



# City of Port Hueneme

## City Council Regular Meeting Agenda Housing Authority Special Meeting Agenda

**May 18, 2020**

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

**6:30 p.m. Regular Meeting**

**THIS MEETING WILL BE CONDUCTED PURSUANT TO THE PROVISIONS OF THE GOVERNOR'S EXECUTIVE ORDER N-29-20 AND THE ORDERS OF THE VENTURA COUNTY PUBLIC HEALTH OFFICER ISSUED MARCH 20, 2020 (STAY WELL AT HOME ORDER)**

*In order to minimize the spread of the COVID-19 virus, all meetings are closed to the public until further notice. The following provides information to the public on how to observe and/or participate remotely:*

- *Meetings can be viewed live at:*  
<http://porthuenemeca.suiteonemedia.com/web/Home.aspx>.
- *Public Comments can be submitted to [kbuxkemper@ci.port-hueneme.ca.us](mailto:kbuxkemper@ci.port-hueneme.ca.us) and must be received by 5:00p.m. on May 18, 2020 in order to be considered by City Council. All comments will be part of the official record and minutes will notate all submissions.*
- *Additional electronic meeting guidelines can be found [here](#).*
- *Detailed information and updates about COVID-19, can be found on the City of Port Hueneme's Emergency Website at: [www.PortHuenemeEmergency.org](http://www.PortHuenemeEmergency.org)*

### **6:30 P.M. CITY COUNCIL REGULAR MEETING AGENDA**

**CALL TO ORDER / FLAG SALUTE** Mayor Hernandez

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

**INSPIRATION** Mayor Pro Tem Muñoz-Schnopp

### **AGENDA APPROVAL FOR CITY COUNCIL**

[City Council Agenda Approval](#)

*Recommendation:* Approve the City Council Agenda of May 18, 2020.

### **RECESS TO HOUSING AUTHORITY MEETING**

**ROLL CALL HOUSING AUTHORITY** Members Berg, Brown, Gama, and Rollins; Vice Chair Muñoz-Schnopp; and, Chair Hernandez

### **AGENDA APPROVAL FOR HOUSING AUTHORITY**

[Housing Authority Agenda Approval](#)

*Recommendation:* Approve the Housing Authority Agenda of May 18, 2020.

**GENERAL PUBLIC COMMENT FOR HOUSING AUTHORITY (10 Minutes)**

Members of the public may submit general public comments for matters not appearing on the agenda and within the Authority's subject matter jurisdiction. The Authority cannot enter into a detailed discussion or take any action on comments, but may refer them to the Executive Director for follow up or scheduling on a subsequent agenda for discussion. Each comment should be submitted to the City Clerk by 5:00 p.m. on the day of the Housing Authority meeting to ensure they are received and considered by the Housing Authority. All comments should be no more than 500 words and will be part of the official record and subject to the Public Records Request Act.

## **CONSENT CALENDAR AGENDA FOR HOUSING AUTHORITY**

1. [Minutes of the Housing Authority Regular Meeting of March 2, 2020](#)

K. Buxkemper, Authority Clerk

*Recommendation:* Approve the Housing Authority minutes.

2. [Receive and File the Finance Cash Disbursements for February 25, 2020 through May 8, 2020](#)

K. McDonald, Director of Finance

*Recommendation:* Receive and file the disbursements.

## **CONSENT CALENDAR ROLL CALL VOTE FOR HOUSING AUTHORITY**

### **PUBLIC HEARING ITEMS FOR HOUSING AUTHORITY**

3. [Housing Authority's Fiscal Year 2020-2021 Annual Plan; 5-Year Capital Grant Plan and Updated Program Policies](#)

G. Basua, Housing Programs Manager

*Recommendation:* Adopt a Resolution of the Board of Commissioners of the Housing Authority of the City of Port Hueneme, California, approving the Fiscal Year 2020-2021 Public Housing Annual Plan.

### **ROLL CALL VOTE FOR HOUSING AUTHORITY**

### **BUSINESS ITEMS FOR HOUSING AUTHORITY - NONE**

### **AUTHORITY MEMBERS' REPORTS, COMMENTS, & REQUEST FOR FUTURE AGENDA ITEMS**

### **ADJOURNMENT OF HOUSING AUTHORITY**

The Housing Authority will adjourn to the regular meeting of April 6, 2020, to be held at 6:30 p.m. in the City Hall Council Chamber.

### **RECONVENE CITY COUNCIL REGULAR MEETING**

### **GENERAL PUBLIC COMMENT (via submitted comments to the City Clerk)**

Members of the public may submit comments on the Agenda or that is within the subject matter jurisdiction of the City Council. Comments should be submitted to the City Clerk by 5:00p.m. on the day of the City Council meeting to ensure they are received and considered by Council. All comments should be no more than 500 words and will be part of the official record and subject to the Public Records Request Act.

### **PRESENTATIONS**

1. [COVID-19 Community Update](#)
2. [Beach Erosion Authority for Clean Oceans and Nourishment \(BEACON\) Presentation](#)
3. [Ventura County Harbor District Presentation](#)
4. [Earth Day Presentation](#)
5. [Beach Clean-Up Costs Update](#)
6. [Public Works Week Proclamation](#)

## 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.**

7. [Approve Minutes of the City Council for the special meeting of April 28, 2020 and the regular meeting of May 4, 2020](#)

K. Buxkemper, City Clerk

*Recommendation:* Approve the minutes.

8. [Receive and File the Finance Cash Disbursements for April 24, 2020 through May 8, 2020](#)

K. McDonald, Director of Finance

*Recommendation:* Receive and file the disbursements.

9. [Read by Title Only, Waiving Full Reading of Text, and Adopt an Ordinance Approving Development Agreement No. PHDA-871 – High Farms Delivery, LLC Dispensary \(501 W. Channel Islands Blvd, Suite 201\)](#)

T. Stewart, Director of Community Development

*Recommendation:* Read, by title only waiving full reading of the text, and adopt an Ordinance approving and adopting a Development Agreement 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 (Development Agreement No. PHDA-871 for High Farms Delivery, LLC, Located at 501 W. Channel Islands Blvd., Suite 201.)

10. [Read by Title Only, Waiving Full Reading of Text, and Adopt an Ordinance Approving Development Agreement No. PHDA-874 – Innovative Concepts Investment Group, LLC Dispensary \(521 W. Channel Islands Blvd, Suite 11\)](#)

T. Stewart, Director of Community Development

*Recommendation:* Read, by title only waiving full reading of the text, and adopt an Ordinance approving and adopting a Development Agreement 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 (Development Agreement No. PHDA-874 for Innovative Concepts Investment Group, LLC Dispensary, Located at 521 W. Channel Islands Blvd., Suite 11.)

11. [Read by Title Only, Waiving Full Reading of Text, and Adopt an Ordinance Approving Adding a New Part E to Chapter 8, Article II, Commencing with Section 3914.21 of the City's Municipal Code, Prohibiting the Release of Latex or Other Lighter-than-Air Balloons](#)

K. Spaulding, Deputy City Attorney

*Recommendation:* Read by title only, waiving full reading of the text, and adopt an Ordinance of the City Council of the City of Port Hueneme, California, adding a new Part E to Chapter 8, Article II, commencing with Section 3914.21 of the City's Municipal Code, prohibiting the release of latex or other lighter-than-air balloons.

12. [Authorization to Award Contract to J&H Engineering General Contractors, Inc., for the Resurfacing of Ventura Road from Pleasant Valley Road to 350 South of Sunkist Street](#)

D. Villafana, Director of Public Works

*Recommendation:* Authorize the City Manager to award a contract to J&H Engineering General Contractors, Inc. for the resurfacing of Ventura Road (North & South bound) from Pleasant Valley Road to 350 south of Sunkist Street.

## CONSENT CALENDAR ROLL CALL VOTE

## PUBLIC HEARINGS - NONE

## BUSINESS ITEMS

### *City Manager's Department*

13. [Calling for, Giving Notice of, and Requesting Consolidation of a General Municipal Election on November 3, 2020, for the Election of Certain Officers and Adoption of Pertaining Resolutions](#)

K. Buxkemper, City Clerk

*Recommendation:* It is recommended that City Council:

1. Adopt a *Resolution of the City Council of the City of Port Hueneme calling and giving notice of the Municipal General Election to be held on Tuesday, November 3, 2020, for the Election of certain officers as required by the provisions of the laws of the State of California, and requesting the Ventura County Board of Supervisors consolidation of said election with the Statewide General Election to be held on said date pursuant to section 10403 of the Elections Code; and*
2. Adopt a *Resolution of the City Council of the City of Port Hueneme adopting regulations for candidates for elective office pertaining to candidate statements and other materials submitted to the voters and the costs thereof for the Municipal General Election to be held on Tuesday, November 3, 2020.*

### ROLL CALL VOTE

### 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 Hernandez:** Association of Water Agencies; City-Port Standing Committee; Port Hueneme Water Agency (PHWA); Regional Defense Partnership for the 21st Century (RDP-21); Ventura County Regional Energy Alliance District Board (VCREA); Ventura Regional Sanitation District (VRSD)

**Mayor Pro Tem Muñoz-Schnopp:** City-Port Standing Committee; California Joint Powers Insurance Authority (CJPIA); Point Mugu Regional Airport Authority; Port Hueneme Sister City Committee; Port Hueneme Water Agency (PHWA); Ventura Council of Governments (VCOG)

**Council Member Berg:** EDC-VC; Gold Coast Transit; Ventura County Transportation Commission (VCTC); Southern California Association of Governments (SCAG)

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

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

### ADJOURNMENT

The City Council will adjourn to the regular meeting of Monday, June 1, 2020, to be broadcasted at 6:30 p.m. from 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](http://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