



# City of Port Hueneme

## City Council Regular Meeting Agenda

**October 19, 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 October 19, 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](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** Councilmember Rollins

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

[City Council Agenda Approval](#)

*Recommendation:* Approve the City Council Agenda of October 19, 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. [Capital Improvement Projects Update](#)  
B. Conners, City Manager
2. [Engie Projects Update](#)  
G. Basua, Housing Programs Manager

## 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.**

3. [Approve Minutes of the City Council for the Regular Meeting of October 5, 2020](#)

K. Buxkemper, City Clerk

*Recommendation:* Approve the minutes.

4. [Receive and File the Finance Cash Disbursements for September 30, 2020 through October 13, 2020](#)

K. McDonald, Director of Finance

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

5. [2020 Biennial Review of the Conflict of Interest Code for the City of Port Hueneme and City Agencies](#)

K. Buxkemper, City Clerk

*Recommendation:*

1. Adopt a Resolution of the City Council of the City of Port Hueneme Amending the Conflict of Interest Code of the City of Port Hueneme and City Agencies
2. Authorize the City Manager to sign and submit the attached 2020 Local Agency Biennial Notice for the Conflict of Interest Code of the City of Port Hueneme, Housing Authority, Successor Agency Oversight Board, and Surplus Property Authority

## CONSENT CALENDAR ROLL CALL VOTE

### PUBLIC HEARINGS

6. [Planned Development/Conditional Use Permit No. PHCU-869 for Cottage Urgent Care Clinic \(563 B and C, West Channel Islands Blvd\)](#)

T. Stewart, Community Development Director

*Recommendation:*

1. Open the public hearing and accept all public testimony, and
2. Continue the public hearing for a date certain of the November 2, 2020 City Council regular meeting.

### ROLL CALL VOTE

### BUSINESS ITEMS

#### *Administration Department*

7. [Grand Jury Response – Cybersecurity Strategies for Cities in Ventura County](#)

A. Wedemeyer, Information Technology Manager

*Recommendation:* For the City Council to authorize the Mayor to execute the response to the Ventura Grand Jury Report on *Cybersecurity Strategies for Cities in Ventura County*.

### ROLL CALL VOTE

8. [Brown Act \(Gov. Code Code §§ 54950 et seq.\) Overview and Agenda Setting](#)

K. Spaulding, Deputy City Attorney

*Recommendation:* For the City Council to review the materials provided herein for the purpose of discussion and directing staff to prepare and/or adopt a Council Policy and

Procedures Manual or a policy relating to the agendaing of items of importance to the City Council, individual Council Members, and/or members of the public.

## **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, November 2, 2020, to be broadcasted at 6:30 p.m. from the City Hall Council Chamber.

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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

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](mailto: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](http://www.PortHuenemeEmergency.org)