



City of Port Hueneme

City Council Regular Meeting Agenda

July 18, 2022

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

5:30 p.m. Closed Session | 6:30 p.m. Regular Meeting (In-Person and Virtually)

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/81803351461?pwd=OHB1dUFaT2FLd1psNi8ra05oWUVnUT09>
Dial by your location: Meeting ID: 818 0335 1461 / **Passcode:** 825743
+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 and virtual public comments may be made during the opportunities for General Public Comment. 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 the item.**
- **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

5:30 P.M. – CITY COUNCIL CLOSED SESSION AGENDA

CALL TO ORDER

ROLL CALL Councilmembers 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

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

INSPIRATION Mayor Pro Tem Martinez

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 July 18, 2022.

PRESENTATIONS

1. [Recognition of Police Officer of the Year](#)
A. Salinas, Chief of Police
2. [Youth Recreation Programming](#)
A. Hanely, Community Services and Recreation Programs Manager

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

3. [Approve the Minutes of the City Council Regular Meeting of July 5, 2022](#)
G. Alvarez, City Clerk

Recommendation: Approve the July 5, 2022, City Council Regular Meeting Minutes.

4. [Register of Disbursements](#)
L. Acero, Deputy Finance Director

Recommendation: Receive and file the City's register of disbursements for the period of June 28, 2022 through July 10, 2022.

5. [Ventura County Continuum of Care Alliance \(CoC\) Memorandum of Understanding](#)
B. Conners, City Manager

Recommendation: Direct the City Manager to execute the Ventura County Continuum of Care (CoC) Alliance Memorandum of Understanding which formally commits the City to actively participate in CoC initiatives and programs that support reduction and elimination of problems associated with homelessness.

6. [Authorization to Award a Contract to J & H Engineering General Contractors, Inc. to Construct the Channel Islands Blvd Resurfacing Project – Phase I](#)

D. Villafana, Public Works Director

Recommendation:

1. Authorize the use of Gas Tax funds for construction of the Channel Islands Blvd Resurfacing Project – Phase 1;
2. Authorize the City Manager to execute the construction contract with J & H Engineering General Contractors, Inc in the amount of \$294,715.88; and
3. The Public Works Director will seek reimbursement of the construction cost for this project from the federal COVID Relief and Recovery Supplemental Appropriation (CRRSA) Act funds estimated at a maximum of \$300,000.

7. [Change Order to Existing Agreement with Rincon Consultants, Inc. to Provide Additional Environmental Support Services](#)

C. Cable, Principal Engineer

Recommendation:

1. Authorize a change order to the City's agreement with Rincon Consultants to provide additional services for the California Fish and Wildlife Lake (CDFW) Lake and Streambed Alteration Agreement Compliance for the Bubbling Springs Vegetation Removal Project; and
2. Appropriate \$138,913 from the Drainage Assessment, for the work associated with this change order.

8. [Authorization for Out of State Travel - Training](#)

A. Hanely, Community Services and Recreation Programs Manager

Recommendation: It is recommended that City Council authorize out of state travel for the Recreation Coordinator to attend the National Recreations and Park Association in Phoenix, AZ from September 20-22, 2022.

9. [Award of Sole Source Contract to All City Management Services for Crossing Guard Services](#)

R. Albertson, Police Commander

Recommendation: It is recommended that the City Council award a sole-source contract, per Municipal Code Section 2564(a), to All City Management Services (ACMS) for crossing guard services for the 2022-2023 school year.

10. [Authorization to Award a Contract to J & H Engineering General Contractors, Inc. to Construct Two Manhole Structures for the Port City Plaza Storm Drain Repair](#)

C. Cable, Principal Engineer

Recommendation: It is recommended that the City Council authorize the Public Works Director to award a contract to construct and install two storm drain manholes (see attached plan). It is recommended that the City Council authorize the appropriation of funds for this project.

PUBLIC HEARINGS

11. [Approval of a Coastal Development Permit for the Bubbling Springs Natural Channel Vegetation Removal Project](#)

C. Cable, Principal Engineer

Recommendation:

1. Open the public hearing to take testimonial and documentary evidence;
2. Close the public hearing and consider the evidence;
3. Adopt a resolution to approve a Coastal Development Permit (CDP) for the Bubbling Springs Natural Channel Vegetation Removal Project; and
4. Take such additional, related, action that may be desirable.

BUSINESS ITEMS

12. 2022 Annual Hueneme Hero Award

C. Peretz, Deputy City Manager

Recommendation: It is recommended that the City Council approve the application to recognize Jason Johnson as the 2022 Hueneme Hero Award recipient.

13. Amendment to the FY 2022-23 Adopted Budget

L. Acero, Finance Director

Recommendation: Approve the Amendment to the Fiscal Year 2022-23 Adopted Budget. This includes additional revenue in the amount of \$1,437,000 and appropriations of \$1,173,448 to the City's general Fund.

14. Enterprise Resource Planning (ERP) System and Professional Implementation Services

L. Acero, Finance Director

Recommendation:

1. Award and authorize the City Manager to execute the agreement with Tyler Technologies, Inc. for an enterprise resource planning (ERP) system in an amount not to exceed \$1,880,000. The ERP will provide software, hardware, data conversion, implementation and training services to replace the City's existing H.T.E System.
2. Authorize an appropriation of \$200,000 in fiscal year 2022-23 for Project management and staffing requirements during the implementation of the new system

15. City/Port Community Benefit Project Recommendations

C. Peretz, Deputy City Manager

Recommendation: It is recommended that the City Council discuss potential project nominations for funding associated with the FY 22-23 Community Benefit Fund and create a list of prioritized recommendations for consideration by the City/Port Standing Committee. a list of prioritized recommendations for consideration by the City-Port Standing Committee.

16. Large-Scale Community Events to be Planned and Coordinated Via Services Agreement with REACH

C. Peretz, Deputy City Manager

Recommendation: It is recommended that the City Council identify, prioritize and approve a list of large-scale community events to be planned and executed by REACH.

17. Request for Direction Regarding Potential Updates to the City's Landscape Design Guidelines

T. Stewart, Community Development Director

Recommendation: Provide direction to staff regarding potential updates to the City's Landscape Design Guidelines.

18. Designation of Voting Delegate and Alternate(s) for the Annual Business Meeting at the 2022 League of California Cities Annual Conference

G. Alvarez, City Clerk

Recommendation:

1. Appoint a voting delegate and up to two alternates to attend the League of California Cities Annual Conference to vote on behalf of the City Council at the Annual Business Meeting; and
2. Authorize the City Clerk to affirm Council's selection and submit the 2022 Annual Conference Voting Delegate/Alternate Form to the League of California Cities by Friday, September 2, 2022.

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 its next regular meeting scheduled for Tuesday, September 6, 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

I, Georgianna Nicole Alvarez, City Clerk of the City of Port Hueneme, do hereby affirm that the agenda was posted at least 72 hours in advance of the meeting on the City's website and near the front entrance of Port Hueneme City Hall, 250 N. Ventura Road, Port Hueneme, California, 93041, in accordance with California Government Code Section 54954.2(a).