

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

**Jeannette Sanchez-Palacios**  
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, APRIL 12, 2021**

**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=ed7a3f812dd704bf70bf58669f69b0c01>

**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 142 201 7836

**WebEx recommends using Chrome, FireFox or Edge browsers when joining and providing live comment at the meeting. You are encouraged to download the WebEx App.**

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 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 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 using this form [www.cityofventura.ca.gov/publicinput](http://www.cityofventura.ca.gov/publicinput). Those emails will be provided to City Council following the meeting.



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, speakers will be promoted to “panelist” allowing 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.

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.

1. **CALL TO ORDER – REGULAR SESSION – 6:00 p.m.**
2. **ROLL CALL**
3. **PLEDGE OF ALLEGIANCE**
4. **SPECIAL PRESENTATIONS AND ANNOUNCEMENTS**
  - 4A. **Recognition – City of Ventura 2020 Employee and Supervisor of the Year:**
    - **Heather Ellis, Emergency Medical Services Coordinator (Employee of the Year)**
    - **Dave Hughart, Information Technology Operations Supervisor (Supervisor of the Year)**

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. Update 2021 Councilmember Assignments**

Introduced by: Mayor Sofia Rubalcava

RECOMMENDATION

Concur with the Mayor and approve Councilmembers assignments/appointments to various agencies, boards, committees, and liaison roles adding Councilmember Jeannette Sanchez-Palacios.

**9C. City Council Quarterly Travel Report**

Staff: Alex D. McIntyre, City Manager

RECOMMENDATION

Receive and file the Quarterly Travel Report for January through March 2021.

**9D. Annual Report of the Mobile Home Rent Review Board**

Staff: Peter Gilli, Community Development Director

RECOMMENDATION

Receive the Mobile Home Rent Review Board Annual Report for August 16, 2018 – December 20, 2020.

**9. CONSENT ITEMS (continued)**

**9E. [Contract Amendment for Stuart Consulting Services, LLC for Permit Processing, Plan Review and Inspection Services](#)**

Staff: Peter Gilli, Community Development Director

**RECOMMENDATION**

Authorize the Mayor to execute the Twelfth Amendment to Professional Services Agreement number 2017-011 with Stuart Consulting Services, LLC adding \$200,000 for a new not-to-exceed amount of \$2,049,000 to continue with the services.

**9F. [California Wildfire Resiliency and Recovery Planning Grant for the General Plan Update](#)**

Staff: Peter Gilli, Community Development Director

**RECOMMENDATION**

- a. Adopt a resolution authorizing the City Manager to receive the Wildfire Resiliency and Recovery Planning grant, and to enter into a Grant Agreement with the California Department of Conservation.
- b. Authorize Finance and Technology to, when the award is received, increase appropriations in the General Grant and Categorical Fund.

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SAN BUENAVENTURA, CALIFORNIA, AUTHORIZING RECEIPT OF WILDFIRE RESILIENCY AND RECOVERY PROGRAM GRANT

RESOLUTION NO. 2021-\_\_\_\_\_

**9G. [Approve Professional Services Agreement with NovaCoast Inc. for Cybersecurity Operations Center Services](#)**

Staff: Michael Coon, Finance and Technology Director

**RECOMMENDATION**

Approve and authorize the Mayor to execute a three-year Professional Services Agreement with NovaCoast Inc., for Cybersecurity Operations Center services, with the option to extend for an additional two years for a total not-to-exceed amount of \$765,000. The City can terminate the NovaCoast Inc. agreement at any time with or without cause.

**9. CONSENT ITEMS (continued)**

**9H. [Consideration of Unfreezing an Equipment Mechanic Position in Public Works](#)**

Staff: Phillip Nelson, Public Works Director

**RECOMMENDATION**

Approve the filling and funding of the frozen Equipment Mechanic I/II position in the Fleet and Facilities Division in Public Works.

**9I. [Downtown Ventura Property Owners Association Annual Maintenance Services Agreement](#)**

Staff: Phillip Nelson, Public Works Director

**RECOMMENDATION**

- a. Approve and authorize the Mayor to execute an agreement with Downtown Ventura Property Owners' Association dba Downtown Ventura Partners in the amount of \$180,600 for an initial term of July 1, 2021 through June 30, 2022.
- b. Authorize the City Manager or designee to execute four annual amendments to the contract, for a total not to exceed amount of \$903,000

**9J. [Public Works Annual Property Management Report](#)**

Staff: Phillip Nelson, Public Works Director

**RECOMMENDATION**

Receive and file the Public Works Annual Property Management Report.

**9K. [Authorization to Apply for Grant Funds for the VenturaWaterPure Program](#)**

Staff: Susan Rungren, Ventura Water General Manager

**RECOMMENDATION**

- a. Authorize the Ventura Water General Manager, or designee, to apply for a grant for up to \$10,000,000 for the Bureau of Reclamation WaterSMART: Title XVI Water Reclamation and Reuse Projects.

**9. CONSENT ITEMS (continued)**

- b. Direct staff to return to City Council after the grant application has been submitted for City Council to consider a resolution providing staff authorization for grant processing and administration.

**9L. [Ordinance for Second Reading – Ordinance to Amend San Buenaventura Municipal Code Various Section 4.400.010 - Downtown Parking District Boundaries](#)**

Staff: Antoinette M. Mann, City Clerk

RECOMMENDATION

Waive the second reading in full and adopt the Ordinance of the City Council of the City of San Buenaventura, California, Amending Section 4.400.010 – “Establishment of District and of District Boundaries” to the San Buenaventura Municipal Code.

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF SAN BUENAVENTURA, CALIFORNIA, AMENDING SEC. 4.400.010 – “ESTABLISHMENT OF DISTRICT AND OF DISTRICT BOUNDARIES” TO THE SAN BUENAVENTURA MUNICIPAL CODE ORDINANCE NO. 2021-\_\_\_\_\_

**9M. [Ordinance for Second Reading – Ordinance to Amend San Buenaventura Municipal Code Various Sections of Chapter 4.6000 – Purchasing, Contracts, and Public Works \(Sections 4.600.080; 4.600.120; 4.600.130; and 4.600.230\) and Adding Chapter 4.601 – Public Works Projects Prevailing Wage Law Compliance](#)**

Staff: Antoinette M. Mann, City Clerk

RECOMMENDATION

Waive the second reading in full and adopt the Ordinance of the City Council of the City of San Buenaventura, California, Amending Various Sections of Chapter 4.6000 – Purchasing, Contracts, and Public Works (Sections 4.600.080; 4.600.120, 4.600.130 and 4.600.230) and Adding Chapter 4.601 – Public Works Projects Prevailing Wage Law Compliance to the San Buenaventura Municipal Code.

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF SAN BUENAVENTURA, CALIFORNIA, AMENDING SECTIONS 4.600.080, ‘PUBLIC WORKS CONTRACTS,’ 4.600.120, ‘CONTRACTING AUTHORITY—CITY MANAGER,’ SECTION 4.600.130, ‘CONTRACTING AUTHORITY—CITY ATTORNEY,’ AND 4.600.230, ‘PUBLIC WORKS COMPETITIVE BIDDING;



**9. CONSENT ITEMS (continued)**

LOWEST RESPONSIBLE BIDDER,' OF CHAPTER 4.600, 'PURCHASING, CONTRACTS, AND PUBLIC WORKS,' OF THE SAN BUENAVENTURA MUNICIPAL CODE, AND ADDING A NEW CHAPTER 4.601, 'PUBLIC WORKS PROJECTS; PREVAILING WAGE LAW COMPLIANCE,' TO THE SAN BUENAVENTURA MUNICIPAL CODE ORDINANCE NO. 2021-\_\_\_\_\_

**10. APPOINTMENTS TO COUNCIL ADVISORY GROUPS**

**10A. [Appointment of Planning Commissioners – Councilmember Johnson and Councilmember Sanchez-Palacios](#)**

Staff: Antoinette Mann, City Clerk

RECOMMENDATION

Approve Planning Commissioner appointments for Councilmember Johnson and Councilmember Sanchez-Palacios:

Appointed by	Appointee	Term of Office
Councilmember Johnson	Mark Abbe	April 12, 2021– December 2024
Councilmember Sanchez-Palacios	Jenny Lagerquist	April 12, 2021– December 2022

**12. PUBLIC HEARING ITEMS**

**12A. [2020-2021 CARES Act Community Development Block Grant Funding Recommendations and the 2019-2020 Action Plan Amendments](#)**

Staff: Peter Gilli, Community Development Director

RECOMMENDATION

- a. Conduct a public hearing and receive comments and approve the following plans for U.S. Department of Housing and Urban Development submission.
- b. Adopt a Resolution, that will adopt the 2019-2020 Annual Action Plan and funding amendments including the Council-approved projects and funding. Resolution titled:

“A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SAN BUENAVENTURA ADOPTING THE 2019-2020 ANNUAL ACTION AND FUNDING PLAN AMENDMENTS TO

**12. PUBLIC HEARING ITEMS (continued)**

USE ADDITIONAL CARES ACT FUNDS AND AUTHORIZING THE CITY MANAGER TO SUBMIT THE PLANS TO THE UNITED STATES DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT DEPARTMENT FOR APPROVAL”

- c. Authorize the City Manager to submit the Council-approved Community Development Block Grant -CV projects and program budget for Fiscal Year 2020-2021 within the 2019-2020 Annual Action Plan to U.S. Department of Housing and Urban Development.
- d. Authorize the Finance and Technology Department to make necessary changes to revenues and expenditures in the 2020-2021 Operating Budget per the approved 2019-2020 Action and Funding Plan and its amendments.
- e. Authorize the Community Development Director, or his designee, to execute Subrecipient and Loan Agreements, as necessary, for the Community Development Block Grant -CV funding, and to adjust funding of a project, as needed, based on the 2020-2021 actual grant awarded by U.S. Department of Housing and Urban Development and according to the Citizen Participation Plan, including any adjustments for the allocation and expenditure of the Community Development Block Grant -CV funds up to ten percent per project.

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SAN BUENAVENTURA ADOPTING THE 2019-2020 ANNUAL ACTION AND FUNDING PLAN AMENDMENTS TO USE ADDITIONAL CARES ACT FUNDS AND AUTHORIZING THE CITY MANAGER TO SUBMIT THE PLANS TO THE UNITED STATES DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT DEPARTMENT FOR APPROVAL RESOLUTION NO. 2021-\_\_\_\_\_

**12B. [2021-2022 Community Development Block Grant Applications Review](#)**

Staff: Peter Gilli, Community Development Director

**RECOMMENDATION**

- a. Conduct a public hearing and receive comments.

**12. PUBLIC HEARING ITEMS (continued)**

- b. Provide direction on recommended funding for the applications received.

**13. FORMAL ITEMS**

**13A. [Approve 5-Year Professional Services Agreement with the Ventura Visitors & Convention Bureau](#)**

Staff: Alex D. McIntyre, City Manager

**RECOMMENDATION**

Approve and authorize the Mayor to execute a Professional Services Agreement with the Ventura Visitors and Convention Bureau for a 5-year term from July 1, 2021 through June 30, 2026.

**13B. [General Plan Update](#)**

Staff: Peter Gilli, Community Development Director

**RECOMMENDATION**

Receive the progress report provided and provide any feedback and input on next steps.

**13C. [City-Wide Active Transportation Plan Update](#)**

Staff: Phillip Nelson, Public Works Director

**RECOMMENDATION**

Receive and file a presentation providing an update on the Citywide Active Transportation Plan.

## 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, April 7, 2021 at 6:30 p.m. on the City website, in the Public Meetings/Agenda Center: <https://www.cityofventura.ca.gov/AgendaCenter>