



City of Port Hueneme

City Council Regular Meeting Agenda Surplus Property Authority Special Meeting

January 18, 2022

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 DECEMBER 20, 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/86593824706?pwd=U3ZUZk9aWEhuY3hGN0JFejk2dUFlKZz09>
Dial by your location: Meeting ID: 865 9382 4706 / **Passcode:** 886297
+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. A reasonable amount of time will be allocated 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.
- **All public comments will be part of the official record and minutes will notate all submissions.**
- **Additional electronic meeting guidelines can be found 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

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

CALL TO ORDER Mayor Rollins

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

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; Charles Peretz, Deputy City Manager; and Kevin Spaulding, City Attorney

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 Rollins

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

INSPIRATION Mayor Rollins

CLOSED SESSION REPORT

GENERAL PUBLIC COMMENT

Members of the public may submit comments on the Agenda or that is within the subject matter jurisdiction of the City Council. Written 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 (virtual) 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.

AGENDA APPROVAL FOR CITY COUNCIL

[City Council Agenda Approval](#)

Recommendation: Approve the City Council Agenda of January 18, 2022.

PRESENTATIONS

1. [COVID-19 Update](#)

S. Matalon, Emergency Preparedness and Communications Manager

2. [Bubbling Springs Park Update](#)

D. Villafana, Public Works Director / C. Cable, Principal Engineer / RINCON Consultants

3. [Green Equipment Grants](#)

C. Cable, Principal Engineer

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. [Receive and File the Finance Cash Disbursements from December 14, 2021 through January 11, 2022](#)

L. Acero, Interim Finance Director

Recommendation: Receive and file the disbursements.

5. [Adopt Resolutions Reflecting Reported Employer Paid Member Contributions](#)

L. Acero, Interim Finance Director

Recommendation:

1. Adopt a Resolution of the City Council of the City of Port Hueneme regarding paying and reporting the value of Employer Paid Member Contributions (EPMC) for classic employees of the Unrepresented Executive Management and Management & Professional Employees Group; AND
 2. Adopt a Resolution of the City Council of the City of Port Hueneme regarding paying and reporting the value of Employer Paid Member Contributions (EPMC) for all classic Sworn and Non-Sworn employees of the Port Hueneme Police Officer Association.
6. [Approve Modifications to Existing Contract with MV Cheng & Associates for Interim Human Resources Manager Services](#)
C. Peretz, Deputy City Manager
- Recommendation:* Approve a contract modification to the services agreement with MV Cheng & Associates.
7. [Authorize an Award to J&H Engineering General Contractors, Inc. for the Hueneme Bay Alley Grind and Overlay \(Phase II\)](#)
D. Villafana, Director of Public Works
- Recommendation:* Authorize the City Manager to award a contract to J&H Engineering General Contractors, Inc. for the grind and overlay portions of eight alleys in the Hueneme Bay Community as identified in the presented plan.
8. [Authorization to Purchase Sewer and Storm Drain Cleaning Unit](#)
F. Camarillo, Deputy Public Works Director
- Recommendation:* Approve the purchase of a 2022 Vac-Con Sewer and Storm Drain combination cleaning unit, in the amount of \$486, 683.54, utilizing a cooperative purchasing agreement through Sourcewell Contract No. 101221-VAC.

CONSENT CALENDAR ROLL CALL VOTE

PUBLIC HEARINGS

9. [Special Use Permit No. 30-21 for the Dar Vida Cannabis Events](#)
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; Special Use Permit No. 30-21 (Dar Vida Cannabis Events); and
 4. Take such additional, related, action that may be desirable.

ROLL CALL VOTE

RECESS CITY COUNCIL MEETING

CALL TO ORDER THE PORT HUENEME SURPLUS PROPERTY AUTHORITY

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

BUSINESS ITEM FOR SURPLUS PROPERTY AUTHORITY

10. [Approval of Recognized Obligation Payment Schedule 22-23 and the Fiscal Year 2022-23 Successor Agency Administrative Budget \(July 1, 2022 Through June 30, 2023\)](#)
L. Acero, Interim Finance Director

Recommendation: For the Board to approve, by resolution in accordance with California Health and Safety Code (“HSC”) Section 34177, the Recognized Obligation Payment Schedule for July 1, 2022 through June 30, 2023 (“ROPS 22-23”) and the attached Fiscal Year 2022-23 Administrative Budget, both prepared pursuant to HSC Section 34177.

ROLL CALL VOTE FOR PORT HUENEME SURPLUS PROPERTY AUTHORITY

AUTHORITY MEMBERS’ REPORTS, COMMENTS, & REQUEST FOR FUTURE AGENDA ITEMS

ADJOURNMENT OF THE SURPLUS PROPERTY AUTHORITY

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

RECONVENE CITY COUNCIL REGULAR MEETING

BUSINESS ITEMS FOR CITY COUNCIL

11. [City of Port Hueneme American Rescue Plan Act Fund Employee Special Pay Allocation](#)

B. Conners, City Manager

Recommendation: The City Council will review and discuss the City of Port Hueneme American Rescue Plan Act (ARPA) Special Pay for City Employees allocation, previously approved on 1 December 2021 for \$171,000. The original proposed Staff recommendation included a standard monthly stipend of \$100 per active employee per month, with a minimum of nine months of service between March 2020 and March 2021. Council modified the recommendation and approved three different payment tiers with Sworn Police Officers receiving \$175 per month, Non-Sworn Police Department Employees receiving \$150 per month, and all other employees receiving \$100 per month. Then:

1. Take no action, which would reaffirm Council approval of 1 December 2021.
2. Modify special pay criteria, as approved by City Council, that requires a minimum of nine months of employment between March 2020 and March 2021.
3. Modify special pay tiers, as approved by City Council, that allocates three different payment tiers with Sworn Police Officers receiving \$175 per month, Non-Sworn Police Department Employees receiving \$150 per month, and all other employees receiving \$100 per month.
4. Modify both special pay tiers and special pay criteria, as approved by City Council on 1 December 2021.

ROLL CALL VOTE

12. [Request for Funding for Emergency Motel Voucher Program](#)

A. Salinas, Chief of Police

Recommendation:

1. Authorize the City Manager to approve the necessary Professional Service Agreements with one or more motel operators for the provision of motel rooms for the homeless, victims of local disasters such as residential fire, and victims of domestic violence, sexual assault, or human trafficking; and
2. Appropriate \$10,000 annually from the City’s unassigned General Fund reserves to support this program

ROLL CALL VOTE

13. [City Council Liaison Committee Appointments for 2022](#)

K. Buxkemper, City Clerk

Recommendation: Discuss, reorganize, and appoint or reappoint Councilmembers to various

committees, regional boards, and commissions for 2022.

ROLL CALL VOTE

14. [Renewal and Reconsideration of Remote Meetings Pursuant to Government Code Section 54953\(e\)](#)

K. Spaulding, City Attorney

Recommendation: It is recommended that the City Council review the information presented, engage in discussion regarding same, and determine whether remote City Council meetings will continue based on the proclaimed state of emergency issued by Governor Newsom on March 4, 2020 and by making one of the following findings:

1. The state of emergency continues to directly impact the ability of the members to meet safely in person; or
2. State or local officials continue to impose or recommend measures to promote social distancing.

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 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)

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

Councilmember 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)

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 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, February 7, 2022, at 6:30 p.m.

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

*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
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