



City of Port Hueneme

City Council Regular Meeting Agenda

Housing Authority Special Meeting Agenda

September 19, 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)

Notice and Call of a Special Meeting of the Port Hueneme Housing Authority

NOTICE IS HEREBY GIVEN that a special meeting of the Port Hueneme Housing Authority is hereby called to be held on Monday, September 19, 2022, at 6:30 p.m. in the Council Chamber located at Port Hueneme City Hall, 250 North Ventura Road, Port Hueneme, CA 93041, and virtually via Zoom (link is provided in attached agenda). Said special meeting shall be for the purpose of conducting business in accordance with the attached Agenda.

/s/Richard Rollins, Chair of the City of Port Hueneme Housing Authority

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/89827808257?pwd=RGpwa0hMaGpFQWpORmc0anVIQVVHZZ09>
Dial by your location: Meeting ID: 898 2780 8257 / Passcode: 211635
+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 5:00 pm and can be submitted to the City Clerk at: clerk@ci.port-hueneme.ca.us. Please enter "City Council Public Comment" in the Subject line.*
- *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:

A. 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: Unrepresented Executive Management and Management and Professional Employees

B. CONFERENCE WITH LABOR NEGOTIATORS

Authority: Government Code § 54957.6

AGENCY DESIGNATED REPRESENTATIVES: Brad Conners, City Manager; Charles Peretz, Deputy City Manager; Kevin Spaulding, City Attorney; and Steven M. Berliner, Special Counsel

EMPLOYEE ASSOCIATION: Port Hueneme Police Officers' Association (POA)

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 Councilmember Hernandez

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. Please enter "City Council Public Comment" in the Subject line. 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 September 19, 2022.

RECESS THE CITY COUNCIL MEETING

CALL TO ORDER THE PORT HUENEME HOUSING AUTHORITY SPECIAL MEETING

ROLL CALL Port Hueneme Housing Authority Members Brown, Blackwell, Gama, Hernandez, and Perez; Vice Chair Martinez, and Chair Rollins

HOUSING AUTHORITY PUBLIC COMMENT (10 Minutes)

Members of the public may submit comments only on scheduled items on the Agenda at this time. Written comments are requested to be received by the Authority Clerk by 5:00 p.m. on the day of the Housing Authority meeting to ensure they are received and considered by the Housing Authority. Please enter "Housing Authority Public Comment" in the Subject line 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.

HOUSING AUTHORITY CONSENT CALENDAR

1. [Minutes](#)

Recommendation: Approve the June 6, 2022, Housing Authority Regular Meeting Minutes.

2. [Register of Disbursements](#)

Recommendation: Receive and file the Port Hueneme Housing Authority's register of disbursements for the period of June 1, 2022 through September 12, 2022.

HOUSING AUTHORITY BUSINESS ITEMS

3. [Mar Vista Windows and Doors Update](#)

Recommendation: Receive and file.

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

ADJOURNMENT OF THE PORT HUENEME HOUSING AUTHORITY SPECIAL MEETING

The Port Hueneme Housing Authority will adjourn to its next regular meeting of October 3, 2022, at 6:30 p.m.

RECONVENE CITY COUNCIL REGULAR MEETING

PRESENTATIONS

4. 2022 Hueneme Heroes Proclamation Honoring Jason Johnson

5. Banana Festival Proclamation

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.

6. [Minutes](#)

Recommendation: Approve the Minutes for the September 6, 2022, City Council Regular Meeting.

7. [Register of Disbursements](#)

Recommendation: Receive and file the City's register of disbursements for the period of September 1, 2022 through September 12, 2022.

8. [2022 Conflict of Interest Code Biennial Review & Adoption](#)

Recommendation: Receive and file the 2022 Local Agency Biennial Notice for the City of Port Hueneme, Housing Authority, Successor Agency Oversight Board, and Surplus

Property Authority; and Adopt a Resolution entitled, "A Resolution of the City Council of the City of Port Hueneme, California, Amending and Adopting a Conflict of Interest Code".

9. [Adoption of City Resolution Establishing the GANN Appropriation Limit for FY 2022-23](#)

Recommendation: Adopt a resolution setting the City's Fiscal Year 2022-23 Appropriation Limit at \$15,473,092, entitled, "A Resolution of the City Council of the City of Port Hueneme, California, Adopting an Amended City Appropriations Limit for Fiscal 2022-23 in Accordance with the Provisions of Division 9 of Title 1 of the California Government Code".

10. [Professional Services Agreement \(PSA\) with MV Cheng & Associates, Inc. for ERP Staffing Resources](#)

Recommendation: Authorize the City Manager to execute the PSA in the amount not-to-exceed \$100,000.00 with MV Cheng & Associates, Inc.

11. [Contract Award for Approved CIP Project WW2204](#)

Recommendation: Approve the award of a contract to Vortex Services, LLC, in the amount of \$68,000, to rehabilitate a 200' long section of 36" x 22" deteriorated Corrugated Metal Pipe; authorize staff to utilize H-GAC cooperative purchasing agreement for completion of the work; and appropriate an additional \$20,000 from the Stormwater Program Fund.

12. [Authorization to Award a Contract to J & H Engineering General Contractors, Inc. for Surfside Drive Resurfacing \(Phase III\) from Ventura Road East to Industrial Avenue](#)

Recommendation: Authorize the Public Works Director to award a contract to resurface a section of Surfside Drive (see attached plan). It is recommended that the City Council authorize the appropriation of Gas Tax funds for this project.

13. [Authorization to Award a Contract to J & H Engineering General Contractors, Inc. for LM2201: The Bubbling Springs Channel Clearing Project](#)

Recommendation: Authorize the Public Works Director to award a contract to begin the creek clearing project (Exhibit 1).

14. [Notice of Completion for Engie Project – Contract R-3426](#)

Recommendation:

1. Accept the project entitled: Engie Services Project – Contract R-3426 as completed.
2. Authorize the City Clerk to file a Notice of Completion for the project with the Ventura County Clerk and Recorder.
3. Authorize staff to release the project retention of \$199,427.60, thirty-five (35) days after recordation of the Notice of Completion by the County Clerk and Recorder contingent upon no claims being filed on the project. No additional appropriation is required for the retention; funds were appropriated in FY 2021-2022.

PUBLIC HEARINGS

15. [Planned Development/Conditional Use Permit No. PHCU-849, MAJOR MOD. #1 and Development Agreement No. PHDA-850, Major Modification #1 - Wheelhouse Cannabis Consumption Lounge, Located at 521 W. Channel Islands Blvd., #5-6](#)

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-849, Major Mod. #1 (Wheelhouse Cannabis Consumption Lounge); 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. 784 of the Port Hueneme Municipal Code relating to the modified operation of a cannabis facility for Westside Professional Management, LLC* (with adoption to follow at the next regularly scheduled City Council meeting); and
 5. Take such additional, related, action that may be desirable.
16. [Planned Development/Conditional Use Permit No. PHCU-903 - Veterinarian Clinic, Located at 460 East Pleasant Valley Road](#)

Recommendation:

1. Open the public hearing to take testimonial and documentary evidence; and
2. Close the continued 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-903 (Veterinarian Clinic); and
4. Take such additional, related, action that may be desirable.

BUSINESS ITEMS

17. [Appointment of Ad Hoc Museum Governance Committee Members](#)

Recommendation:

1. Receive and file a summary of the museum vision charette conducted on July 25, 2022; and
2. Create an Ad Hoc Museum Governance Committee comprised of all participants of the museum visioning charette.

18. [Update to the City's Landscape Design Guidelines](#)

Recommendation:

1. Discuss, modify as necessary, and then validate the plan to complete the update to the City's Landscape Design Guidelines; and
2. Appoint one City Council Member and one alternate City Council member to the ad hoc committee to guide the project.

19. [City/Port Community Benefit Project Prioritization](#)

Recommendation: 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.

20. [Park Avenue Signage Discussion](#)

CITY MANAGER COMMENTS AND REPORTS

COUNCILMEMBERS' 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 Monday, October 3, 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).