

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

J.1 Consent - Council Meeting Minutes Date Correction 11/16/21

AGENDA

OXNARD CITY COUNCIL

OXNARD COMMUNITY DEVELOPMENT COMMISSION SUCCESSOR AGENCY

OXNARD FINANCING AUTHORITY

OXNARD HOUSING AUTHORITY

Council Chambers, 305 West Third Street

December 21, 2021

Closed Session - 5:00 PM

Closed Session Only - Public Comments Dial: 805-276-4238

Regular Council Meeting - 6:00 PM

Zoom details to call-in for public comment during a meeting:

Dial Phone Number: (888) 475-4499

Enter Meeting ID: 844 9973 9043

Passcode: 042469

If you wish to speak during public comments or a particular item on the agenda, please sign-on by following the zoom calling in steps listed above. Once the Mayor calls for public speakers, **press *9 to raise your hand to inform the clerk you would like to speak during the public speaking section for that particular item on the agenda, while in the zoom waiting room.**

This meeting is being held in accordance with Assembly Bill 361, allowing members of the City Council, members of the public and staff to participate via teleconference.

Consistent with City policies imposed to promote social distancing, the facility where the City Council regularly meets is temporarily closed to the public. The public is encouraged to view the meeting from home on Spectrum channel 10, Frontier channel 35, or YouTube at [Youtube.com/oxnardnews](https://www.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. EMAILING COMMENTS OR REQUESTING TO SIGN UP TO SPEAK BEFORE THE MEETING

- a. Submit an email to cityclerk@oxnard.org no later than 3 p.m. on the day of the meeting (Please indicate the agenda item number in the subject line). All email correspondence will be forwarded to the City Council prior to the start of the meeting and made part of the legislative record.
- b. Submit a request to speak by no later than 3 p.m. on the day of the meeting by using the form available at www.oxnard.org/city-meetings, emailing the City Clerk at cityclerk@oxnard.org, or calling the City Clerk at (805) 385-7803.

2. PROVIDING PUBLIC COMMENTS DURING THE MEETING

- a. To provide public comment without requesting to speak prior to the meeting, during the meeting dial (888) 475-4499 and enter the Meeting ID and Passcode listed above as the Zoom details for this meeting.
- b. Public comments on agenda items shall be taken following the announcement of the item. After the item is announced, members of the public shall have three minutes to register or otherwise be recognized for the purpose of providing public comment. During this three-minute time period, public comments may be taken and the City Council or staff may discuss the item being considered or briefly respond to public comments.

Detailed participation instructions can be found at www.oxnard.org/city-meetings.

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: (Presentation / Council Discussion / Public Comment)

In the event of a disruption which prevents a legislative body of the City of Oxnard from broadcasting a meeting using a call-in option or internet-based service option, or in the event of a disruption within the City's control which prevents members of the public from offering public comment using the call-in option or internet-based service option, the legislative body shall take no further action on items appearing on a meeting agenda until public access to the meeting via the call-in option or internet-based service option is restored. However, if any of the broadcast options are disrupted, but any of the other broadcast options is still available to the public, the legislative body may take further action on items appearing on a meeting agenda without waiting for the disrupted broadcast option(s) to be restored.

* The City has filed pre-election and post-election lawsuits regarding the validity of Measure M.

A. ROLL CALL, POSTING OF AGENDA

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

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 (5:00 PM)

1. CONFERENCE WITH LEGAL COUNSEL — EXISTING LITIGATION (Government Code Section 54956.9(d)(1))

Name of case: John Curtis Newman, III v. City of Oxnard; et al.

United States District Court, Central District, Case No. 2:20-cv-03173-ODW-JC

Legislative Body: City Council

2. 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

3. CONFERENCE WITH REAL PROPERTY NEGOTIATORS – (Government Code section 54956.8)

Properties: 3139 South J Street, Oxnard (APN 205-0-041-115)

Agency Negotiator: Ashley Golden, Assistant City Manager

Negotiating Party: Emilio Ramirez, Housing Director, Oxnard Housing Authority

Under Negotiation: Price and terms of payment/transfer

Legislative Body: City Council

D. OPENING CEREMONIES (6:00 PM)

Pledge of allegiance to the flag of the United States.

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 requests shall be submitted as set forth on the first page of this agenda. Speakers are limited to three minutes. If the allotted 30 minute time period expires before all speakers have had the opportunity to speak, the remaining speakers will be given an opportunity to speak 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.

1. City Manager Department

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

RECOMMENDATION: That the City Council:

1. Receive and file an update from the Director of Emergency Services on the COVID19 Local Emergency.

Legislative Body: City Council

Contact: Alexander Nguyen, (805) 385-7430

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

1. City Clerk Department

SUBJECT: Approval of Minutes.

RECOMMENDATION: That the City Council approve the minutes of the October 19, 2021 and November 16, 2021 regular meetings as presented.

Legislative Body: City Clerk

Contact: Rose Chaparro, (805) 385-7805

2. Police Department

SUBJECT: Resolution Commending Diana Burns for 38 Years of Service to the City of Oxnard.
RECOMMENDATION: That the City Council adopt a resolution commending Diana Burns for 38 Years of Service to the City of Oxnard.

(This item did not originate in Committee.)

Legislative Body: City Council

Contact: Jason Benites, (805) 385-7624

3. Community Development Department

SUBJECT: Adoption of Ordinance No. 3006 - Planning & Zoning (PZ) Permit No. 21-580-05 Bed and Breakfast Parking Regulations (Zone Text Amendment).

RECOMMENDATION: That the City Council adopt Ordinance No. 3006 amending the Oxnard City Code Section 16-374 "Standards for Traditional Bed and Breakfast (Homestay)" allowing Bed and Breakfast Homestays (containing no more than two guest bedrooms) located on corner lots may credit the nonprimary street frontage toward the parking requirement, with 25 linear feet equal to one parking space, subject to approval of the decision maker associated with the underlying permit.

(On July 27, 2021, the Community Services, Public Safety and Housing and Development Committee received a summary report and referred the item to the Planning Commission. On October 21, 2021, the Planning Commission conducted a public hearing.)

Legislative Body: City Council

Contact: Vyto Adomaitis, (805) 385-7882

4. Billing and Licensing Department

SUBJECT: Ratification of the First Amendment to Agreement with Paymentus, Inc. for Credit Card Services.

RECOMMENDATION: That the City Council ratify the first amendment to Agreement 9046-20-CT with Paymentus, Inc. to add the function of credit card merchant processor in the scope of services to be performed by Paymentus, Inc.

(The Finance and Governance Committee approved 2-0 on November 23, 2021.)

Legislative Body: City Council

Contact: Eden Alomeri, (805) 385-7811

5. Public Works Department

SUBJECT: Agreement A-8403 to GSE Construction Company, Inc. for the Total Organic Carbon Analyzer Project (Rebid), Specification No. PW 21-15R.

RECOMMENDATION: That the City Council approve and authorize the following for a total of \$285,240 in Project funds for the Total Organic Carbon (TOC) Analyzer Project (Rebid), Specification No. PW 21-15R (Project No. 216505):

1. The Mayor to execute Agreement A-8403 with GSE Construction Company, Inc. in the amount of \$237,700 for the Project;

2. A Project contingency amount of \$23,770;

3. A Project allocation of \$23,770 for engineering, inspection, survey and project management; and

4. A budget appropriation in the amount of \$95,087 from the available fund balance in the Water Operating Fund (601) for the Project.

(This item did not originate in Committee as this is a capital improvement project specifically listed in the City's Capital Improvement Program.)

Legislative Body: City Council

Contact: Michael Wolfe, (805) 385-8055

6. Fire Department

SUBJECT: Formal Adoption of 2021 City of Oxnard Emergency Operations Plan (EOP) Update.

RECOMMENDATION: That the City Council adopt a resolution adopting the 2021 Emergency

Operations Plan (EOP) Update and authorize the Mayor to sign the Letter of Promulgation. (The Community Services, Public Safety, and Housing & Development Committee approved 3-0 on November 23, 2021.)

Legislative Body: City Council

Contact: Alexander Hamilton, (805) 385-7700

7. Fire Department

SUBJECT: Ratification to submit seven (7) grant applications to Federal Emergency Management Agency (FEMA) Assistance to Firefighters Grant (AFG) for \$1,999,836 for the purpose of purchasing an Aerial Apparatus (Ladder Truck), Medical Squad, Tactical Emergency Medical Services (TEMS) Training, Wildland Gear, Extractors, Battery Operated Extrication Equipment, and Thermal Imaging Cameras. (Matching requirement of up to \$180,819.)

RECOMMENDATION: That the City Council adopt a resolution:

1. That ratifies the submission of seven (7) grant applications to the Federal Emergency Management (FEMA) Assistance to Firefighters Grant (AFG) for \$1,999,836, including a 10% local match for the purpose of purchasing an aerial apparatus, medic squad, extractors, battery-operated extrication equipment, thermal imaging cameras, wildland gear and Tactical Emergency Medical Services (TEMS) training;
 2. That authorizes the City Manager or designee to execute the grant agreements if grant funds are awarded to the City;
 3. That authorizes the Chief Financial Officer or designee to submit financial reports and grant claims for the use of match and grant funds and perform all other required financial actions; and
 4. That authorizes the Fire Chief or designee to submit non-financial reports.
- (The Community Services, Public Safety, and Housing & Development Committee approved 3-0 on November 23, 2021.)

Legislative Body: City Council

Contact: Alexander Hamilton, (805) 385-7700

8. Public Works Department

SUBJECT: Agreement A-8377 with U.S. Metro Group, Inc. to Provide Custodial Services for Citywide Park Restrooms.

RECOMMENDATION: That the City Council approve and authorize the:

1. Mayor to execute Agreement A-8377 with U.S. Metro Group, Inc. for a term of one (1) year and the option to extend for two (2) consecutive periods of one (1) year each, not to surpass January 31, 2025, and for a total contract not-to-exceed amount of \$1,800,000, for custodial services for citywide park restrooms; and
2. Purchasing Agent to execute amendments to Agreement A-8377 for a total term of three (3) years with a possible ultimate termination date of January 31, 2025 and a total not-to-exceed amount of \$1,800,000.

(Public Works and Transportation Committee approved 3-0 on November 23, 2021.)

Legislative Body: City Council

Contact: Michael Wolfe, (805) 385-8055

9. Public Works Department

SUBJECT: Second Amendment to County of Ventura and Ventura County Watershed Protection District Agreement A-8295 - Harbor Beaches of Ventura County Bacteria TMDL Special Studies and Compliance Actions.

RECOMMENDATION: That the City Council approve and authorize the Mayor to execute a Second Amendment to Agreement A-8295 with the County of Ventura and the Ventura County Watershed Protection District in the amount of \$71,288.54 for a new not to exceed contract amount of \$232,958.54 and to extend the term to December 31, 2022, for the City of Oxnard's share of Harbor Beaches of Ventura County Total Maximum Daily Load special studies and compliance actions.

(Public Works and Transportation Committee approved 3-0 on November 23, 2021.)

Legislative Body: City Council

Contact: Michael Wolfe, (805) 385-8055

10. Public Works Department

SUBJECT: Agreement A-8381 with Woodard & Curran, Inc., for the Utility Master Plan Update Project PW 21-83.

RECOMMENDATION: That the City Council approve and authorize the Mayor to execute Agreement A-8381 with Woodard & Curran, Inc., in the amount of \$899,239 for a term of two years for the Utility Master Plan Update Project, Specification No. PW 21-83.

(Public Works and Transportation Committee approved 3-0 on November 23, 2021.)

Legislative Body: City Council

Contact: Michael Wolfe, (805) 385-8055

11. Public Works Department

SUBJECT: Agreements for On-Call Professional Engineering Services.

RECOMMENDATION: That the City Council approve and authorize the Mayor to execute the following on-call professional engineering agreements:

1. Agreement A-8384 with Twining, Inc. in the amount not to exceed \$750,000 for a three-year term;
2. Agreement A-8385 with Earth Systems Pacific in the amount not to exceed \$500,000 for a three-year term;
3. Agreement A-8386 with Construction Testing and Engineering, Inc. in the amount not to exceed \$500,000 for a three-year term;
4. Agreement A-8387 with Black, O'Dowd, and Associates, Inc. in the amount not to exceed \$1,000,000 for a three-year term;
5. Agreement A-8389 with Roesling Nakamura Terada Architects, Inc. in the amount not to exceed \$1,000,000 for a three-year term;
6. Agreement A-8390 with SVA Architects, Inc. in the amount not to exceed \$1,000,000 for a three-year term.
7. Agreement A-8396 with LSY Enterprise Inc. in the amount not to exceed \$1,000,000 for a three-year term; and
8. Agreement A-8397 with TJKM Transportation Consultants in the amount not to exceed \$1,000,000 for a three-year term.

(Public Works and Transportation Committee approved 3-0 on November 23, 2021.)

Legislative Body: City Council

Contact: Michael Wolfe, (805) 385-8055

12. Public Works Department

SUBJECT: Second Amendment to Agreement A-8221 with Big Truck Rental, LLC for Short-Term Rental of additional Compressed Natural Gas (CNG) Residential Refuse Collection Vehicles for the Environmental Resources Division.

RECOMMENDATION: That the City Council:

1. Approve and authorize the Mayor to execute a Second Amendment to Rental Agreement A-8221 with Big Truck Rental, LLC in the amount of \$464,000 for a new total not to exceed \$1,707,200 for a term of six months for the short-term rental of eight additional compressed natural gas (CNG) residential refuse collection vehicles; and
2. Approve a budget appropriation in the amount of \$464,000 from the available fund balance in the Solid Waste Operating Fund (631).

(Public Works and Transportation Committee approved 3-0 on November 23, 2021.)

Legislative Body: City Council

Contact: Michael Wolfe, (805) 385-8055

13. Finance Department

SUBJECT: Second Amendment to Agreement A-8012 with NHA Advisors for financial advisory services, disclosure compliance, and CDIAC reporting services.

RECOMMENDATION: That the City Council approve and authorize the Mayor to execute a Second Amendment to Professional Services Agreement No. A-8012 with NHA Advisors for a five-year extension in the amount of \$100,000 per year (\$500,000 total for the amendment or, including the prior amount, \$800,000 total contract).

(The Finance and Governance Committee approved 3-0 on November 23, 2021.)

Legislative Body: City Council

Contact: Betsy George, 805-200-5400

14. Fire Department

SUBJECT: Resolution Commending Roy Peacock for 37 Years of Exemplary Service to the City of Oxnard.

RECOMMENDATION: That the City Council adopt a resolution commending Roy Peacock for 31 years of exemplary service to the City of Oxnard Fire Department.

(This item did not originate in Committee.)

Legislative Body: City Council

Contact: Alexander Hamilton, (805) 385-7700

15. Finance Department

SUBJECT: Fiscal Year 2020-21 Annual Report on Development Impact Fees (AB1600).

RECOMMENDATION: That the City Council receive and file the annual development impact fee report (AB1600) for the fiscal year ended June 30, 2021.

Legislative Body: City Council

Contact: Betsy George, 805-200-5400

16. City Manager Department

SUBJECT: First Amendment with Vasquez & Company LLP for On-Call Internal Auditing Services.

RECOMMENDATION: That the City Council approve and authorize the Mayor to execute a First Amendment to the Professional Services Agreement with Vasquez & Company, LLP (9051-20-CM) in the amount of \$75,000 for a not to exceed contract amount of \$100,000 and to extend the term 3 more years until December 31, 2024, for On-Call Internal Auditing Services.

(The Finance and Governance Committee approved 2-0 on November 23, 2021.)

Legislative Body: City Council

Contact: Shiri Klima, (805) 385-7487

17. Public Works Department

SUBJECT: Resolution Commending Reyes Covarrubias for 20 Years of Services to the City of Oxnard.

RECOMMENDATION: That the City Council adopt a resolution commending Reyes Covarrubias for 20 Years of Services to the City of Oxnard.

(This item did not originate in Committee.)

Legislative Body: City Council

Contact: Michael Wolfe, (805) 385-8055

K. PUBLIC HEARINGS1. Housing Department

SUBJECT: Amendment to the Housing Authority Annual Agency Plan and Housing Choice Voucher Program Administrative Plan. (0/10/10)

RECOMMENDATION: That the Board of Commissioners:

1. Conduct a public hearing to receive comments concerning recommended amendments to the 2021 Annual Agency Plan and the Housing Choice Voucher Administrative Plan;

2. Adopt the attached Resolution approving the amended 2021 Annual Agency Plan and the Housing Choice Voucher Administrative Plan; and

3. Authorize the Oxnard Housing Authority to submit the amended 2021 Annual Agency Plan and the Housing Choice Voucher Administrative Plan to the United States Department of Housing and Urban Development.

(This item did not originate in Committee.)

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

Legislative Body: Housing Authority Board of Commissioners

Contact: Emilio Ramirez, (805) 385-8094

L. REPORTS1. Finance Department

SUBJECT: Proposed City Council Policy for Internal Control Integrated Framework - Monitoring Activities. (0/10/10)

RECOMMENDATION: That the City Council adopt a resolution adopting the Policy for Monitoring Activities of Internal Controls to define the City Council's internal control activities as they relate to monitoring activities of internal controls.

(The Finance and Governance Committee approved 3-0 on November 23, 2021.)

(Presentation will be live upon consultant's request.)

Legislative Body: City Council

Contact: Betsy George, 805-200-5400

2. Public Works Department

SUBJECT: Agreement A-8404 to Toro Enterprises, Inc. for the Water Cast Iron Pipe Replacement Project at Various Locations and Storm Drainage Improvement Project at Hueneme Road,

Specification No. PW 21-98. (0/5/5)

RECOMMENDATION: That the City Council approve and authorize the following for a total of \$3,643,818 in Project funds for the Water Cast Iron Pipe Replacement Project at Various Locations and Storm Drainage Improvement Project at Hueneme Road, Specification No. PW 21-98 (Project Nos. 206506, 216502 & 215707):

1. The Mayor to execute Agreement A-8404 with Toro Enterprises, Inc. in the amount of \$3,036,516 for the Project;
2. A Project contingency amount of \$303,651 for the Project; and
3. A Project allocation of \$303,651 for engineering, inspection, survey and project management for the Project.

(This item did not originate in Committee as this is a capital improvement project specifically listed in the City's Capital Improvement Program.)

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

Legislative Body: City Council

Contact: Michael Wolfe, (805) 385-8055

3. Police Department

SUBJECT: Report on Police Department's Automated License Plate Reader (ALPR) Program. (0/5/5)

RECOMMENDATION: That the City Council receive and file a report on the Police Department's Automated License Plate Reader (ALPR) Program.

(The Community Services, Public Safety, Housing & Development Committee approved 3-0 on November 23, 2021.)

Please click the following link to view the required Measure M pre-recorded presentation video: <https://youtu.be/0UjXu4pcouU>

Legislative Body: City Council

Contact: Jason Benites, (805) 385-7624

M. ADJOURNMENT