



# City of Port Hueneme

## City Council Regular Meeting Agenda

June 7, 2021

Port Hueneme City Hall: 250 North Ventura Road  
Port Hueneme, CA 93041 (Virtual Meeting 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, 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 June 7, 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)

### 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; 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 – ANTICIPATED LITIGATION  
Significant exposure to litigation exists based upon the existing facts and circumstances in accordance with Government Code section 54956.9(c)(2). These facts and circumstances arise out of a series of transactions between City of Oxnard and City of Port Hueneme relating to disputed amounts of payment for wastewater treatment services.  
Number of potential cases: (1)

### 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** Mayor Gama

## **AGENDA APPROVAL FOR CITY COUNCIL**

[City Council Agenda Approval](#)

*Recommendation:* Approve the City Council Agenda of June 7, 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. [Legal Restrictions and Consequences of Litter, Plastic, and Styrofoam](#)  
K. Spaulding, Deputy City Attorney

## **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 May 17, 2021](#)  
K. Buxkemper, City Clerk  
*Recommendation:* Approve the minutes.
4. [Receive and File the Finance Cash Disbursements from May 11, 2021 through June 2, 2021](#)  
L. Acero, Deputy Finance Manager  
*Recommendation:* Receive and file the disbursements.
5. [Authorization for Out of State Travel – Police Department Training](#)  
A. Salinas, Chief of Police  
*Recommendation:* Authorize Police Chief Andrew Salinas to attend the FBI National Academy Annual Training Conference in Orlando, Florida from July 5-10, 2021.
6. [Adoption of a Resolution for Fiscal Year 2021-2022 Budget for the List of Proposed Road Maintenance and Rehabilitation Projects for Submittal to the California Transportation Commission](#)  
D. Villafana, Director of Public Works  
*Recommendation:* Adopt a Resolution adopting a list of projects for fiscal year 2021-22 funded by SB1: The Road Repair and Accountability Act of 2017 (includes the list of proposed capital improvement projects for road maintenance and rehabilitation projects for submittal to the California Transportation Commission.)
7. [Authorization to Award a Contract to J&H Engineering General Contractors, Inc. Construction to Remove and Re-Construct the Existing Pickle Ball Courts](#)  
D. Villafana, Director of Public Works

*Recommendation:* Authorize the Public Works Director to award a contract to re-construct the existing Pickle Ball courts at Moranda Park.

## CONSENT CALENDAR ROLL CALL VOTE

### PUBLIC HEARINGS

8. [Special Use Permit No. 14-21 for the Port Hueneme Police Department and Police Explorers Car Show and Fundraising Event](#)

T. Stewart, Director of Community Development

*Recommendation:* At the conclusion of the Public Hearing, do the following:

1. Adopt a Resolution of the City Council of the City of Port Hueneme deeming a temporary event exempt from the California Environmental Quality Act and conditionally approving Special Use Permit No. 14-21 (Port Hueneme Police Department and Police Explorers Car Show and fundraising event – Located at 550 E. Surfside Drive and Oceanview Drive); and
2. Authorize the Director of Community Development to file a Notice of Exemption for the project in accordance with provisions of the California Environmental Quality Act (“CEQA”).

### ROLL CALL VOTE

9. [Ordinance Amending and Superseding Ordinance 727 and 734 Establishing Caps on Commercial Cannabis](#)

K. Spaulding, Deputy City Attorney

*Recommendation:* Introduce, for first reading, waiving reading of the full text, an Ordinance of the City Council of the City of Port Hueneme amending Article III of the Municipal Code to supersede Ordinances 727 and 734, which comprise Chapter 12, to implement various laws of the State of California by allowing medicinal and nonmedicinal and/or commercial cannabis facilities within the City subject to regulatory parameters that protect health, safety, and welfare.

### ROLL CALL VOTE

### BUSINESS ITEMS

10. [Annual Assessments for Assessment District No. 87-1, Assessment District No. 91-1, and Assessment District No. 95-3](#)

D. Villafana, Director of Public Works

*Recommendation:* Adopt the following:

1. Adopt a Resolution of the City Council of the City of Port Hueneme, California, declaring its intention to order the levy and collection of assessments for the Lighting Maintenance Assessment District No. 87-1 for the fiscal year beginning July 1, 2021, and ending June 30, 2022; and
2. Adopt a Resolution of the City Council of the City of Port Hueneme, California, declaring its intention to order the levy and collection of assessments for the Parkway and Median Assessment District No. 91-1 for the fiscal year beginning July 1, 2021, and ending June 30, 2022; and
3. Adopt a Resolution of the City Council of the City of Port Hueneme, California, declaring its intention to order the levy and collection of assessments for the Port Hueneme Drainage Maintenance Assessment District No. 95-3 for the fiscal year beginning July 1, 2021, and ending June 30, 2022.

### ROLL CALL VOTE

11. [Extension of Economic Development Consultant Contract - Kharis Navigating](#)

B. Conners, City Manager

*Recommendation:* Approve and authorize the City Manager to execute an extension of the existing contract for professional economic development services with Steve Kinney, dba Kharis Navigating, through June 30, 2022.

#### **ROLL CALL VOTE**

12. [Hueneme Beach Festival Overview and Update](#)

A. Salinas, Chief of Police

*Recommendation:*

1. Receive a report on the overview and update of the 2021 Hueneme Beach Festival to be held at Hueneme Beach Park on August 28-29, 2021; and
2. Provide comments and feedback during the presentation; and
3. Take such additional, related action that may be desirable.

#### **ROLL CALL VOTE**

13. [Adoption of Information Technology Master Plan](#)

A. Wedemeyer, IT Manager

*Recommendation:* Adopt a Resolution of the City Council of the City of Port Hueneme, California, approving and adopting the 5-Year Information Technology Master Plan (ITMP).

#### **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 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 21, 2021, to be a virtual meeting broadcast 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)