



# City of Port Hueneme

## City Council Regular Meeting Agenda Surplus Property Authority Board Special Meeting Agenda Port Hueneme Housing Authority Board Special Meeting Agenda

May 17, 2021

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

6:00 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, the City Hall Council Chamber will be closed to the public until further notice. The following provides information to the public on how to observe and/or participate in City meetings 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 May 17, 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](http://www.PortHuenemeEmergency.org)

### 6:00 P.M. – CITY COUNCIL CLOSED SESSION AGENDA

**CALL TO ORDER** Mayor Gama

**ROLL CALL** Council Members Hernandez, Martinez, Perez; Mayor Pro Tem Rollins; 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 LABOR NEGOTIATORS  
Authority: Government Code § 54957.6  
AGENCY DESIGNATED REPRESENTATIVES: Brad Conners, City Manager and Charles Peretz, Interim Deputy City Manager  
EMPLOYEE ASSOCIATION: SEIU Service Employees International Union, Local 721

### **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 May 17, 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. [Ventura County Lodging Association Presentation](#)  
B. Tucker, VC Lodging Association
2. [Noise and Air Quality Presentation – Port of Hueneme](#)  
Port of Hueneme
3. [Public Works Department Quarterly Update](#)  
D. Villafana, Director of Public Works

## **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 May 3, 2021](#)  
K. Buxkemper, City Clerk  
*Recommendation:* Approve the minutes.
5. [Receive and File the Finance Cash Disbursements from April 27, 2021 through May 10, 2021](#)  
K. McDonald, Director of Finance  
*Recommendation:* Receive and file the disbursements.
6. [Second Reading, By Title Only, Waiving Full Reading, and Adoption of an Ordinance Amending Sections 3601 through 3611 of Chapter 7 of Article III of the Municipal Code Relating to Smoking and Vaping Regulations on City-Owned Properties and Throughout the City of Port Hueneme](#)  
C. Peretz, Deputy City Manager  
*Recommendation:* Read, by title only, waiving a full reading of the ordinance, and adopt the ordinance amending Sections 3601 through 3611 of Chapter 7 of Article III of the Municipal Code Relating to Smoking and Vaping Regulations on City-Owned Properties and Throughout the City of Port Hueneme.
7. [Citizen Advisory Commission and Transaction and Use Tax Citizens Oversight Committee Appointments](#)  
K. Buxkemper, City Clerk

*Recommendation:* Make the following appointments to the City's Advisory Bodies:

- Appoint Walter Moody to the Citizen Advisory Commission for a 4-year term

- Appoint Josue Mendez to the Transaction and Use Tax Citizens Oversight Committee for a 2-year term

8. [Adoption of a Resolution Authorizing Staff to Operate the Senior Nutrition Program in Cooperation with the County of Ventura](#)

A. Hanely, Community Services and Recreation Programs Manager

*Recommendation:* Adopt a resolution authorizing the Community Services and Recreation Programs Manager to contract with the Ventura County Area Agency on Aging to continue administering the Senior Nutrition Program in cooperation with the County of Ventura.

9. [Allocation of \\$25,808.90 to Purchase Emergency Operations Center Computer Equipment and Acceptance of \\$12,904.45 from the 2020 Emergency Management Performance Grant \(EMPG\)](#)

S. Matalon, Emergency Preparedness Manager

*Recommendation:* Authorize the allocation of \$25,808.90 from Police Department Office Equipment Account to purchase laptop computers, webcams, wireless mice, printers and a charging cart for the Emergency Operations Center; and adopt a resolution authorizing the acceptance of \$12,904.45 from the 2020 Emergency Management Performance Grant (EMPG) to fund 50% of the cost of the project.

10. [Award of Contract for City Towing Services to Platinum Towing and Payless Towing](#)

A. Salinas, Chief of Police

*Recommendation:* Award a contract to Platinum Towing and Payless Towing for city and police towing services. The term for both contracts shall begin on June 1, 2021 through June 30, 2024, with two additional one-year extensions available upon mutual consent at the discretion of the City Manager as authorized by City Council.

**CONSENT CALENDAR ROLL CALL VOTE**

**PUBLIC HEARINGS - NONE**

**BUSINESS ITEMS**

11. [Request for Additional Police Staffing](#)

A. Salinas, Chief of Police

*Recommendation:* Approve general fund allocations needed to add a full-time sworn police officer position whose sole purpose will be to address homeless issues and cannabis compliance including education and awareness.

**ROLL CALL VOTE**

**CALL TO ORDER JOINT SESSION OF THE PORT HUENEME CITY COUNCIL, THE PORT HUENEME SURPLUS PROPERTY AUTHORITY, AND THE PORT HUENEME HOUSING AUTHORITY**

**ROLL CALL SURPLUS PROPERTY AUTHORITY** Members: Hernandez, Martinez, Perez; Vice-Chair Rollins; and, Chair Gama

**ROLL CALL PORT HUENEME HOUSING AUTHORITY** Members Brown, Hernandez, Martinez, Perez; Vice-Chair Rollins; and, Chair Gama

**GENERAL PUBLIC COMMENT FOR SURPLUS PROPERTY AUTHORITY  
GENERAL PUBLIC COMMENT FOR HOUSING AUTHORITY**

The above listed agencies will hear public comments for a maximum of 10 minutes. A person may address the Boards on matters appearing on the agenda and within the Board's subject matter jurisdiction. For matters not on the Agenda, The Board Members 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.

## **BUSINESS ITEMS FOR JOINT CITY COUNCIL, SURPLUS PROPERTY AUTHORITY, AND PORT HUENEME HOUSING AUTHORITY**

### 12. [Interim Finance Director Appointment](#)

B. Conners, City Manager

#### *Recommendation:*

- Confirm the City Manager's Appointment of Inez Kiriu as Interim Director of Finance for the City, Surplus Property Authority, and the Housing Authority
- Adopt a Resolution authorizing the City Manager to execute a temporary employment agreement for Interim Director of Finance services in conformance with California Public Employees' Retirement System and state law requirements;
- Approve the terms of the temporary employment agreement with Interim Director of Finance Inez Kiriu

#### **ROLL CALL VOTE FOR CITY COUNCIL**

#### **ROLL CALL VOTE FOR PORT HUENEME SURPLUS PROPERTY AUTHORITY**

#### **ROLL CALL VOTE FOR PORT HUENEME HOUSING AUTHORITY**

## **AGENCY MEMBERS' REPORTS, COMMENTS, & REQUEST FOR FUTURE AGENDA ITEMS**

## **ADJOURNMENT OF THE SURPLUS PROPERTY AUTHORITY, AND PORT HUENEME HOUSING AUTHORITY**

The Surplus Property Authority will adjourn to the next meeting with a date yet to be determined.

The Port Hueneme Housing Authority will adjourn to the next regular meeting of June 7, 2021.

## **RECONVENE CITY COUNCIL REGULAR MEETING**

## **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 21<sup>st</sup> 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, June 7, 2021, to be a virtual meeting 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.cityofpartheneme.org](http://www.cityofpartheneme.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)