



CITY OF PORT HUENEME

City Council Regular Meeting Agenda

November 20, 2023

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

6:30 PM Open Session

The following provides information to the public on how to observe and/or participate in City meetings:

- Meetings may also be viewed at: <https://porthuenemeca.suiteonemedia.com/>
- Public comments may be submitted in person or in writing.
In-Person: Complete a speaker request card 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. Public Comment is limited to minutes per speaker, unless for good cause, the Mayor amends the time limit. A speaker's time may not be transferred to another speaker.
Written: All written public comments shall be no more than 500 words and are subject to the Public Records 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.

6:30 PM CITY COUNCIL REGULAR MEETING AGENDA

CALL TO ORDER / FLAG SALUTE

ROLL CALL

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

INSPIRATION

Given by Councilmember Gama

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 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 November 20, 2023.

CONFLICT OF INTEREST DECLARATION

PRESENTATIONS

1. [Sergeant Promotions of: Mike Hamrick, Baltazar Tapia, and Rocque Lopez](#)

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 November 6, 2023, City Council Regular Meeting Minutes.
3. [Register of Disbursements](#)
Recommendation: Receive and file the City's register of disbursements for the period of October 20, 2023 through November 3, 2023.
4. [Second Reading by Title Only, Waiving Further Reading, of an Ordinance Approving the Joint Powers Agreement for Clean Power Alliance of Southern California and Authorizing the Implementation of a Community Choice Aggregation Program](#)
Recommendation:
 1. Adopt an Ordinance entitled "An Ordinance of the City Council of the City of Port Hueneme, California, approving the Joint Powers Agreement for Clean Power Alliance of Southern California and authorizing the implementation of a Community Choice Aggregation program"; and
 2. Authorize the Mayor to execute the Clean Power Alliance of Southern California Amended and Restated Joint Powers Agreement.
5. [Approval of a Change Order for Professional Services Provided by Van Dermeyden Makus Investigations Law Firm](#)
Recommendation: Authorize the City Manager to execute a change order in the amount of \$7,300, to Purchase Order 13680 with Van Dermeyden Makus, Investigations Law Firm, for a total purchase order amount not to exceed \$26,083.73.

BUSINESS ITEMS

6. [Approval of General Fund Capital Reserve Policy](#)
Recommendation: Adopt a Resolution entitled, "A Resolution of the City Council of the City of Port Hueneme, California, Adopting the General Fund Capital Reserve Policy and Authorizing an Initial Transfer of Funds at Fiscal Year 2022-23 Year End in the Amount of \$1,500,000."
7. [Discussion of Potential Revisions to Cannabis Program](#)
Recommendation: Receive the report provided by staff, take public testimony on the matter, and after doing so:
 1. Authorize staff to take steps necessary to implement the 6 items recommended to improve the City's cannabis program.
 2. Authorize the appropriation for the refund of cannabis revenue related to excise tax collected from January 1, 2021, to June 30, 2023, in the amount of \$1,120,000; and
 3. Approve staff's recommendation to standardize the calculation of gross revenue effective July 1, 2023, to allow for the exclusion of excise and sales taxes for all existing cannabis businesses.

PUBLIC HEARINGS

8. [Continued Hearing on Annual Development Agreement Compliance Review for Tradecraft Farms and Finding of Exemption from CEQA](#)

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 determining that Tradecraft Farms-Port Hueneme, LLC is in partial compliance with their Development Agreement; and
4. Make a determination the project is exempt under CEQA; and
5. 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 October 16, 2023 and November 20, 2023.

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 within these organizations and put forth any comments in regards to community events at this time.

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, December 4, 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).