

CITY OF VENTURA  
**CITY COUNCIL AGENDA**

**Matt LaVere**  
Mayor

**Lorrie Brown**  
Councilmember District 6

**Jim Friedman**  
Councilmember District 5

**Cheryl Heitmann**  
Councilmember At-Large

**Erik Nasarenko**  
Councilmember District 4

**Sofia Rubalcava**, Deputy Mayor  
Councilmember District 1

**Christy Weir**  
Councilmember At-Large

Alex D. McIntyre, City Manager  
Gregory G. Diaz, City Attorney  
Antoinette M. Mann, City Clerk



**REGULAR MEETING**  
**MONDAY, SEPTEMBER 28, 2020**  
**CLOSED SESSION – 5:00 P.M.**  
**REGULAR MEETING – 6:00 P.M.**

**IN ACCORDANCE WITH THE CALIFORNIA GOVERNOR'S EXECUTIVE STAY AT HOME ORDER AND THE COUNTY OF VENTURA HEALTH OFFICER DECLARED LOCAL HEALTH EMERGENCY AND BE WELL AT HOME ORDER RESULTING FROM THE NOVEL CORONAVIRUS (COVID-19), CITY HALL IS CLOSED TO THE PUBLIC. TO FIND OUT HOW YOU MAY ELECTRONICALLY ATTEND THE CITY COUNCIL MEETING AND PROVIDE PUBLIC COMMENT PLEASE REFER TO PAGE 2 OF THIS AGENDA.**

## PUBLIC PARTICIPATION OPTIONS to help reduce the spread of COVID-19:

1. Join a **WebEx meeting LIVE:**

<https://cityofventura.webex.com/cityofventura/onstage/g.php?MTID=ecdf523cb6275946400ec4ae08add396a>

**NOTE: WebEx link only works while meeting is LIVE. After meeting has ended, use the Archived Video link to view the meeting. You must join the WebEx Meeting to provide Public Comment – see #5 below.**

Join with only an “audio” connection: 1-408-418-9388 / Access Code: 126 863 0750

WebEx recommends using Internet Explorer or Edge when provide live comment at the meeting.

2. Watch **live streaming** or an Archived Video <https://www.cityofventura.ca.gov/718/Videos>  
**Cable TV** - Channel 15, live and replayed as listed on CAPS media schedule.
3. Submit your comments via email **by 4:00 p.m. on the City Council meeting day**. Please submit your comment to the City Clerk using this form [www.cityofventura.ca.gov/publicinput](http://www.cityofventura.ca.gov/publicinput) or send an email to [cityclerk@cityofventura.ca.gov](mailto:cityclerk@cityofventura.ca.gov) (up to 1000 characters) When sending an email, please indicate in the Subject Line, the Agenda item number (i.e. Item No. 8A). Your form/email will be read by City Council and placed into the item’s record at the meeting.
4. When watching the live stream or WebEx meeting, submit a Public Comment (item 7) for items not on the day’s agenda or comments on a specific agenda item as it is being heard, submit your comment to the City Clerk using this form [www.cityofventura.ca.gov/publicinput](http://www.cityofventura.ca.gov/publicinput) or send an email to [cityclerk@cityofventura.ca.gov](mailto:cityclerk@cityofventura.ca.gov) (up to 1000 characters). Every effort will be made to read your comment into the record, but some comments may not be read due to time limitations. All comments received by the conclusion of the agenda item will be made part of the record.



5. **To Provide Public Comment Live: You must attend the WebEx Meeting with audio connected to your computer/device**, you will see Chat feature on your screen. You can write, "I would like to speak on Agenda Item #\_\_" in the Chat feature. During the discussion of that item, the Mayor will call for public comment. The City Clerk will announce those requesting to speak and unmute your mic allowing you to speak to the Mayor and Councilmembers. You will be heard, but not visible on screen. You will have 3 minutes to provide your comments. When you are finished, your mic will be muted.

The Regular Meetings of the San Buenaventura (Ventura) City Council also serve as regular meetings of the Successor Agency, Public Facilities Financing Authority and Parking Authority when Successor Agency, Public Facilities Financing Authority and Parking Authority items are listed on the agenda.

The public has the opportunity to address the City Council on any item appearing on the agenda. Persons wishing to address the City Council are limited to three minutes on any agenda item with a cumulative total of five minutes for all agenda items, except if there are one or more Successor Agency, Public Facilities Financing Authority and Parking Authority items on the agenda, members of the public shall have an additional total of three minutes on any agenda item with a cumulative total of five minutes for all agenda items to address all Successor Agency, Public Facilities Financing Authority and Parking Authority matters.

At the first regular meeting of the month, City Council has allocated a total of 30 minutes for members of the public to address City Council on items of City business other than scheduled agenda items near the beginning of the agenda and will continue speakers beyond the 30 minutes until the end of the agenda under the heading of "Public Communications". Individuals may not acquire additional time from other speakers during Public Communications but may do so on formal agenda items per City Council Protocols. City Council cannot take action on any items not on the agenda. These items may be referred to staff or scheduled on a future agenda. **Refer to box above on how to submit comments, including public comments, to City Council. You may also scan the QR Code to access the form to submit public comments or comments related to a specific agenda item via email before the meeting or during the meeting.**

Administrative Reports relating to this agenda are available on the City's website – <https://www.cityofventura.ca.gov/AgendaCenter>.

Public Hearing Notices and any materials related to an agenda item submitted to the City Council after distribution of the agenda packet are available on the City's website – <https://www.cityofventura.ca.gov/1236/9455/City-Council-Public-Hearing-NoticesSuppl>.

In compliance with the Americans with Disabilities Act, if you need assistance to participate in this meeting, please contact the City Clerk's Office at (805) 658-4787 or the California Relay Service at (866) 735-2929. Notification 72 hours prior to the meeting will enable the City to make reasonable arrangements to ensure accessibility to this meeting.

**CS1. CALL TO ORDER – CLOSED SESSION – 5:00 p.m.**

**CS2. ROLL CALL**

**CS3. PUBLIC COMMUNICATIONS:** Public comments on Closed Session Items only – must be submitted electronically prior to the closed session starting. **Refer to Page 2 of the Agenda on how to submit your Public Comments electronically to the City Clerk.**

**CS4. CLOSED SESSION** – Teleconference/Video Conference Meeting. The Public may not participate in the Closed Session, other than submitting Public Comments on topic via email.

**1. CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION**

Name of Case: Timothy Davis v. City of San Buenaventura  
Workers' Compensation Appeals Board Number: ADJ12511746  
Authority: Government Code Section 54956.9 (d) (1)  
Authority: Government Code Section 54956.9(d)(1)

**2. CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION**

Name of Case: John Toll v. City of San Buenaventura  
Workers' Compensation Appeals Board Numbers: ADJ11328345,  
ADJ11328318  
Authority: Government Code Section 54956.9 (d) (1)

**3. CONFERENCE WITH LEGAL COUNSEL – Initiation of Litigation**

Number of Potential Cases: (1)  
Authority: Government Code Section 54956.9(d)(4)''

**CS5. ADJOURNMENT**

Adjourn to Regular Meeting

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**1. CALL TO ORDER – REGULAR MEETING – 6:00 p.m.**

**2. ROLL CALL**

**3. PLEDGE OF ALLEGIANCE**

#### 4. ANNOUNCEMENTS/UPDATES

- 4A. Presentation – Certificate of Appreciation – River Community Church
- 4B. Presentation – Acceptance of a Grant to the City from EJ Harrison
- 4C. COVID-19 Update

#### 5. CLOSED SESSION REPORT

#### 6. CITY COUNCIL COMMUNICATIONS

Per Government Code Section 54954.2(a)(2), the Council Communications section of the agenda provides City Council the opportunity to ask a question for clarification, make a brief announcement, or make a brief report on his or her own activities.

#### 8. CONSENT ITEMS

Matters appearing on the Consent Calendar are expected to be non-controversial and will be acted upon by City Council at one time without discussion unless a Councilmember, the Administration, or a member of the public requests an opportunity to address any given item. Items removed from the Consent Calendar will be discussed at the beginning of the Formal Items. Approval by the City Council of Consent Items means the recommendation of the Administration is approved along with the terms and conditions described in the Administrative Report.

8A. **Move all resolutions and ordinances presented tonight be deemed read by title only and all further reading be waived.**

8B. **[City Council Quarterly Travel Reports](#)**

Staff: Alex D. McIntyre, City Manager

##### RECOMMENDATION

Receive and file the Quarterly Travel Reports for April through June 2020 and July 2020 through September 2020.

8C. **[Approve Acceptance of Homeless Housing Assistance & Prevention Program Grant](#)**

Staff: Alex D. McIntyre, City Manager

##### RECOMMENDATION

- a. Accept the Homeless Housing Assistance & Prevention Program of \$284,452.00 to extend the City's outreach program.

**8. CONSENT ITEMS (continued)**

- b. Authorize the City Manager, or designee, to act as agent for the City to conduct negotiations, execute and submit all documents including, without limitation, applications, agreements, amendments and billing statements that may be necessary to accept these funds and complete projects under these funds.
- c. Authorize the Finance and Technology Department to assign increased appropriations and revenues to the proper programs and accounts for use as provided in the cooperative agreement.

**8D. [Adoption of the CARES Act of 2020 Addendum to the 2017 Citizen Participation Plan and the 2019-2020 Amended Action Plan Addressing Impacts Related to COVID-19](#)**

Staff: Peter Gilli, Community Development Director

**RECOMMENDATION**

Adopt a resolution, the CARES Act Addendum of 2020 to the Citizen Participation Plan, and the amended 2019-2020 Annual Action Plan, addressing the impacts related to COVID-19 as presented on July 13, 2020. Resolution titled:

“A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SAN BUENAVENTURA ADOPTING THE CARES ACT ADDENDUM OF 2020 TO THE APPROVED 2017 CITIZEN PARTICIPATION PLAN AND A 2019-2020 AMENDED ACTION PLAN ADDRESSING IMPACTS RELATED TO COVID-19”

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SAN BUENAVENTURA ADOPTING THE CARES ACT ADDENDUM OF 2020 TO THE APPROVED 2017 CITIZEN PARTICIPATION PLAN AND A 2019-2020 AMENDED ACTION PLAN ADDRESSING IMPACTS RELATED TO COVID-19  
RESOLUTION NO. 2020-\_\_\_\_\_

**8E. [Approve Professional Services Agreement - ThirdWave Corporation](#)**

Staff: Michael Coon, Finance and Technology Director

**RECOMMENDATION**

Approve and authorize the Mayor to execute a Professional Services Agreement with ThirdWave Corporation for one year with the option to

**8. CONSENT ITEMS (continued)**

extend the Agreement for two (1) year periods, for a total not-to-exceed amount of \$89,015. This total amount includes a 10% project contingency.

**8F. [Approve Grant Partnership with Cal ReLeaf](#)**

Staff: Nancy O'Connor, Parks and Recreation Director

**RECOMMENDATION**

- a. Approve the grant request authorizing the City to partner with The Center for Regenerative Agriculture and support their application with the California ReLeaf 2019 Relief through ReLeaf Grant Program for the planting of trees at selected locations on the Westside of Ventura.
- b. Authorize the Parks and Recreation Director to act as the agent for the City to conduct all negotiations and execute and submit all documents, including, but not limited to, applications, contracts, amendments, in compliance with all applicable current state and federal laws which may be necessary for the completion of the aforementioned.

**8G. [Approve Acceptance of Fiscal Year 2020-2021 Office of Traffic Safety Selective Traffic Enforcement Program Grant](#)**

Staff: Darin Schindler, Chief of Police

**RECOMMENDATION**

- a. Accept the Selective Traffic Enforcement Program grant from Office of Traffic Safety for Fiscal Year 2020-2021 in the amount of \$220,000 for the Police Department.
- b. Authorize the City Manager to conduct all negotiations and execute and submit all documents, including, without limitation, applications, agreements, and billing statements that may be necessary to accept the grant and complete the project.
- c. Authorize the Finance and Technology Department to assign the increased appropriations and revenues to the General Grant and Categorical Fund, Police Department budget, as necessary.

**8. CONSENT ITEMS (continued)**

**8H. [Approve General Services Agreement – Household Hazardous Waste Event Operations](#)**

Staff: Phillip Nelson, Public Works Director

**RECOMMENDATION**

Approve and authorize the Mayor to execute the General Service Agreement with Clean Harbors to provide monthly household hazardous waste collection events, with an initial three year term, \$130,000 in year 1, and \$165,000 per year in years 2-3; and with two optional one-year extensions at \$165,000 per year. The potential total term of the contract is October 1, 2020 to June 30, 2025; for a total not-to-exceed of \$790,000, contingent upon the City Council's approval of the subsequent fiscal year budgets.

**8I. [Approve Fourth Amendment to Professional Services Agreement with HDR Engineering Inc. - Wastewater Plant - Aeration Blowers Project](#)**

Staff: Phillip Nelson, Public Works Director

**RECOMMENDATION**

- a. Authorize the City Mayor to execute the Fourth Amendment to the Professional Services Agreement with HDR Engineering, Inc., for additional work required on the Wastewater Plan- Aeration Blower Project in the amount of \$155,521 total contract not to exceed \$847,113.
- b. Authorize the encumbrance of contingency funds for this amendment in the amount of \$20,000.

**8J. [Approve Professional Services Agreement with Carollo Engineers, Inc. to Conduct a Local Limits Evaluation of the Ventura Water Reclamation Facility](#)**

Staff: Susan Rungren, Ventura Water General Manager

**RECOMMENDATION**

- a. Approve the Professional Service Agreement with Carollo Engineers, Inc. not to exceed \$165,188 during the total duration of the contract pursuant to Section 4.600.140 of the Municipal Code.



**8. CONSENT ITEMS (continued)**

- b. Authorize the City Manager or designee to execute amendments to the Professional Service Agreement with Carollo Engineers, Inc., during the total duration of the contract, pursuant to Section 4.600.200 of the Municipal Code.

**8K. [Ordinance for Second Reading – Ordinance of the City Council of the City of San Buenaventura, California, Amending Chapter 2.410 City Commissions, Boards and Committees and Chapters 2.415, 2.420, 2.425; 2.430, 2.440, 2.450, 2.460, 2.470](#)**

Staff: Antoinette M. Mann, City Clerk

**RECOMMENDATION**

Waive the second reading in full and adopt the Ordinance of the Council of the City of San Buenaventura, California, amending Chapter 2.410 City Commissions, Boards and Committees and Chapters 2.415 (Planning Commission), 2.420 (Design Review Committee), 2.425 (Parks and Recreation Commission); 2.430 (Historic Preservation Committee), 2.440 (Library Advisory Commission), 2.450 (Tree Advisory Board), 2.460 (Water Commission), and 2.470 (Arts and Cultural Commission).

AN ORDINANCE OF THE CITY OF SAN BUENAVENTURA, CALIFORNIA, MAKING AMENDMENTS TO CHAPTER 2.410, "CITY COMMISSIONS, BOARDS, AND COMMITTEES GENERALLY;" CHAPTER 2.415, "PLANNING COMMISSION;" CHAPTER 2.420, "DESIGN REVIEW COMMITTEE;" CHAPTER 2.425, "PARKS AND RECREATION COMMISSION;" CHAPTER 2.430, "HISTORIC PRESERVATION COMMITTEE;" CHAPTER 2.440, "LIBRARY ADVISORY COMMISSION;" CHAPTER 2.450, "TREE ADVISORY BOARD;" CHAPTER 2.460, "WATER COMMISSION;" AND CHAPTER 2.470, "ARTS AND CULTURE COMMISSION;" OF THE SAN BUENAVENTURA MUNICIPAL CODE  
ORDINANCE NO. 2020-\_\_\_\_\_

## 11. PUBLIC HEARING ITEMS

### 11A. [Appeal of the Planning Commission's Coastal Development Permit, Tentative Tract Map, Exceptions, Warrants and Design Review approval for the Front Street Mixed Use project \(PROJ 10148\). Case No. APL-8-20-56425](#)

Staff: Peter Gilli, Community Development Director

#### RECOMMENDATION

- a. Determine that the Infill Development Projects – Class 32 exemption of the California Environmental Quality Act Guidelines applies to the project.
- b. Adopt a resolution upholding the Planning Commission decision on the Coastal Development Permit, Exceptions, Warrants, and Design Review, titled:

“A RESOLUTION OF THE COUNCIL OF THE CITY OF SAN BUENAVENTURA DENYING AN APPEAL AND APPROVING A COASTAL DEVELOPMENT PERMIT, EXCEPTIONS, WARRANTS, AND FORMAL DESIGN REVIEW FOR THE FRONT STREET MIXED USE PROJECT. PROJ-10148 / CASE NOs. APL-8-20-56425; ACDP-11-15-31520; E-12-19-53357; W-1-20- 54082; DRC-11-15-31517”.

- c. Adopt a resolution upholding the Planning Commission decision on the Tentative Tract Map, titled:

“A RESOLUTION OF THE COUNCIL OF THE CITY OF SAN BUENAVENTURA APPROVING A TENTATIVE TRACT MAP FOR THE FRONT STREET MIXED USE PROJECT. PROJECT -10148 / CASE NO. TTM-12-19-53356”.

A RESOLUTION OF THE COUNCIL OF THE CITY OF SAN BUENAVENTURA DENYING AN APPEAL AND APPROVING A COASTAL DEVELOPMENT PERMIT, EXCEPTIONS, WARRANTS, AND FORMAL DESIGN REVIEW FOR THE FRONT STREET MIXED USE PROJECT. PROJ-10148 / CASE NOs. APL-8-20-56425; ACDP-11-15-31520; E-12-19-53357; W-1-20- 54082; DRC-11-15-31517  
RESOLUTION NO. 2020-\_\_\_\_

A RESOLUTION OF THE COUNCIL OF THE CITY OF SAN BUENAVENTURA APPROVING A TENTATIVE TRACT MAP FOR THE FRONT STREET MIXED USE PROJECT. PROJECT -10148 / CASE NO. TTM-12-19-53356  
RESOLUTION NO. 2020-\_\_\_\_

## 12. FORMAL ITEMS

### 12A. Centralization and Operational Plan for Citywide Communications Team

Staff: Alex D. McIntyre, City Manager

#### RECOMMENDATION

Receive and file Communications Operational Plan.

### 12B. VenturaWaterPure Workshop Presentation and Approval of VenturaWaterPure Positions

Staff: Susan Rungren, Ventura Water General Manager  
Akbar Alikhan, Assistant City Manager

#### RECOMMENDATION

- a. Receive and file presentation on VenturaWaterPure and considered alternatives.
- b. Adopt a Resolution Approving a VenturaWaterPure Program Director and salary, titled:

“A RESOLUTION OF THE COUNCIL OF THE CITY OF SAN BUENAVENTURA PROVIDING FOR A SYSTEMATIC CLASSIFICATION OF POSITIONS AND A STANDARDIZATION OF SALARIES OF CERTAIN PAID OFFICERS AND EMPLOYEES OF THE CITY OF SAN BUENAVENTURA AS OF SEPTEMBER 28, 2020”.

- c. Authorize a new Full Time Equivalent Senior Management Analyst for the VenturaWaterPure project.
- d. Establish the VenturaWaterPure City Council Ad Hoc Committee, consisting of two City Councilmembers and one Water Commissioner.

A RESOLUTION OF THE COUNCIL OF THE CITY OF SAN BUENAVENTURA PROVIDING FOR A SYSTEMATIC CLASSIFICATION OF POSITIONS AND A STANDARDIZATION OF SALARIES OF CERTAIN PAID OFFICERS AND EMPLOYEES OF THE CITY OF SAN BUENAVENTURA AS OF SEPTEMBER 28, 2020  
RESOLUTION NO. 2020-\_\_\_

## 12. FORMAL ITEMS (continued)

### 12C. Fiscal Year 2019 – 2020 & FY 2020 – 2021 Financial Update

Staff: Michael Coon, Finance and Technology Director

#### RECOMMENDATION

Receive the FY 2019 – 2020 & FY 2020 – 2021 Financial Update.

### 12D. POLICY CONSIDERATION - City Reimbursement for Eligible Resident-Initiated Sidewalk Repairs

Introduced by: Councilmember Jim Friedman  
Councilmember Erik Nasarenko

#### RECOMMENDATION

- a. Direct staff to prepare an administrative report proposing a 50/50 cost-sharing for eligible sidewalk repair expenses based upon a similar program utilized by the City of Pasadena (see attached).
- b. Direct staff to work with the Measure O Committee to consider a onetime appropriation of \$350,000 from the sales tax fund for fiscal year 2020-2021, which would thereafter come before Council for proposed adoption to cover eligible sidewalk repair costs.

## 7. PUBLIC COMMUNICATIONS

**Refer to Page 2 of the Agenda on how to submit your Public Comments electronically to the City Clerk or scan this QR Code to access the form.**



## **15. CITY COUNCIL COMMUNICATIONS/REPORTS – REGIONAL BOARDS/COMMISSIONS/COMMITTEES**

Per Governmental Code Section 54954.2(a)(2), the Council Communications section of the agenda provides City Council the opportunity to ask a question for clarification, make a brief announcement, or make a brief report on his or her own activities. Councilmembers serving on regional boards, commissions, or committees to present a verbal report to the full City Council on the activities of the respective boards, commission, or committees upon which they serve.

## **16. CITY MANAGER COMMUNICATIONS**

## **17. ADJOURNMENT**

This agenda was posted on Thursday, September 24, 2020 at 1:30 p.m. on the City website, in the Public Meetings/Agenda Center: <https://www.cityofventura.ca.gov/AgendaCenter>