MINUTES
OXNARD CITY COUNCIL
FINANCE AND GOVERNANCE COMMITTEE
November 22, 2022

A. ROLL CALL, POSTING OF AGENDA, FLAG SALUTE

At 5:03 p.m., Chair Zaragoza called to order the regular meeting of the Oxnard City Council Finance and Governance Committee in the City Hall Council Chambers at 305 W. Third Street, Oxnard, California. The Assistant City Clerk called the roll and announced the posting of the agenda. Member Gabriela Basua, Member Gabriel (Gabe) Teran, and Chair John C. Zaragoza were present in person.

Staff members Alexander Nguyen, City Manager; Shiri Klima, Assistant City Manager; Stephen Fischer, City Attorney; Michael Wolfe, Public Works Director; Betsy George, Chief Financial Officer; Alexander Hamilton, Fire Chief and Dee Lai, Assistant City Clerk were present in person.

Jennifer Hiraoka, Internal Control Senior Manager and Christian Sprunger, Assistant Vice President at NHA Advisors participated via videoconference.

B. PUBLIC COMMENTS ON ITEMS NOT ON THE AGENDA (None Received.)

C. CONSENT AGENDA

1. City Clerk Department
SUBJECT: Approval of Minutes.
RECOMMENDATION: That the Finance & Governance Committee approve the minutes of the October 25, 2022 regular meeting as presented.

*It was moved by Member Basua, seconded by Member Teran,* to approve the October 25, 2022 minutes as presented. VOTE: Basua, Teran, and Zaragoza voted in favor; the motion carried 3-0.

D. REPORTS

1. Fire Department
SUBJECT: Purchase of Eight (8) Ford Utility Trucks.
RECOMMENDATION: That the Finance and Governance Committee recommend the City Council authorize approval of replacing aged-out utility vehicles with modern Ford F-Series pickup trucks to continue meeting the department's mission for the City of Oxnard.

Alexander Hamilton, Fire Chief, presented and answered the Committee's questions. No public comments were received. Discussion ensued among the Committee and staff.

*It was moved by Member Basua, seconded by Member Teran,* to approve the recommended action as presented. VOTE: Basua, Teran, and Zaragoza voted in favor; the motion carried 3-0.

2. Fire Department
SUBJECT: Purchase Order with National Auto Fleet For Upfitting Eight (8) Command Vehicles in the amount of $1,053,108. (15 minutes)
RECOMMENDATION: That the Finance and Governance committee recommend that City

Council 1) Approve the execution of a purchase order in the amount of $1,053,108.82 for the upfitting of eight (8) Battalion Chief Command vehicles by 911 Vehicles through National Auto Fleet Group and 2) Authorize a budget appropriation recognizing revenue and appropriating $490,656.58 to the Lease Purchase Equipment Fund (313) and the corresponding Capital Outlay Fund (301, Project C2203 - Command Vehicles-8).

Alexander Hamilton, Fire Chief, presented and answered the Committee's questions. No public comments were received. Discussion ensued among the Committee and staff.

*It was moved by Member Basua, seconded by Member Teran,* to approve the recommended action as presented. VOTE: Basua, Teran, and Zaragoza voted in favor; the motion carried 3-0.

3. Fire Department

SUBJECT: Purchase Order South Coast Emergency Fire Equipment for a Ladder Truck. (15 minutes)

RECOMMENDATION: That the Finance and Governance Committee recommend the City Council authorize approval of a purchase order for a tractor drawn aerial ladder truck (ladder truck) from South Coast Emergency Fire Equipment.

Alexander Hamilton, Fire Chief, presented and answered the Committee's questions. No public comments were received. Discussion ensued among the Committee and staff.

*It was moved by Member Teran, seconded by Member Basua,* to approve the recommended action as presented. VOTE: Basua, Teran, and Zaragoza voted in favor; the motion carried 3-0.

4. Finance Department

SUBJECT: Authorize Equipment Lease Schedule No. 27 to Finance the Purchase of a Fire Ladder Truck and to Finance the Purchase and Upfitting of Fire Battalion Chief Vehicle Chassis. (10 minutes)

RECOMMENDATION: That the Finance and Governance Committee recommend that the City Council adopt a resolution:

1. Authorizing the purchase of certain equipment and the execution and delivery of Equipment Schedule No. 27 to Agreement A-7667 Master Equipment Lease/Purchase Agreement with Banc of America Public Capital Corp. in an amount not to exceed $3,450,000 for a ladder fire truck and the purchase and subsequent upfitting of chassis for battalion chief command vehicles;
2. Authorizing the execution and delivery of other documents required in connection therewith; and
3. Authorizing the taking of all other actions necessary to the consummation of the transactions contemplated by the resolution.

Betsy George, Chief Financial Officer, presented and answered the Committee's questions. No public comments were received. Discussion ensued among the Committee and staff.

*It was moved by Member Basua, seconded by Member Teran,* to approve the recommended action as presented. VOTE: Basua, Teran, and Zaragoza voted in favor; the motion carried 3-0.

5. Finance Department
SUBJECT: Update on the Corrective Action Plan (CAP) for Closing Past audit Findings (10 minutes)
RECOMMENDATION: That the Finance and Governance Committee receive an update on the City's Corrective Action Plan (CAP) for closing past audit findings and recommend staff forward the presentation to City Council.

Betsy George, Chief Financial Officer, provided an update on the City's Corrective Action Plan (CAP) for closing past audit findings and recommend staff forward the presentation to City Council. No public comments were received.

*Report was received and filed; no formal action was taken on this item.*

E. ITEMS FOR FUTURE AGENDAS (No requests were made.)

F. ADJOURNMENT
There being no further business on the agenda, and without objection, Chair Zaragoza adjourned the meeting at 5:50 p.m.

R. Chaparro
ROSE CHAPARRO
City Clerk

JOHN C. ZARAGOZA
Chair