



City of Port Hueneme

City Council Regular Meeting Agenda

September 3, 2019

Port Hueneme City Hall: 250 North Ventura Road
Port Hueneme, CA 93041

5:30 p.m. Council Closed Session | 6:30 p.m. Regular Meeting

5:30 P.M. – CITY COUNCIL CLOSED SESSION AGENDA

CALL TO ORDER Mayor Berg

ROLL CALL Council Members Gama, Muñoz-Schnopp, and Rollins; Mayor Pro-Tem Hernandez; and, Chair Berg

PUBLIC COMMENT (10 Minutes)

The Council will hear public comments for a maximum of 10 minutes. The Council cannot enter into a detailed discussion or take any action on comments, but may refer them to the City Manager for follow up or scheduling on a subsequent agenda for discussion. Each speaker shall limit comments to three minutes.

CLOSED SESSION ITEMS

With respect to every item of business to be discussed in CLOSED SESSION, pursuant to the California Government Code:

1. PUBLIC EMPLOYEE PERFORMANCE EVALUATION
Position: City Manager
Authority: Government Code Section 54957 (b)(1)

RECESS TO CLOSED SESSION

6:30 P.M. COUNCIL REGULAR MEETING AGENDA

CALL TO ORDER / FLAG SALUTE Mayor Berg

INSPIRATION Mayor Pro Tem Hernandez

ROLL CALL Council Members Gama, Muñoz-Schnopp, and Rollins; Mayor Pro-Tem Hernandez; and, Mayor Berg

AGENDA APPROVAL

[Agenda - Approval of Agenda](#)

Recommendation: Approve the City Council Agenda of September 3, 2019.

REPORT ON CLOSED SESSION ACTION

PRESENTATIONS

1. [Police Department Update on City of Oxnard Ormond Beach Encampment Evacuations](#)
A. Salinas, Police Chief

GENERAL PUBLIC COMMENT

Each member of the public may speak on any item appearing on the Agenda or that is within the subject matter jurisdiction of the City Council. Speakers will be allowed three minutes per Agenda item to address the Council. Members of the public who want to address the Council should fill out a speaker card located on the back table in the City Council Chamber and provide the speaker card to the City Clerk. If a speaker wishes to address an item on the Agenda please note the Agenda item number or topic on the speaker card to ensure that you are called to speak before the Council takes action on the Agenda item. All speakers wishing to address the Council on items not on the Agenda will be called on to speak during the Open Forum portion of the Agenda.

CONSENT CALENDAR AGENDA

All matters listed on the Consent Calendar are to be considered routine by the governing body, and will be enacted by one motion in the form listed. There will be no discussion of these items unless, before the governing body votes on the motion to adopt, specific items are removed from the Consent Calendar for separate motions

The Mayor shall read the titles of the items on the Consent Calendar prior to the motion.

2. [Minutes of the City Council Regular Meeting of July 15, 2019](#)

K. Buxkemper, City Clerk

Recommendation: Approve the minutes.

3. [Finance – Cash Disbursements for July 6, 2019 through August 16, 2019](#)

K. McDonald, Director of Finance

Recommendation: Ratify the disbursements.

4. [Read, by Title Only, Waiving Full Reading, and Adopt an Ordinance Approving Development Agreement No. PHDA-857 \(GreenOcean Cannabis Cultivating Business / 501 W. Channel Islands Blvd., Suites #207 and #208\)](#)

T. Stewart, Director of Community Development

Recommendation: Read, by title only, waiving a full reading of the ordinance, and adopt the proposed ordinance approving and adopting Development Agreement No. PHDA-857 under Government Code Section 65864 to 65869.5 and Ordinance No. 727 and Ordinance No. 734 of the Port Hueneme Municipal Code relating to the operation of a Cannabis Facility for GreenOcean, LLC.

5. [Adopt a Resolution Amending the Benefits and Additional Compensation for Unrepresented Executive Management and Management and Professional Employees](#)

R. Butler, City Manager

Recommendation: Adopt a three-year Resolution of the City Council of the City of Port Hueneme, California, amending the benefits and additional compensation for Unrepresented Executive Management and Management and Professional Employees for the period of July 1, 2019 to June 30, 2022.

6. [Community Services Officer Job Classification](#)

J. Tanner, Interim Deputy City Manager

Recommendation: Adopt a Resolution of the City Council of the City of Port Hueneme, California, approving and authorizing the Community Service Officer job classification.

7. [Agreement with ARC Document Solutions for Scanning and Archiving Management Services for Community Development Department](#)

T. Stewart, Director of Community Development

Recommendation: Authorize the contract with ARC Document Solutions ("ARC") for scanning and archiving management services for the Community Development Department in the amount of \$58,000.00.

8. [Adopt a Resolution Establishing Application Requirements, Minimum Qualifications for Medicinal and Nonmedicinal Cannabis as well as Procedures for Periodic Review of Development Agreements](#)

T. Stewart, Director of Community Development

Recommendation: Adopt the following Resolution of the City Council of the City of Port Hueneme, California, establishing application requirements, minimum qualifications, locational criteria for medicinal and nonmedicinal cannabis activity pursuant to Articles III and X of The Port Hueneme Municipal Code, and procedures for the annual review of development agreements pursuant to Government Code Section 65865.1.

CONSENT CALENDAR VOTE

PUBLIC HEARINGS

9. [Annual Development Agreement Compliance Review](#)

T. Stewart, Community Development Director

Recommendation: At the conclusion of the public hearing:

1. *Adopt a resolution of the City Council of the City of Port Hueneme, California, determining that the cannabis dispensary operated by Hueneme Patient Consumer, DBA "HPC" is in compliance with the development agreements approved for the operation of said dispensary.*
2. *Adopt a resolution of the City Council of the City of Port Hueneme, California, determining that the cannabis dispensary operated by DBO Investments PH, LLC, DBA "From the Earth" is in compliance with the development agreements approved for the operation of said dispensary.*
3. *Adopt a resolution of the City Council of the City of Port Hueneme, California, determining that the cannabis dispensary operated by Harbor Management Group, LLC, DBA "Safeport" is in compliance with the development agreements approved for the operation of said dispensary.*
4. Continue the Public Hearing to the October 7, 2019 City Council Meeting to take action on the resolution regarding the Freedom 1st Association ("Skunkmasters") Dispensary.

CITY COUNCIL BUSINESS ITEMS

City Manager

10. [Citizen Advisory Commission and Transaction and Use Tax Citizens Oversight Committee Training Update and Selection of Future Meeting Agenda Topics](#)

R. Butler, City Manager

Recommendation: Receive and file an update on the recent mandatory Brown Act and AB 1234 training completed by the Citizen Advisory Commission and Transaction and Use Tax Citizens Oversight Committee, and to provide direction on staff-recommended work assignments and future agenda topics for each respective advisory body.

City Attorney

11. [Monthly Update Regarding Odor Complaint in Southeastern Port Hueneme](#)

K. Spaulding, City Attorney

Recommendation: Receive and file a verbal update from the City Attorney's Office.

COUNCIL MEMBERS' REPORTS, COMMENTS, AND REQUEST FOR FUTURE AGENDA ITEMS

Council Members are appointed to various Regional Committees/Agencies/Boards and will report out on their activities with these organizations at this time, as well as request items to be placed on future agendas and put forth any comments in regards to community events.

Mayor Berg: City-Port Standing Committee; EDC-VC; Gold Coast Transit; Regional Defense Partnership for the 21st Century (RDP-21); Ventura County Transportation Commission (VCTC); Southern California Association of Governments (SCAG)

Mayor Pro-Tem Hernandez: City-Port Standing Committee, Port Hueneme Water Agency (PHWA); Ventura County Regional Energy Alliance District Board (VCREA); Ventura Regional Sanitation District (VRSD)

Council Member Gama: Animal Services Commission; Beach Erosion Authority for Clean Oceans and Nourishment (BEACON)

Council Member Muñoz-Schnopp: California Joint Powers Insurance Authority (CJPIA); Point Mugu Regional Airport Authority; Port Hueneme Water Agency (PHWA); Ventura Council of Governments (VCOG)

Council Member Rollins: Port Hueneme Water Agency (PHWA); Recreation, Education, Arts, Culture in Hueneme (REACH); Air Pollution Control Board

PUBLIC COMMENT CONTINUATION

The Council will allow a continuation of public comments, if necessary, due to exceeding the total time allotted in the earlier Open Forum section

ADJOURNMENT

The City Council will adjourn to the regular meeting of September 16, 2019, to be held at 6:30 p.m. in the City Hall Council Chamber.

Copies of staff reports or other written documentation relating to each item of business referred to in this Agenda are available for public inspection in the Office of the City Clerk and on the City's website at www.cityofporthueneme.org. Materials received after agenda packet distributions are made available to the public on the City's website and in the City Clerk's office at the same time they are provided to the Council. IN COMPLIANCE WITH THE AMERICANS WITH DISABILITIES ACT, IF YOU NEED SPECIAL ASSISTANCE TO PARTICIPATE IN THIS MEETING, CONTACT THE OFFICE OF THE CITY CLERK AT (805) 986-6503 OR THE CALIFORNIA RELAY SERVICE. NOTICE 48 HOURS PRIOR TO THE MEETING WILL ENABLE THE CITY TO MAKE REASONABLE ARRANGEMENTS TO ALLOW PARTICIPATION IN THIS MEETING

AFFIDAVIT OF POSTING

I, Kristy L. Buxkemper, City Clerk of the City Port Hueneme, do hereby affirm that the foregoing agenda was posted at City Hall on August 29, 2019, at _____ p.m.

Kristy L. Buxkemper
City Clerk