



City of Port Hueneme

City Council Regular Meeting Agenda

March 21, 2022

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

6:30 p.m. 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 FEBRUARY 22, 2022.

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/85001749176?pwd=VE5zTFphN0lzbmRNeGZ5RmFGUUo5dz09>
- **Dial by your location: Meeting ID:** 850 0174 9176/ **Passcode:** 217286
+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:** clerk@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 Councilmember Hernandez

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 March 21, 2022.

PRESENTATIONS

1. [Covid-19 Update](#)
S. Matalon, Public Information Officer
2. [City Name Change Process](#)
S. Kinney, Consultant

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 Regular Meeting of March 7, 2022 and Special City Council Meeting of March 3, 2022.](#)
City Clerk

Recommendation: Approve the regular and special meeting minutes.

4. [Receive and File the Finance Cash Disbursements from March 1, 2022 through March 14, 2022](#)
L. Acero, Interim Finance Director

Recommendation: Receive and file the disbursements.

5. [Authorization to Award a Contract to J & H Engineering General Contractors, Inc to Repair a Cracked Sewer Line on Ventura Road Near Surfside Drive](#)
D. Vifllafana, Director of Public Works

Recommendation: Authorize the City Manager to award a contract to J & H Engineering General Contractors, Inc. for the repair of a cracked sewer line located on Ventura Road between Surfside Drive and the railroad crossing on Ventura Road as identified in the plan attached to this staff report. Further, request that Council appropriate the money for the repair from the Wastewater reserve fund since this was not part of the CIP program.

6. [Second Reading, by Title Only, Waiving Full Reading, and Adoption of Ordinance Amending Article III of the Municipal Code to supersede Ordinance 780, which comprises 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 public health, safety and welfare.](#)
T. Stewart, Director of Community Development

Recommendation: Read, by title only, waiving a full reading of the ordinance, and adopt the proposed ordinance amending the City's medicinal and nonmedicinal cannabis business regulations to add standards for cannabis lounges.

7. [Authorization to Purchase Automated Side Loader](#)
F. Camarillo, Deputy Public Works Director

Recommendation: Approve the purchase of one (1) new Peterbilt 520 solid waste automated side loader, in the amount of \$347,021.01, and authorize staff to utilize H-GAC cooperative purchasing agreement to complete the purchase.

CONSENT CALENDAR ROLL CALL VOTE

PUBLIC HEARINGS

8. [Bubbling Springs Natural Channel Vegetation Removal Project Public Hearing to Receive Comments on the Draft IS-ND](#)

C. Cable, Principal Engineer

Recommendation: That the City Council:

1. Open the public hearing to take testimonial and documentary evidence; and
2. Close the public hearing and consider the evidence; and
3. Take such additional, related action that may be desirable

ROLL CALL VOTE

BUSINESS ITEMS

9. [2021 Annual General Plan and Housing Progress Report](#)

T. Stewart, Director of Community Development

Recommendation: Receive the information provided by staff and any public comment made on the item, and direct staff to submit the annual report to the California Department of Housing and Community Development and the Governor's Office of Planning and Research.

ROLL CALL VOTE

10. [City/Port Community Benefit Fund Update](#)

B. Conners, City Manager

Recommendation: Discuss pending \$65,000 Community Benefit Fund project recommendation "Public Art – Monument and Mural" and introduce future project recommendations for consideration. Then:

1. Approve Public Mural Community Benefit Fund allocation of \$15,000 based on initial design concept, project scope, project location, cost estimate, and project phasing. As a project that is governed by the City's *Heroes, Historic Preservation, and Cultural Heritage Policy, COPH-100-001, Section 1.1*, the final Mural project details will be determined and approved separately. The Oxnard Harbor District Board of Commissioners has already approved this allocation. And,
2. Approve Public Monument Community Benefit Fund allocation of \$50,000 based on initial design concept, project scope, project location, cost estimate, and project phasing. As a project that is governed by the City's *Heroes, Historic Preservation, and Cultural Heritage Policy, COPH-100-001, Section 1.1*, the final Monument project details will be determined and approved separately. The Oxnard Harbor District Board of Commissioners has already approved this allocation. And,
3. Consider, recommend, nominate future Community Benefit Fund projects either as back up projects for FY 2021-2022 projects or for future fund programming

ROLL CALL VOTE

11. [Amended Cannabis Implementing Resolution and Application to Cannabis Lounges](#)

T. Stewart, Director of Community Development

Recommendation: Adopt a resolution of the City Council of the City of Port Hueneme, California, establishing application requirements, minimum qualifications, locational criteria for medical and nonmedical cannabis activity pursuant to Articles III and X of the Port Hueneme Municipal Code, procedures for the annual review of development agreements pursuant to Government Code Section 65865.1, and procedures for change in ownership or transfer of an interest in cannabis businesses.

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.

ADJOURNMENT

The City Council will adjourn to the next regular meeting of the City Council of Monday, April 4, 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 Agency 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 3pm 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