



City of Port Hueneme

City Council Regular Meeting Agenda

July 20, 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 and must be received by 5:00p.m. on July 20, 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](#) and at the end of the agenda*
- *Detailed information and updates about COVID-19, can be found on the City of Port Hueneme's Emergency Website at: 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 Councilmember Berg

AGENDA APPROVAL FOR CITY COUNCIL

[City Council Agenda Approval](#)

Recommendation: Approve the City Council Agenda of July 20, 2020.

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. [Matter Labs Presentation](#)
Bryan Went, Matter Labs
2. [Public Works Quarterly Update](#)
D. Villafana, Director of Public Works

3. [COVID-19 and Police, Community, and Crime Update](#)

A. Salinas, Chief of Police

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.

4. [Approve Minutes of the City Council for the Regular Meeting of July 6, 2020](#)

K. Buxkemper, City Clerk

Recommendation: Approve the minutes.

5. [Receive and File the Finance Cash Disbursements for June 24, 2020 through July 14, 2020](#)

K. McDonald, Director of Finance

Recommendation: Receive and file the City's Register of Disbursements.

6. [Professional Services Agreement Amendment with Aria Consulting International for Strategic Planning Services](#)

B. Conners, City Manager

Recommendation: Approve and authorize the City Manager to execute an amendment to the contract with Aria Consulting International for strategic planning services, in an amount not-to-exceed \$40,000.

CONSENT CALENDAR ROLL CALL VOTE

PUBLIC HEARINGS - NONE

7. [Planned Development/Conditional Use Permit No. PHCU-876 and Development Agreement No. PHDA-877 Bleu Diamond, LLC Dispensary \(501 W. Channel Islands Blvd, Suite 202\)](#)

T. Stewart, Community Development Director

Recommendation:

1. Open the public hearing to take testimonial and documentary evidence; and
2. Close the public hearing and consider the evidence; and
3. After considering the evidence, adopt a *Resolution* of the City Council of the City of Port Hueneme, granting approval of Conditional Use Permit No. PHCU-876 (Bleu Diamond, LLC Cannabis Delivery Service); and
4. Introduce, by title only waiving full reading, an *Ordinance approving and adopting a development agreement under Government Code Sections 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 Bleu Diamond, LLC (with adoption to follow at the next regularly scheduled City Council meeting); and
5. Take such additional, related, action that may be desirable.

ROLL CALL VOTE

BUSINESS ITEMS

Community Development Department

8. [Parks and Recreation Master Plan Update Needs Assessment and Gaps Analysis Workshop](#)

T. Stewart, Community Development Director

Recommendation: Receive and file the Needs Assessment and Gaps Analysis for the Parks and Recreation Master Plan Update and use it as a basis for a workshop discussion and provide an opportunity to respond to and comment on the survey results; which will be

used for the next phase of the project defining the goals and policies for the updated Master Plan.

ROLL CALL VOTE

City Manager's Department

9. [Designation of Voting Delegate and Alternate\(s\) for the 2020 League of California Cities Annual Conference](#)

K. Buxkemper, City Clerk

Recommendation:

1. Appoint a voting delegate and up to two alternates to attend the League of California Cities Annual Conference to vote on behalf of the City Council at the Annual Business Meeting; and
2. Adopt a Resolution designating a Voting Delegate and Alternate(s) for the 2020 League of California Cities Annual Conference; and
3. Authorize the City Clerk to submit the approved Resolution and voting delegate forms with the appointed voting designees to the League of California Cities.

ROLL CALL VOTE

10. [Citizen Advisory Commission Appointment to Fill One Vacancy](#)

K. Buxkemper, City Clerk

Recommendation: Appoint one member to the Citizen Advisory Commission to fill the vacant seat of resigned member Eric Ford.

ROLL CALL VOTE

11. [City/Port Community Benefit Fund Project Determination](#)

B. Conners, City Manager / K. McDonald, Finance Director

Recommendation: Review the Community Benefit Fund financial position based on the timeframe from inception through 20 July, 2020, as well as the City-Port Standing Committee Community Benefit Fund project recommendations from 15 July, 2020 meeting and:

1. Approve twenty (20) City-Port Standing Committee recommended Community Benefit Projects valued at \$253,915; and
2. Consider, recommend, nominate additional projects for remaining FY 2019-2020 Community Fund balance of \$85,000; and
3. Consider, recommend, and nominate future Community Benefit Fund projects either as back up projects for FY 2019-2020 project under execution or for future fund balance programming.

ROLL CALL VOTE

12. [BEACON Member Dues Increase](#)

B. Conners, City Manager

Recommendation: Review BEACON request for annual member dues increase from \$9,615 to \$25,000, a 160% increase, to support BEACON transition to a full time Executive Director position (attachment 1 and 2). Then:

1. Discuss and consider approval of the BEACON request to increase member dues by \$15,385 to \$25,000; and

2. If approved, authorize City Manager to adjust FY 2020-2021 budget to accommodate increase; or
3. Direct staff to investigate alternative equivalent services and their specific value to City needs, and report findings and recommendations for consideration.

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 Tuesday, September 8, 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. 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

CITY OF PORT HUENEME



COVID-19 COMMUNITY UPDATE

How to Participate in City Meetings

While all city buildings are temporarily closed to the public due to the State and County's Stay at Home Orders, residents are encouraged to participate remotely.



MEETING AGENDA

*Visit the City's website at <https://www.ci.port-hueneme.ca.us/> and click on "agenda and minutes"

*Agenda item links provide comprehensive reports for each item

*Regular meeting agendas are posted on the website at least 72 hours before the meeting for public review



WATCH MEETINGS

*All City meetings can be viewed live at <http://porthueneme-ca.suiteonemedia.com/web/Home.aspx>

*Video recordings are typically made available online following the meeting

*Meetings can be found on YouTube by searching "City of Port Hueneme"



PUBLIC COMMENTS

* The Public is encouraged to submit comments for items on the agenda via email to the City Clerk as follows:

1. Submit comments to kbuxkemper@ci.port-hueneme.ca.us
2. Identify the meeting date and agenda item in subject line
3. Must be received by 5pm on the meeting date
4. Comments must be 500 words or less

**All comments are subject to the Public Records Act*

FOR ADDITIONAL INFORMATION ON COVID-19
PLEASE VISIT

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