



# City of Port Hueneme

## City Council Regular Meeting Agenda

October 18, 2021

Port Hueneme City Hall: 250 North Ventura Road  
Port Hueneme, CA 93041

6:00 p.m. Closed Session | 6:30 p.m. Regular Meeting (Virtual Meeting)

**THIS MEETING WILL BE CONDUCTED PURSUANT TO THE PROVISIONS OF GOVERNMENT CODE SECTION 54953, SUBDIVISION (e) AND THE RECOMMENDATION OF THE VENTURA COUNTY PUBLIC HEALTH OFFICER ISSUED SEPTEMBER 21, 2021 (SOCIAL DISTANCING RECOMMENDATION) AS DETERMINED BY THE CITY COUNCIL ON OCTOBER 4, 2021**

*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:*

- **Meeting Zoom Link for Live Public Participation and Real Time Public Comments:**  
<https://us02web.zoom.us/j/82041419267?pwd=cUZHZ2E4VG9SZUloWnh5cGF5dHY4QT09>  
**Dial by your location: Meeting ID: 820 4141 9267 / Passcode: 405331**  
+669 900 6833 US (San Jose) +346 248 7799 US (Houston) +253 215 8782 US (Tacoma)  
+312 626 6799 US (Chicago) +929 205 6099 US (New York) +301 715 8592 US (Washington DC)
- **Meetings can also be viewed at:** <http://porthuenemeca.suiteonemedia.com/web/Home.aspx>
- **In-person (virtual) public comments may be made during the opportunities for General Public Comment during the 10-minute allotment in accordance with Government Code section 54953, subdivision (e)(2)(G)(iii). Submission of public comment may be accomplished through the raised hand function or identification to the City Clerk if made by telephone.**
- **Public comments pertaining to specific agenda items may be made in the same manner as during General Public Comment after the agenda item is announced and Staff has presented on the item. The City Council will allocate a reasonable amount of time for said comments pursuant to Government Code section 54953, subdivision (e)(2)(G)(ii).**
- **Written comments are requested to be received by 5pm and can be submitted to the City Clerk at:** [kbuxkemper@ci.port-hueneme.ca.us](mailto:kbuxkemper@ci.port-hueneme.ca.us).
- **All Public 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 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; Kevin Spaulding, 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 Pro Tem Rollins

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

**INSPIRATION** Mayor Pro Tem Rollins

**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 are requested to be received by the City Clerk by 5:00p.m. on the day of the City Council meeting to ensure they are received and considered by Council. Public comments may also be made by accessing the available meeting zoom link and providing real time comments at appropriate public comment times throughout the meeting. All written public comments should be no more than 500 words and will be part of the official record and subject to the Public Records Request Act and all live public comments should be no more than 3 minutes in length.

**CLOSED SESSION REPORT**

**AGENDA APPROVAL FOR CITY COUNCIL**

[City Council Agenda Approval](#)

*Recommendation:* Approve the City Council Agenda of October 18, 2021.

**PRESENTATIONS**

1. [Great Shake Out Presentation](#)

D. Villafana, Public Works Director

2. [Emergency Well Rehabilitation](#)

D. Villafana, Public Works Director

**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 4, 2021](#)

K. Buxkemper, City Clerk

*Recommendation:* Approve the minutes.

4. [Receive and File the Finance Cash Disbursements from September 27, 2021 through October 12, 2021](#)

L. Acero, Deputy Finance Director

*Recommendation:* Receive and file the disbursements.

5. [Authorization to Award a Contract to J&H Engineering General Contractors, Inc. to Resurface Surfside Drive from Market Street to Ventura Road](#)

D. Villafana, Public Works Director

*Recommendation:* Authorize the Public Works Director to award a contract to resurface Surfside Drive from Market Street to Ventura Road.

6. [Authorization for Out of State Travel for Property and Evidence Supervisor Frank Montelongo](#)  
A. Salinas, Chief of Police

*Recommendation:* Authorize Property and Evidence Supervisor Frank Montelongo to attend the Axon Conference in Phoenix, Arizona from November 1-3, 2021.

### **CONSENT CALENDAR ROLL CALL VOTE**

### **PUBLIC HEARINGS**

7. [Planned Development Permit No. PHPD-853, A Request to Convert a Portion of an Existing Motel \(“Surfside Motel”\) into 41 Apartment Units and Maintain Two of the Existing Motel Buildings as Motel Uses – Located at 615 E. Port Hueneme Road](#)

T. Stewart, Director of Community Development

*Recommendation:*

1. Open the public hearing to take testimonial and documentary evidence; and
2. Close the public hearing and consider the evidence; and
3. Adopt a Resolution approving Planned Development Permit No. PHPD-853 and an Affordable Housing Agreement (Surfside Motel and Apartments);
4. Take such additional, related, action that may be desirable.

### **ROLL CALL VOTE**

8. [Adopt a Resolution Granting Special Use Permit No. 22-21 for the Dar-Vida Cannabis Cultural and Sales Event](#)

T. Stewart, Director of Community Development

*Recommendation:*

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. 22-21 (Dar-Vida Cannabis Cultural and Sales Event) – Located at 550 E. Surfside 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**

### **BUSINESS ITEMS**

9. [Resolution Authorizing the City Manager, or his Designee, to Execute a 25-Year General Lease with the California State Lands Commission for Submerged Public Lands Beneath Port Hueneme Pier](#)

K. Spaulding, City Attorney

*Recommendation:* Adopt a Resolution of the City Council of the City of Port Hueneme, California, authorizing the City Manager to execute a 25-year lease between the City and the California State Lands Commission for the Land over which the Port Hueneme Pier is situated and to execute a Lease Maintenance Agreement for consideration of same.

### **ROLL CALL VOTE**

### **CITY MANAGER COMMENTS AND REPORTS**

## **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, November 1, 2021, at 6:30 p.m.

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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

\*The published agenda will contain a zoom link for live public comments and participation

\*All City meetings can be viewed live at <http://porthueneme-ca.suiteonemedia.com/web/Home.aspx>

\*Video recordings are made available online following the meeting



## 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. Requested to be received by 5pm on the meeting date
4. Written comments must be 500 words or less or 3 minutes in length during live meeting

*\*All comments are subject to the Public Records Act*

FOR ADDITIONAL INFORMATION ON COVID-19  
PLEASE VISIT

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