



City of Port Hueneme

City Council Regular Meeting Agenda Addendum

February 16, 2021

**Port Hueneme City Hall: 250 North Ventura Road
Port Hueneme, CA 93041 (Broadcast Live)**

5:30 p.m. Closed Session | 6:30 p.m. Regular Meeting

6:30 P.M. CITY COUNCIL REGULAR MEETING AGENDA ADDENDUM

Public Works Department

BUSINESS ITEMS

7. [Approval of Electrical Instrumentation Technician II Position](#)

D. Villafana, Public Works Director

Addendum adds the finalized staff report and attachment applicable to this report.

Recommendation:

1. Approve one new position in the Water Division: Electrical Instrumentation Technician (EIT) II.
2. Amend the FY 2020-2021 Operating Budget to include the EIT II position with an annual cost of \$126,617 for salary and benefits.

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

AFFIDAVIT OF POSTING

I, Kristy Buxkemper, City Clerk of the City Port Hueneme, do hereby affirm that the foregoing agenda addendum was posted at City Hall on February 12, 2021 at 10:18 a.m.

Kristy Buxkemper
City Clerk



City of Port Hueneme

City Council Regular Meeting Agenda

February 16, 2021

**Port Hueneme City Hall: 250 North Ventura Road
Port Hueneme, CA 93041 (Broadcast Live)**

5:30 p.m. Closed Session | 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 February 16, 2021 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*

5:30 P.M. – CITY COUNCIL CLOSED SESSION AGENDA

CALL TO ORDER Mayor Gama

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

GENERAL PUBLIC COMMENT (10 Minutes)

The Council will hear closed session public comments for a maximum of 10 minutes. The Council cannot enter into a detailed discussion or take any action on comments, but may refer them to the City Manager for follow up or scheduling on a subsequent agenda for discussion. Each submitted comment must be 500 words or less.

CLOSED SESSION ITEMS

With respect to every item of business to be discussed in CLOSED SESSION, pursuant to the California Government Code:

1. CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION
Authority: Government Code Section 54956.9(d)(1)
Ronald Austin v. City of Port Hueneme – Ventura County Superior Court Case No. 56-2020-00542396-CU-WM-VTA
2. CONFERENCE WITH PROPERTY NEGOTIATORS
Authority: Government Code section 54956.8
PROPERTIES: The vacant property on the west side of Market Street, between Scott Street and Port Hueneme Road, Port Hueneme, CA (APN 206-0-091-285, -305).
AGENCY NEGOTIATORS: Brad Conners - City Manager; Charles Green - City Attorney; Kevin Spaulding – Deputy City Attorney; Steve Kinney - Consultant Kharis Navigating

NEGOTIATING PARTIES: City of Port Hueneme and Oxnard Harbor District
UNDER NEGOTIATION: Negotiate price and terms of payment

RECESS TO CLOSED SESSION

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 Perez

AGENDA APPROVAL FOR CITY COUNCIL

[City Council Agenda Approval](#)

Recommendation: Approve the City Council Agenda of February 16, 2021.

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 Update](#)
A. Salinas, Chief of Police
2. [Third-Party Delivery Fee Cap Report](#)
B. Conners, City 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 February 1, 2021](#)
K. Buxkemper, City Clerk
Recommendation: Approve the minutes.
4. [Receive and File the Finance Cash Disbursements January 26, 2021 through February 8, 2021](#)
K. McDonald, Director of Finance
Recommendation: Receive and file the disbursements.
5. [Award of Contract for Classification and Compensation Study](#)
M. Hanisco, Human Resources Manager

Recommendation: Select Ralph Anderson & Associates to prepare and conduct a Classification and Compensation Study, and authorize the City Manager to execute a contract in the amount of \$50,000, subject to review and approval of the City Attorney.

CONSENT CALENDAR ROLL CALL VOTE

PUBLIC HEARINGS

6. [Amendment to Section 5141 of the City's Municipal Code Regarding Fireworks](#)

A. Salinas, Chief of Police

Recommendation: That the City Council introduce for first reading, waiving full reading, an Ordinance of the City Council of the City of Port Hueneme, California, Amending Section 5141 of Part G of Chapter 2 of Article V of the City of Port Hueneme Municipal Code relating to Fireworks.

BUSINESS ITEMS

7. [Approval of Electrical Instrumentation Technician II Position](#)

D. Villafana, Public Works Director

This report is pending finalization and will be added by a noticed Council agenda addendum on 2/12/2021.

Recommendation:

1. Approve one new position in the Water Division: Electrical Instrumentation Technician (EIT) II
2. Amend the FY 2020-2021 Operating Budget to include the EIT II position with an annual cost of \$126,617 for salary and benefits.

ROLL CALL VOTE

COUNCIL MEMBERS' REPORTS AND COMMENTS

Council Members are appointed to various Regional Committees/Agencies/Boards and will report out on their activities with these organizations and put forth any comments in regards to community events at this time.

Mayor Gama: Animal Services Commission; Beach Erosion Authority for Clean Oceans and Nourishment (BEACON); California Joint Powers Insurance Authority (CJPIA); City-Port Standing Committee; Ventura Council of Governments (VCOG)

Mayor Pro Tem Rollins: Air Pollution Control Board; City-Port Standing Committee; Gold Coast Transit; Port Hueneme Water Agency (PHWA); Regional Defense Partnership for the 21st Century (RDP-21); Southern California Association of Governments (SCAG); Ventura County Transportation Commission (VCTC);

Councilmember Hernandez: Point Mugu Regional Airport Authority; Port Hueneme Water Agency (PHWA); Southern California Association of Governments (SCAG); Southern California Edison Advisory Committee; Ventura County Regional Energy Alliance District Board (VCREA); Ventura Regional Sanitation District (VRSD)

Councilmember Martinez: Recreation, Education, Arts, Culture in Hueneme (REACH); Sister City Committee

Councilmember Perez: Economic Development Collaborative (EDC-VC); Port Hueneme Water Agency (PHWA); Southern California Association of Governments (SCAG)

REQUEST FOR FUTURE AGENDA ITEMS

Councilmembers may request items to be placed on future agendas at this time. All requested items will require a motion, a second, and a majority vote, per adopted Council policies, to be placed on a future agenda and will be scheduled at the City Manager's discretion.

ADJOURNMENT

The City Council will adjourn to the regular meeting of Monday March 1, 2021, 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