



City of Port Hueneme

City Council Regular Meeting Agenda Housing Authority Special Meeting Agenda

September 21, 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 September 21, 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 Gama

AGENDA APPROVAL FOR CITY COUNCIL

[City Council Agenda Approval](#)

Recommendation: Approve the City Council Agenda of September 21, 2020.

RECESS TO SPECIAL 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 September 21, 2020.

GENERAL PUBLIC COMMENT FOR HOUSING AUTHORITY (10 Minutes)

The Housing Authority will hear public comments for a maximum of 10 minutes. A person may address the Authority on 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 speaker shall limit comments to three minutes.

CONSENT CALENDAR AGENDA FOR HOUSING AUTHORITY

1. [Minutes of the Housing Authority Regular Meeting of June 15, 2020](#)

K. Buxkemper, Authority Clerk

Recommendation: Approve the Housing Authority minutes.

2. [Finance – Cash Disbursements for June 6 through September 11, 2020](#)

K. McDonald, Director of Finance

Recommendation: Receive and file the disbursements.

CONSENT CALENDAR ROLL CALL VOTE FOR HOUSING AUTHORITY

BUSINESS ITEMS FOR HOUSING AUTHORITY

3. [Tenant Receivable Write-Offs](#)

B. Conners, City Manager / G. Basua, Housing Manager

Recommendation: Adopt a Resolution of the Board of Commissioners of the Housing Authority of the City of Port Hueneme, California, approving the write-off of \$994.00 of tenant receivables deemed uncollectible in the Public Housing Program.

ROLL CALL VOTE FOR HOUSING AUTHORITY

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

ADJOURNMENT OF HOUSING AUTHORITY

The Housing Authority will adjourn to the regular meeting of October 5, 2020, to be broadcasted 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. [Surfrider Presentation](#)

J. Tharp, Surfrider

2. [Public Works Department Waterline Break and Repair Update](#)

D. Villafana, Director of Public Works

3. [Cannabis Update](#)

A. Salinas, Chief of Police

4. [Emergency Preparedness Manager Update](#)

A. Salinas, Chief of Police

5. [Strategic Plan Presentation](#)

C. Grimm, ARIA Consulting

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.

6. [Approve Minutes of the City Council for the regular meeting of September 8, 2020](#)

K. Buxkemper, City Clerk

Recommendation: Approve the minutes.

7. [Receive and File the Finance Cash Disbursements for September 1 through September 11, 2020](#)

K. McDonald, Director of Finance

Recommendation: Receive and file the disbursements.

8. [Read, By Title Only, Waiving Full Reading, and Adopt an Ordinance Approving Development Agreement No. PHDA-881 – Front Door Enterprises LLC / DBA EcoMeds Dispensary \(521 W. Channel Islands Blvd, Suite 13\)](#)

T. Stewart, Community Development Director

Recommendation: Read, by title only, waiving full reading, and adopt an Ordinance approving Development Agreement No. PHDA-881 – Front Door Enterprises LLC / DBA EcoMeds Dispensary (521 W. Channel Islands Blvd, Suite 13).

9. [Read, By Title Only, Waiving Full Reading, and Adopt an Ordinance Adding Sections 4215 through 4216 to Chapter 3 of Article IV and Adding Section 4314 to Chapter 4 Article IV of the Municipal Code Relating to Smoking and Vaping on or Around the Beach Park, Wharf, or Pier](#)

A. Salinas, Chief of Police

Recommendation: Read, by title only, waiving full reading, and adopt an ordinance adding sections 4215 through 4216 to Chapter 3 of Article IV and Adding section 4314 to Chapter 4 Article IV of the Municipal Code relating to smoking and vaping on or around the Beach Park, Wharf, or Pier

10. [Approve a Professional Services Agreement \(PSA\) with Milner-Villa Engineers for Additional Engineering and Temporary Staffing Services](#)

D. Villafana, Director of Public Works

Recommendation: Authorize the City Manager to execute the Milner-Villa Professional Services Agreement in the amount not-to-exceed \$150,000 for additional Engineering and temporary staffing services.

CONSENT CALENDAR ROLL CALL VOTE

PUBLIC HEARINGS - NONE

BUSINESS ITEMS

City Manager's Department

11. [Voting Delegate Direction on Resolution for the 2020 League of California Cities Annual Conference](#)

K. Buxkemper, City Clerk

Recommendation: Review the League of California Cities proposed resolution and information packet and provide any desired direction to the voting delegate and/or alternates:

1. This direction could include consensus to support or oppose the proposed resolution; or

2. Authorize the City's voting delegate to consider all information provided at the General Assembly and vote in the manner they believe is in the best interest of the City and State as a whole; or
3. Receive and file this report with no direction given to voting delegate.

ROLL CALL VOTE

12. [Red Mule Purchase and Sale Agreement and Related Resolution Adoption](#)

B. Conners, City Manager

Recommendation:

1. Approve and authorize the Mayor to execute the First Amended Purchase & Sale Agreement with Red Mule LLC; and
2. Approve a Resolution authorizing the sale of the property located at 700 E. Port Hueneme Road to Red Mule, LLC, and execution of a First Amendment Purchase and Sale Agreement For same.

ROLL CALL VOTE

13. [City Manager Verbal Report the Heroes, History, and Heritage Policy Adoption](#)

B. Conners, City Manager

Recommendation: For City Council to receive and file a verbal report from City Manager Conners clarifying the Citizen Advisory Commission's recommendation on the Heroes, History, and Heritage Policy from their meeting of August 12, 2020. Following the report, by majority vote of the Council, recommend the following:

1. Direct staff to call a special meeting of the Citizen Advisory Commission for a revote on the Heroes, History and Heritage Policy; or
2. Determine that the majority vote (3-2) of the Citizen Advisory Commission on August 12, 2020, and the unanimous vote of the City Council on September 8, 2020 to be the final action for the policy adoption.

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, October 5, 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

www.PortHuenemeEmergency.org