

CITY OF VENTURA
CITY COUNCIL AGENDA

Sofia Rubalcava
Mayor

Doug Halter
Councilmember District 2

Jim Friedman
Councilmember District 5

Mike Johnson
Councilmember District 3

Lorrie Brown
Councilmember District 6

Vacant
Councilmember District 4

Joe Schroeder, Deputy Mayor
Councilmember District 7

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



REGULAR MEETING
MONDAY, FEBRUARY 8, 2021
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:

NEW – ZOOM MEETING FOR CITY COUNCIL MEETING

Sign-up if you wish to speak and receive an email with instructions on how to join the meeting.

WATCH THE MEETING:

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.

SUBMIT PUBLIC COMMENT VIA EMAIL:

Submit your comments via email **by 4:00 p.m. on the City Council meeting date to allow the comments to be read before the Meeting.** Please submit your comment to using this form www.cityofventura.ca.gov/publicinput or send an email to 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.

When watching the live stream meeting, you may submit Public Comments via email using the form www.cityofventura.ca.gov/publicinput



PROVIDE PUBLIC COMMENT LIVE AT THE MEETING USING ZOOM:

To speak on an agenda item, complete the online [Speaker Registration Form](#) by **4:00 p.m.* on the City Council Meeting date.** If you wish to speak at the meeting, you will be asked to provide an email address and telephone number to allow the City to email you the Zoom meeting/connection instructions. You can select an audio only connection (telephone call) or connect with audio and video (join the Zoom meeting on your device).

You will receive an email about 1 hour before the meeting with instructions on how to join the meeting.

When connecting to the Zoom meeting to speak, you will be placed in a virtual “waiting area,” with your audio and video disabled, until it is your turn to speak.

*Speaker Forms received after 4 p.m, including during the live meeting, may not allow staff to send Zoom meeting/connection instructions and allow you to join prior to Council voting on an agenda item.

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.

Persons wishing to address City Council should complete and submit a green "Speaker Form." If a member of the public wishes to comment on an item, complete a pink "Comment Form." Both forms are on a table inside the meeting room.

Administrative Reports relating to this agenda are available in the City Clerk's Office, 501 Poli Street, Room 204, Ventura, during normal business hours as well as 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 for public review at the City Clerk's Office as well as 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**
Initiation of Litigation (one case)
Authority: Government Code section 54956.9(d)(4)

CS5. ADJOURNMENT

Adjourn to Regular Meeting

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

2. ROLL CALL

3. PLEDGE OF ALLEGIANCE

4. SPECIAL PRESENTATIONS AND ANNOUNCEMENTS

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.

7. CITY MANAGER COMMUNICATIONS

8. PUBLIC COMMUNICATIONS

Per the City Council protocols, when Public Communications (for items not on the agenda) is at beginning of the meeting time is limited to 30 minutes and will continue speakers beyond the 30 minutes until the end of the agenda under the heading of “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.



9. 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.

9A. Move all resolutions and ordinances presented tonight be deemed read by title only and all further reading be waived.

9B. [Police/Fire Headquarters Chiller Replacement Amend 2020-2026 Capital Improvement Plan](#)

Staff: Phillip Nelson, Public Works Director

RECOMMENDATION

- a. Amend the Fiscal Year 2020-2026 Capital Improvement Plan to add Police/Fire Headquarters Chiller Replacement, Project 72158.
- b. Authorize transfer of funds from Fund 65 Facilities Maintenance to Fund 04 CIP General Fund.
- c. Authorize an increase in CIP appropriations in the amount of \$303,850 with the budget of \$183,250 in Fiscal Year 2020 – 2021 to proper programs and accounts in Fund 04 CIP General Fund to activate this capital project.

9. CONSENT ITEMS (continued)

9C. [Police/Fire Headquarters Air Handler Improvements - Amend 2020-2026 Capital Improvement Plan](#)

Staff: Phillip Nelson, Public Works Director

RECOMMENDATION

- a. Amend the Fiscal Year 2020-2026 Capital Improvement Program Workplan to add the Police/Fire Headquarters Air Handler Improvements Project, number 72157.
- b. Authorize the transfer of funds from Fund 65 Facilities Maintenance to Fund 04 CIP General Fund.
- c. Authorize an increase in Capital Improvement Program appropriations in the amount of \$315,000 with the budget of \$37,000 in Fiscal Year 2020 – 2021 to proper programs and accounts in Fund 04 CIP General Fund.

9D. [Award the Public Works Contract to EverLevel Holdings, LLC for the Emergency Generators Project](#)

Staff: Phillip Nelson, Public Works Director

RECOMMENDATION

- a. Waive all Minor Bid Irregularities, approve and authorize the Mayor to sign the Agreement with EverLevel Holdings, LLC, of Altadena, California for the Emergency Generators Project in the amount of \$722,002.
- b. Authorize the City Engineer to execute amendments to subject contract up to a total maximum contingency of \$72,200 for a not to exceed contract amount of \$794,222, and a total time extension of 90 calendar days.
- c. Authorize an increase to the budget in the amount of \$139,503 from the Water Capital Fund (72) allowing the Finance and Technology Department to assign increased budget appropriations and revenues to the proper projects and accounts in the Fiscal Year 2021 budget.

9. CONSENT ITEMS (continued)

- d. Authorize the Public Works Director to make the necessary changes in the Capital Improvement Program to reflect Council approved actions.

9E. [Approve the Professional Services Agreement with JL Skye for Facilities Electrical Analysis Professional Services](#)

Staff: Phillip Nelson, Public Works Director

RECOMMENDATION

- a. Authorize and authorize the Mayor to execute a Professional Services Agreement with JL Skye, Incorporated, to prepare electrical plans and an arc flash study of City Hall, City Hall North, Police/Fire Headquarters, and the Maintenance Yard in the Amount of \$80,440 with a contract completion date of March 31, 2022.
- b. Authorize the City Engineer to execute amendments to the subject Professional Services Agreement up to a total contingency of \$15,000 for a total not to exceed amount of \$95,440 and a total time extension of 180 calendar days.

9F. [Receive the Capital Improvement Program Quarterly Update – 2nd Quarter Fiscal Year 2020-2021](#)

Staff: Phillip Nelson, Public Works Director

RECOMMENDATION

Receive and file the Capital Improvement Program Quarterly Report for the 2nd Quarter for Fiscal Year 2020-2021.

12. PUBLIC HEARING ITEMS

12A. Adoption of Commercial Cannabis Program

Staff: Peter Gilli, Community Development Director

RECOMMENDATION

- a. Conduct the public hearing.
- b. Determine that the enactment of these ordinances and resolutions are exempt under Section 15061(b)(3) of the State California Environmental Quality Act Guidelines since these actions merely implement a regulatory process for a limited number of cannabis businesses to operate in locations where similar types of businesses are already allowed to operate, therefore, these ordinances and resolutions do not have the potential to result in significant effects on the environment.
- c. Introduce and approve the first reading of the ordinance, titled as follows:

“AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF SAN BUENAVENTURA, CALIFORNIA, AMENDING CHAPTER 6.420, “CANNABIS DELIVERY SERVICES,” OF THE SAN BUENAVENTURA MUNICIPAL CODE TO ALLOW FOR COMMERCIAL CANNABIS BUSINESSES IN THE CITY OF SAN BUENAVENTURA”

- d. Set the second reading and adoption of the ordinance at the City Council meeting on February 22, 2021.
- e. Introduce and approve the first reading of the ordinance, titled as follows:

“AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF SAN BUENAVENTURA, CALIFORNIA, AMENDING SECTION 24.105.200, “PROHIBITED AND RESTRICTED CANNABIS ACTIVITIES,” OF THE SAN BUENAVENTURA MUNICIPAL CODE TO ALLOW FOR CERTAIN COMMERCIAL CANNABIS ACTIVITIES IN CERTAIN CITY ZONES”

- f. Set the second reading and adoption of the ordinance at the City Council meeting on February 22, 2021.

12. PUBLIC HEARING ITEMS (continued)

- g. Adopt a resolution establishing the maximum number of commercial cannabis businesses and buffers from sensitive uses, entitled:

“RESOLUTION OF THE CITY COUNCIL OF SAN BUENAVENTURA, CALIFORNIA, ESTABLISHING THE MAXIMUM NUMBER OF COMMERCIAL CANNABIS BUSINESSES PERMITTED TO OPERATE IN THE CITY AND BUFFERS FROM SENSITIVE USES”

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF SAN BUENAVENTURA, CALIFORNIA, AMENDING CHAPTER 6.420, “CANNABIS DELIVERY SERVICES,” OF THE SAN BUENAVENTURA MUNICIPAL CODE TO ALLOW FOR COMMERCIAL CANNABIS BUSINESSES IN THE CITY OF SAN BUENAVENTURA

ORDINANCE 2021-_____

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF SAN BUENAVENTURA, CALIFORNIA, AMENDING SECTION 24.105.200, “PROHIBITED AND RESTRICTED CANNABIS ACTIVITIES,” OF THE SAN BUENAVENTURA MUNICIPAL CODE TO ALLOW FOR CERTAIN COMMERCIAL CANNABIS ACTIVITIES IN CERTAIN CITY ZONES

ORDINANCE 2021-_____

A RESOLUTION OF THE CITY COUNCIL OF SAN BUENAVENTURA, CALIFORNIA, ESTABLISHING THE MAXIMUM NUMBER OF COMMERCIAL CANNABIS BUSINESSES PERMITTED TO OPERATE IN THE CITY AND BUFFERS FROM SENSITIVE USES,

RESOLUTION NO. 2021-_____

13. FORMAL ITEMS

13A. [Adoption of City Council Protocols, Budget Principles, and 2021-2022 Goals](#)

Staff: Alex D. McIntyre, City Manager

RECOMMENDATION

- a. Adopt a Resolution reconfirming the City Council Protocols entitled:

“A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SAN BUENAVENTURA, CALIFORNIA, RECONFIRMING THE CITY COUNCIL PROTOCOLS FOR THE CONDUCT OF MEETINGS, POLICY MAKING, AND RELATED MATTERS”

- b. Approve the Budget Principles for Fiscal Year 2021-2022, including Measure O fund principles and budget-balancing principles related to COVID impacts.
- c. Adopt the 2021-2022 City Council Goals developed during the January 23, 2021 City Council Goals Session.

13B. [Approve Process for City Councilmember District 4 Interviews](#)

Staff: Antoinette Mann, City Clerk

RECOMMENDATION

Review interview process for District 4 City Council Applicants and provide direction to staff on the process that will be utilized for the Special Meeting on Saturday, February 20, 2021.

13C. [Approve Continuation of Main Street Moves Permit](#)

Staff: Alex D. McIntyre, City Manager

RECOMMENDATION

Extend the Main Street Moves Permit to August 31, 2021 or by the conclusion of the Emergency Health Order, whichever comes first.

8. 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.



16. 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.

17. ADJOURNMENT

This agenda was posted on Wednesday, February 3, 2021, at 8:30 p.m. in the City Clerk's Office, on the City Hall Public Notices Board and on the internet.

<https://www.cityofventura.ca.gov/agendacenter>