

CITY OF VENTURA

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# DOWNTOWN PARKING ADVISORY COMMITTEE AGENDA

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Kevin Clerici, Chair  
Marina Porter, Vice Chair  
Barbara Evans, Member  
Karen Schott, Member  
Carl Morehouse, Member  
Vacant – Business Owner  
Vacant – Business Owner

Jeff Hereford, Transportation Manager  
Rick Gallegos, Civil / Transportation Engineer  
Darrick Brunk, Police Commander

**REGULAR MEETING**  
**THURSDAY November 18, 2021, 3:00 p.m.**  
**WEBEX - SEE MEETING INFORMATION**

**Downtown Parking Advisory Committee**

The committee considers and makes advisory recommendations on issues or questions related to parking in the Downtown Parking District to the City Council, Planning Commission, and staff upon request of those bodies including recommendations on parking management strategies and programs, maintenance and operations, capital budgets, hours of operations, parking pricing policies, valet programs, and employee commuter parking policies for the Downtown Parking District.

[Bill Text - AB-361 Open meetings: state and local agencies: teleconferences.](#)

**In accordance with AB 361, this meeting will be held by teleconference, and there will not be a physical location from which the public may attend. THE PUBLIC MAY ONLY ELECTRONICALLY ATTEND THE MEETING AND MAY PROVIDE PUBLIC COMMENT THROUGH THE VIRTUAL MEETING. THE COUNCIL CHAMBERS WILL NOT BE OPEN FOR THE PUBLIC FOR THIS MEETING. The public will have access to remotely observe the meeting and address the Downtown Parking Advisory Committee as outlined below TO FIND OUT HOW YOU MAY ELECTRONICALLY ATTEND THE CITY COUNCIL MEETING AND PROVIDE PUBLIC COMMENT, PLEASE REFER TO PAGE 2 OF THIS AGENDA**

In compliance with the Americans with Disabilities Act, if you need assistance to participate in this meeting, please contact 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.

## 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=e3595cc6494d5041dec2463615b4c9a1e>

**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 - #5 below.**

Join with only an “audio” connection: 1-408-418-9388 / Access Code: 182 115 6771

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

2. Watch a **live stream** of the meeting at <https://www.cityofventura.ca.gov/718/Videos>, YouTube at <https://www.YouTube.com/cityofventura/live> or on Cable TV – Channel 15, live and replayed as listed on CAPS media schedule.
3. Submit your comments via email **by 1:00 p.m. on the meeting day**. Please submit your comment to the Rick Gallegos using this form <https://www.cityofventura.ca.gov/publicinput> or send an email to [RGallegos@cityofventura.ca.gov](mailto:RGallegos@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 Downtown Parking Advisory Committee and placed into the item’s record at the meeting.
4. When watching the live stream or WebEx meeting, submit a Public Comment 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 Rick Gallegos using this form <https://www.cityofventura.ca.gov/publicinput> or send an email to [RGallegos@cityofventura.ca.gov](mailto:RGallegos@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 Virtual Meeting Host City Clerk will announce those requesting to speak, speakers will be promoted to “panelist” allow your camera to be turned on. When you are finished, your mic will be muted and your camera disabled. For your audio to work, you **MUST** connect to the meeting with audio connected on your device – audio only connect will not work for this process. NOTE: When on a cell phone, you may need to scroll your screen to see the chat feature.
6. **NOTE THAT THE COUNCIL CHAMBERS IS NOT OPEN FOR THIS MEETING.**

## **ROLL CALL**

## **PUBLIC COMMUNICATIONS**

### **COMMITTEE BUSINESS**

1. Approval of Minutes (1st\_\_\_\_\_, 2nd\_\_\_\_\_)  
Recommendation: Approve the meeting minutes from the September 16, 2021, regular meeting. There was no meeting in October.
2. Parking Management Program Monthly Utilization Update Recommendation:  
Receive staff presentation of updated Downtown Parking District Budget revenue, utilization and utilization, and overall program budget.
3. Latest Budget Forecast  
Recommendation: Receive staff presentation of updated budget forecast.

### **COMMITTEE AND STAFF COMMUNICATIONS**

- A. Main Street Moves Update – Chair Clerici
- B. Waiting to hear about the VW Mitigation Fund and CALeVIP funding.
- C. Tesla has been talking with a private lot owner downtown.
- D. Parking Structure Space Reduction/Fencing –Shutting Down top 3 levels. Project Still needs to be bid out. Staff vacancies are slowing the process. Will have more information soon.
- E. Working with finance to get the parking space level signage through a NCPA contracts so that we can try to order the equipment directly from them. What is NCPA? NCPA (National Cooperative Purchasing Alliance) is a leading national government purchasing cooperative working to reduce the cost of goods and services by leveraging the purchasing power of public agencies in all 50 states. NCPA utilizes state of the art procurement resources and solutions that result in cooperative purchasing contracts that ensure all public agencies are receiving products and services of the highest quality at the lowest prices.
- F. The City Clerk took our committee changes to Council on on November 8 -“Consideration of Ordinance Updating Commission, Boards and Committee” This will adjust the membership categories, merging the Commercial owner and Manager positions into a single position with the member selected having the ability to be either a commercial owner or a manager in the District. Staff is recommending adjusting one of the members to be a resident in the district, increasing that category from one to two members. Downtown Parking Study and Mobility Action Plan Update –
- G. Mission Park Parking Project Update- Canceled or possible Long Term Hold
- H. Long Term-On Hold
- I. Downtown Parking Structure Update –Palm St/ Santa Clara St -On Hold

## **ADJOURNMENT**

CITY OF VENTURA

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# ADMINISTRATIVE REPORT

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Date: November 15, 2021

Agenda Item No.: 1

Parking Advisory Committee Action Date: November 18, 2021

**To: Downtown Parking Advisory Committee**  
**From: Rick Gallegos, Civil / Transportation Engineer**  
**Subject: Minutes**

**RECOMMENDATION**

Approve the attached meeting minutes from the September 16, 2021, regular meeting.

CITY OF VENTURA

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# DOWNTOWN PARKING ADVISORY COMMITTEE AGENDA

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Kevin Clerici, Chair [Present](#)  
Marina Porter, Vice-Chair [Present](#)  
Barbara Evans, Member [Present](#)  
Carl Morehouse, Member [Present](#)  
Karen Schott, Member [Present](#)  
Vacant – Business Owner  
Vacant – Business Owner

Jeff Hereford, Transportation Manager  
Rick Gallegos, Civil / Transportation Engineer  
Darrick Brunk, Police Commander

## REGULAR MEETING

THURSDAY [September 16 2021, 3:00 p.m.](#)

WEBEX - SEE MEETING INFORMATION<sup>6</sup>

SANTA CRUZ CONFERENCE

ROOM WHEN AT CITY HALL 501

POLI STREET, VENTURA

[MEETING STARTED AT 3:00 p.m.](#)

### **Downtown Parking Advisory Committee**

The committee considers and makes advisory recommendations on issues or questions related to parking in the Downtown Parking District to the City Council, Planning Commission, and staff upon request of those bodies including recommendations on parking management strategies and programs, maintenance and operations, capital budgets, hours of operations, parking pricing policies, valet programs, and employee commuter parking policies for the Downtown Parking District.

**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.**

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**ROLL CALL** See Above

## **PUBLIC COMMUNICATIONS**

### **COMMITTEE BUSINESS**

1. Approval of Minutes (1<sup>st</sup> Porter, 2<sup>nd</sup> Evans)

Recommendation: Approve the meeting minutes from the May 20, 2021, regular meeting.

Kevin Clerici, Chair Yes, Marina Porter, Vice Chair Yes, Karen Schott, Member Yes  
Barbara Evans, Member Yes, Carl Morehouse, Member Yes 5-0

2. Downtown and Surfers Point Parking Utilization Results

Recommendation: Receive staff presentation of Parking Utilization results.

Staff gave presentation -Rick Gallegos and Jeff Hereford

3. Parking Management Program Monthly Utilization Update

Recommendation: Receive staff presentation of updated Downtown Parking District Budget revenue, utilization and utilization, and overall program budget.

Staff gave presentation -Rick Gallegos and Jeff Hereford

4. Latest Budget Forecast

Recommendation: Receive staff presentation of updated budget forecast

Staff gave presentation -Rick Gallegos and Jeff Hereford

### **COMMITTEE AND STAFF COMMUNICATIONS**

- A. Mission Park Parking Project Update- Canceled or possible Long Term Hold
- B. Waiting to hear about the VW Mitigation Fund and CALeVIP funding.
- C. Tesla has been talking with a private lot owner downtown.
- D. Parking Structure Space Reduction/Fencing –Shutting Down top 3 levels. Will remain open until 9-24-21. Will have more information soon.
- E. Main St. Closure -Extended to January 7, 2022. Study is beginning.
- F. Downtown Parking Study and Mobility Action Plan Update -Long Term-On Hold
- G. Downtown Parking Structure Update –Palm St/ Santa Clara St -On Hold

**ADJOURNMENT 3:57pm**