



City of Port Hueneme

City Council Regular Meeting Agenda

February 6, 2023

**Port Hueneme City Hall
250 North Ventura Road, Port Hueneme, CA 93041
(In-Person and Virtually via Zoom)**

5:00 p.m. Closed Session | 6:30 p.m.

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/83917511301?pwd=SFgrZHZDVFJ1eW9WTUR4MXF6OHBBZz09>
Dial by your location: Meeting ID: 839 1751 1301 / Passcode: 222671
+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>
- Public comments may be submitted in person, virtually via Zoom, or written. In-person and virtual comments should be no longer than 3 minutes.
In-Person: Complete a speaker request form located at the entrance of the Council Chamber and give it to the City Clerk. Your name will be called when it is your turn to speak.
Virtually via Zoom: Access the meeting Zoom link to provide real-time (virtual) comments at appropriate public comment times throughout the meeting by using the raise hand feature.
Written: All written public comments should be no more than 500 words and are subject to the Public Records Request Act. Written comments should be submitted to the City Clerk by 5:00 p.m. on the day of the City Council meeting by email or directly to the City Clerk's Office. Email clerk@cityofporthueneme.org and enter "City Council Public Comment" in the Subject line (and agenda item number if applicable). Mail or drop off written comments to the City Clerk's Office located at 250 N. Ventura Road, Port Hueneme, CA 93041. Please clearly mark envelope with "Public Comment and meeting date".
- 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

5:00 P.M. – CITY COUNCIL CLOSED SESSION AGENDA

CALL TO ORDER

ROLL CALL

Councilmembers: Steven A. Gama, Laura D. Hernandez, Martha McQueen-Legohn; Mayor Pro Tem Misty Perez; Mayor Roberto "Bobby" Martinez

PUBLIC COMMENT (10 Minutes)

The Council will hear closed session public comments for a maximum of 10 minutes. In-person and virtual public comments should be no more than 3 minutes in length. Written comments should be no more than 500 words. Please see Agenda cover page for submission instructions.

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 REAL PROPERTY NEGOTIATORS

Authority: Government Code § 54956.8

PROPERTY: 140 Pleasant Valley Road

NEGOTIATING PARTIES: City of Port Hueneme and Larramendy Family Trust

UNDER NEGOTIATION: Price and Terms of Payment

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: SEIU Service Employees International Union, Local 721

C. PUBLIC EMPLOYEE APPOINTMENT

Authority: Government Code Section 54957 and 54954.(e)

Title: City Manager (Interim)

CONFLICT OF INTEREST DECLARATION

RECESS TO CLOSED SESSION

6:30 P.M. CITY COUNCIL REGULAR MEETING AGENDA

CALL TO ORDER / FLAG SALUTE

ROLL CALL

Councilmembers: Steven A. Gama, Laura D. Hernandez, Martha McQueen-Legohn; Mayor Pro Tem Misty Perez; Mayor Roberto “Bobby” Martinez

INSPIRATION

Given by Mayor Pro Tem Perez

CLOSED SESSION REPORT

PUBLIC COMMENT

Members of the public may submit comments for items on the Agenda or that is within the subject matter jurisdiction of the City Council. General public comments regarding items *Not* on the Agenda will be heard at this time. State law prohibits Council from taking action on any item *Not* on the Agenda. Comments regarding items on the Agenda will be heard when the item is addressed. In-person and virtual public comments should be no more than 3 minutes in length. Written comments should be no more than 500 words. Please see Agenda cover page for submission instructions.

AGENDA APPROVAL FOR CITY COUNCIL

City Council Agenda

Recommendation: Approve the City Council Agenda of February 6, 2023.

CONFLICT OF INTEREST DECLARATION

PRESENTATIONS

1. Black History Month Proclamation

CONSENT CALENDAR

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

2. [Minutes](#)

Recommendation: Approve the December 5, 2022, City Council Regular Meeting Minutes and the December 19, 2022, City Council Regular Meeting Minutes.

3. [Register of Disbursements](#)

Recommendation: Receive and file the City's register of disbursements for the period of January 11, 2023 through January 29, 2023.

4. [Treasurer's Quarterly Investment Report – December 31, 2022](#)

Recommendation: Receive and file the December 31, 2022 Treasurer's Report as presented.

5. [Tax and Fee Administration Services for Transient Occupancy Tax – Short-Term Rentals](#)

Recommendation: Authorize the City Manager to sign an agreement with Hinderliter De Llamas & Associates (HDL) for Transient Occupancy Tax (TOT) /Short Term Rental management services.

6. [Citizen Advisory Commission and Transaction and Use Tax Citizens Oversight Committee Appointments](#)

Recommendation: Confirm and approve the following appointments:
Citizen Advisory Commission (Four-year terms ending January 31, 2027)

- Councilmember Hernandez to reappoint Steven Auclair
- Councilmember McQueen-Legohn to reappoint Becky Breuning

Transaction and Use Tax Citizens Oversight Committee (Two-year terms ending January 31, 2025)

- Mayor Pro Tem Perez to appoint Randy Diaz
- Councilmember Hernandez to appoint Julia (Beth) Williams

7. [City Council Legislative Platform Policy](#)

Recommendation: City Council consider and adopt the attached Legislative Platform following incorporation of Council revisions provided on January 17, 2023.

PUBLIC HEARINGS

8. [Continued Public Hearing on Annual Development Agreement Compliance Reviews](#)

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 RESOLUTIONS DETERMINING THAT THE FOLLOWING CANNABIS DISPENSARIES ARE IN COMPLETE COMPLIANCE WITH THEIR RESPECTIVE DEVELOPMENT AGREEMENTS: EMERALD PERSPECTIVE; HARBOR MANAGEMENT GROUP, LLC; AND PORT RETAIL, LLC; and
4. Adopt RESOLUTIONS DETERMINING THAT THE FOLLOWING CANNABIS DISPENSARIES ARE IN SUBSTANTIAL COMPLIANCE WITH THEIR

- DEVELOPMENT AGREEMENTS: WESTSIDE MANAGEMENT GROUP, LLC; AND DBO INVESTMENTS PH, LLC; and
5. Adopt RESOLUTIONS DETERMINING THAT THE FOLLOWING CANNABIS DISPENSARIES ARE OUT OF COMPLIANCE WITH THEIR RESPECTIVE DEVELOPMENT AGREEMENTS: CASEO VERDE, LLC; and HUENEME PATIENT CONSUMER; and
 6. Make a determination the project is exempt under CEQA; and
 7. Take such additional, related, action that may be desirable, including determining which course of action to take regarding the three businesses who are out of compliance with their respective Development Agreements, per the options noted in the staff reports dated December 5, 2022 and February 6, 2023
9. [Adopt Resolution Granting Special Use Permit No. 01-23 for the City of Port Hueneme's 75th Anniversary Event](#)

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.01-23 (City of Port Hueneme's 75th Anniversary Event); and
4. Take such additional, related, action that maybe desirable.

BUSINESS ITEMS

10. [Ad Hoc Museum Governance Committee Appointment](#)

Recommendation: City Council discuss and consider appointment(s) to the Ad Hoc Museum Governance Committee.

11. [Temporary Snack Bar at Bubbling Springs Park](#)

Recommendation: City Council discuss the proposed temporary snack bar solutions and take such action as it deems appropriate.

12. [City Manager Recruitment Update](#)

Recommendation: City Council review the "Port Hueneme- City Manager Recruitment Framework Recommendations" by Wendi Brown Consulting Professionals Inc. and provide input & direction to staff on the City Manager Recruitment.

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 Martinez: City-Port Standing Committee; Recreation, Education, Arts, Culture in Hueneme (REACH); Sister City Committee

Mayor Pro Tem Perez: City-Port Standing Committee; Economic Development Collaborative (EDC-VC); Port Hueneme Water Agency (PHWA); Southern California Association of Governments (SCAG) – Community Economic Human Development Committee (CEHD)

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: California State University Channel Islands Site 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); SCAG - Transportation Committee

Councilmember McQueen-Legohn: Air Pollution Control Board; Gold Coast Transit; Port Hueneme Water Agency (PHWA); Regional Defense Partnership for the 21st Century (RDP-21); Ventura County Transportation Commission (VCTC)

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, February 21, 2023, 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).