Health Grant for Early COVID-19 Detection Through Wastewater Testing.

RECOMMENDATION: That the City Council adopt a resolution authorizing:

1. The City Manager to submit a two-year grant application by September 15, 2020, to the National Institute of Health grant for early COVID-19 detection through wastewater testing in the amount of \$800,000;
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 and FY2021-22 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: Alexander Hamilton, (805) 385-7708

J. REPORTS1. Finance Department

SUBJECT: Reduce Budget Appropriations to Reflect Employee Givebacks. (5/5/5)

RECOMMENDATION: That the City Council reduce FY 20-21 budget appropriations by a total of \$2,836,913 across all funds other than grant funds to reflect employee givebacks. \$1,821,031 would be returned collectively to the General Fund and Measure O (\$1,693,362 to the General Fund and \$127,669 to Measure O).

Legislative Body: City Council

Contact: Kevin Riper, (805) 385-7475

K. 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.

L. CLOSED SESSION

1. CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION (Government Code section 54956.9(d)(2))

Based on existing facts and circumstances, there is significant exposure to litigation against the City in one potential case.

Legislative Body: City Council

M. ADJOURNMENT