



City of Port Hueneme

City Council Regular Meeting Agenda

February 22, 2022

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

6:30 p.m. Regular Meeting

Closed Session Immediately Following End of Regular Meeting
Virtual/Remote Meetings

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/84827027104?pwd=NGFrV3RFaEJKbGRuTjVvYUFQwQU5QQT09>
Dial by your location: Meeting ID: 848 2702 7104/ Passcode: 071083
+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

6:30 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 Pro Tem Martinez

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 February 22, 2022.

PRESENTATIONS

1. [District Attorney Family Justice Center Update](#)
E. Nasarenko, District Attorney
2. [EPS and Plastics Presentation](#)
S. Kinney, Consultant
3. [Traffic Calming and Speed Cushion Options](#)
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 Regular Meeting of February 7, 2022](#)
K. Buxkemper, City Clerk
Recommendation: Approve the regular meeting minutes.
5. [Receive and File the Finance Cash Disbursements from February 1, 2022 through February 8, 2022](#)
L. Acero, Interim Finance Director
Recommendation: Receive and file the disbursements.
6. [Authorization to Award a Two-Year Agreement with Two One-Year Options with Alexander's Contract Services, Inc. for Citywide Meter Reading Services](#)
D. Birch, General Water Manager
Recommendation: Authorize the City Manager to execute a two-year agreement with two (2) one-year options with Alexander's Contract Services, Inc., in a not-to-exceed annual amount of \$86,400 for Citywide meter reading services for the 5,800 city water meters.
7. [Authorization to Increase Purchase Order with Law Offices of Angel Ho](#)
C. Peretz, Deputy City Manager
Recommendation: Authorize an amendment to Purchase Order 18568 with the Law Offices of Angel Ho by \$11,165.

CONSENT CALENDAR ROLL CALL VOTE

PUBLIC HEARINGS

8. [Planned Development/Conditional Use Permit No. PHCU-897 and Development Agreement No. PHDA-898 for BB&SE, INC Dispensary, Located at 2667 N. Ventura 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. After considering the evidence, adopt a *Resolution* of the City Council of the City of Port Hueneme, granting approval of Conditional Use Permit No. PHCU-897 (BB & SE, Inc., Cannabis Delivery Service); and

4. Introduce, by title only waiving full reading, *an Ordinance approving and adopting a development agreement under Government Code Sections 65864 to 65869.5 and Ordinance No. 780 of the Port Hueneme Municipal Code relating to the operation of a cannabis facility for BB & SE, Inc.* (with adoption at the next regularly scheduled City Council meeting); and
5. Take such additional, related, action that may be desirable.

ROLL CALL VOTE

9. [Planned Development/Conditional Use Permit No. PHCU-899 and Development Agreement No. PHDA-900 for The Fire Garden, LLC Dispensary, Located at 2661 N. Ventura 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. After considering the evidence, adopt a *Resolution* of the City Council of the City of Port Hueneme, granting approval of Conditional Use Permit No. PHCU-899 (The Fire Garden, LLC, Cannabis Dispensary); and
4. Introduce, by title only waiving full reading, *an Ordinance approving and adopting a development agreement under Government Code Sections 65864 to 65869.5 and Ordinance No. 780 of the Port Hueneme Municipal Code relating to the operation of a cannabis facility for The Fire Garden, LLC* (with adoption to follow at the next regularly scheduled City Council meeting); and
5. Take such additional, related, action that may be desirable.

ROLL CALL VOTE

10. [Adopt Resolution Granting Special Use Permit No. 02-22 for the Port Hueneme Police Department and Police Explorers Car Show and Fundraising Events](#)
A. Salinas, Chief of Police

Recommendation:

1. Open the continued public hearing to take testimonial and documentary evidence; and
2. Close the continued public hearing and consider the evidence; and
3. Adopt a Resolution approving Special Use Permit No. 02-22 (Port Hueneme Police Department and Police Explorers Car Show and Fundraising Events); and
4. Take such additional, related, action that may be desirable.

ROLL CALL VOTE

BUSINESS ITEMS

11. [Co-Sponsorship of Ventura County NamiWalk Event](#)
C. Peretz, Deputy City Manager

Recommendation: Adopt a resolution co-sponsoring the Ventura County NAMIWalk event.

ROLL CALL VOTE

12. [Renewal and Reconsideration of Remote Meetings Pursuant to Government Code Section 54953\(e\)](#)
K. Spaulding, City Attorney

Recommendation: 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: City-Port Standing Committee; 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); 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.

RECESS REGULAR MEETING TO CITY COUNCIL CLOSED SESSION

CLOSED SESSION PUBLIC COMMENTS

CLOSED SESSION AGENDA ITEM

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

1. PUBLIC EMPLOYEE PERFORMANCE EVALUATION
Position: City Manager
Authority: Government Code Section 54957 (b)(1)

RECESS TO CLOSED SESSION

CLOSED SESSION REPORT

ADJOURNMENT

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