



# City of Port Hueneme

## City Council Regular Meeting Agenda

**December 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](mailto:kbuxkemper@ci.port-hueneme.ca.us) and must be received by 5:00p.m. on December 7, 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 Gama

**ROLL CALL** Council Members Hernandez, Martinez, Perez; Mayor Pro Tem Rollins; and Mayor Gama

**CLOSED SESSION REPORT**

**INSPIRATION** Councilmember Hernandez

**AGENDA APPROVAL FOR CITY COUNCIL**

[City Council Agenda Approval](#)

*Recommendation:* Approve the City Council Agenda of December 21, 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. [COVID-19 and Community Business 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.**

2. [Approve Minutes of the City Council for the Regular Meeting of December 7, 2020](#)

K. Buxkemper, City Clerk

*Recommendation:* Approve the minutes.

3. [Receive and File the Finance Cash Disbursements for December 3 through December 14, 2020](#)

K. McDonald, Director of Finance

*Recommendation:* Receive and file the disbursements.

4. [Continuation of On-Call Building and Safety Consultant Contracts](#)

T. Stewart, Community Development Director

*Recommendation:* Authorize a three-year extension of contracts with Annealta Group, CSG Consultants, Inc. and Charles Abbott Associates, Inc. for on-call Building and Safety services.

## CONSENT CALENDAR ROLL CALL VOTE

## PUBLIC HEARINGS

5. [Planned Development/Conditional Use Permit No. PHCU-883 and Development Agreement No. PHDA-884 Channel Bay, LLC Cannabis Dispensary \(2875 N. Ventura Road, Suites 1-5\)](#)

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-883 (Channel Bay, LLC Cannabis Dispensary); 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 Channel Bay, 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

6. [Adoption of Resolution Updating the Master Fee Schedule](#)

C. Peretz, Deputy City Manager

*Recommendation:* Adopt a Resolution updating the Master Fee Schedule.

## ROLL CALL VOTE

7. [Professional Services Agreement \(PSA\) with Michael K. Nunley and Associates \(MKN\) for Preparation of the 2020 City of Port Hueneme's Urban Water Management Plan](#)

D. Villafana, Public Works Director

*Recommendation:* Authorize the City Manager to execute the PSA in the amount not-to-exceed \$51,802 with Michael K Nunley & Associates (MKN).

### **ROLL CALL VOTE**

8. [Red Curb Policy](#)  
D. Villafana, Public Works Director

*Recommendation:* Received and file the report.

### **ROLL CALL VOTE**

9. [Approve Subaward Agreement for Ventura County COVID-19 Cities Assistance Program and Adopt a Resolution Authorizing the City to Execute the Agreement](#)  
K. McDonald, Finance Director

*Recommendation:* Approve subrecipient agreement for the Ventura County COVID-19 Cities Assistance Program, authorize the City Manager and staff to sign all required documents related to the agreement and approve the resolution authorizing the execution of the subaward agreement.

### **ROLL CALL VOTE**

10. [City/Port Community Benefit Fund Project Determination](#)  
B. Conners, City Manager

*Recommendation:* The City Council will review the City-Port Standing Committee Community Benefit Fund project recommendations from 17 November, 2020 meeting. Then:

1. Approve seven (7) City-Port Standing Committee recommended Community Benefit Projects valued at \$85,000. This amount represents the remaining unincumbered balance for all program years.
2. Consider, recommend, nominate future Community Benefit Fund projects either as back up projects for FY 2019-2020 projects currently under execution or for future fund programming.

### **ROLL CALL VOTE**

11. [Exclusive Negotiating Agreement between City and Oxnard Harbor District for 100 Ponoma \(Market Street\)](#)  
B. Conners, City Manager

*Recommendation:* Approve and authorize the Mayor and City Manager to execute and deliver an exclusive negotiating agreement (“ENA”), in the form attached hereto, Oxnard Harbor District with respect to purchase and sale negotiations for the property commonly identified as 100 Ponoma Street, Port Hueneme (the “Property”).

### **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 put forth any comments in regards to community events. **All request items to be placed on future agendas will require a motion, a second, and a majority vote per adopted Council policies.**

**Mayor Gama:** 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)

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

**Councilmember 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)

**Councilmember Martinez:** TBD at the 1/19/2021 City Council Meeting

**Councilmember Perez:** TBD at the 1/19/2021 City Council Meeting

## **ADJOURNMENT**

The City Council will adjourn to the regular meeting of Wednesday, January 13, 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

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)