



# City of Port Hueneme

## City Council Regular Meeting Agenda

**November 18, 2019**

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

**5:30 p.m. Council Closed Session | 6:30 p.m. Regular Meeting**

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

**CALL TO ORDER** Mayor Berg

**ROLL CALL** Council Members Gama, Muñoz-Schnopp, and Rollins; Mayor Pro-Tem Hernandez; and, Mayor Berg

#### **GENERAL PUBLIC COMMENT (10 Minutes)**

The Council will hear 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 speaker shall limit comments to three minutes.

#### **CLOSED SESSION ITEM**

With respect to every item of business to be discussed in CLOSED SESSION, pursuant to the California Government Code:

1. PUBLIC EMPLOYEE SELECTION PROCESS / PUBLIC EMPLOYEE APPOINTMENT  
Authority: Government Code § 54957 and Government Code § 354954.5(e)  
Position: City Manager

### **RECESS TO CLOSED SESSION**

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

**CALL TO ORDER / FLAG SALUTE** Mayor Berg

**INSPIRATION** Mayor Pro Tem Hernandez

**ROLL CALL** Council Members Gama, Muñoz-Schnopp, and Rollins; Mayor Pro-Tem Hernandez; and, Mayor Berg

### **AGENDA APPROVAL FOR CITY COUNCIL**

[City Council Agenda Approval](#)

*Recommendation:* Approve the City Council Agenda of November 18, 2019.

### **REPORT ON CITY COUNCIL CLOSED SESSION ACTION**

#### **GENERAL PUBLIC COMMENT**

Each member of the public may speak on any item appearing on the Agenda or that is within the subject matter jurisdiction of the City Council. Speakers will be allowed three minutes per Agenda item to address the Council. Members of the public who want to address the Council should fill out a speaker card located on the back table in the City Council Chamber and provide the speaker card to the City Clerk. If a speaker wishes to address an item on the Agenda please note the Agenda item number or topic on the speaker card to ensure that you are called to speak before the Council takes action on the

Agenda item. All speakers wishing to address the Council on items not on the Agenda will be called on to speak during the Open Forum portion of the Agenda.

## PRESENTATIONS - NONE

### 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.**

1. [Approve Minutes of the City Council Regular Meeting of November 4, 2019](#)

K. Buxkemper, City Clerk

*Recommendation:* Approve the minutes.

2. [Approve Finance Cash Disbursements for October 26, 2019 through November 8, 2019](#)

K. McDonald, Director of Finance

*Recommendation:* Ratify the disbursements.

### CONSENT CALENDAR ROLL CALL VOTE

#### PUBLIC HEARINGS

3. [Planned Development / Conditional Use Permit No. PHCU-858 and Development Agreement No. PHDA-859 Port Hueneme Organic Team, Inc. Microbusiness \(Located 475 W. Channel Islands Boulevard\)](#)

T. Stewart, Director of Community Development

*Recommendation:* It is recommended 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. 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-858 (Port Hueneme Organics Team, Inc. Cannabis Microbusiness)*; 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. 727 and Ordinance No. 734 of the Port Hueneme Municipal Code relating to the operation of a cannabis facility for Port Hueneme Organic Team, Inc. (with adoption to follow at the next regularly scheduled City Council meeting)*; and
5. Take such additional, related, action that may be desirable.

#### ROLL CALL VOTE

4. [Sidewalk Liability and Recovery of Cost Ordinance](#)

K. Spaulding, Deputy City Attorney

*Recommendation:* It is recommended 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. Introduce, for first reading by title only, waiving the reading of the full text, an *Ordinance of the City Council of the City of Port Hueneme, California, Adding Article VI, Chapter 1, Part A, Sections 6011.1 through 6011.2 of the Municipal Code of the City of Port Hueneme imposing liability on owners of property for repairs, cleaning, and maintenance of sidewalks and driveways and providing for recovery of public works maintenance costs*

*pursuant to a lien in accordance with California Streets & Highways Code Sections 5610 Et Seq.*

## **ROLL CALL VOTE**

### **CITY COUNCIL BUSINESS ITEMS**

#### ***Community Development Department***

5. [Introduce Ordinance to Adopt 2019 Editions of the California Building Standards Code](#)

T. Stewart, Director of Community Development

*Recommendation:*

1. Introduce for first reading by title only, waiving full reading, an Ordinance adopting by reference the 2019 Editions of the California Building Standard Code ("CBSC") for the City of Port Hueneme, specifically titled:  
*Amending Article VIII, Building Regulations, of the Port Hueneme Municipal Code incorporating the California Building Standards Code by reference as follows: (1) California Building Code with Appendices C, I and J, California Residential Building Code with Appendix H, and California Green Building Standards Code, 2019 Editions; (2) California Electrical Code, 2019 Edition; (3) California Plumbing Code, 2019 Edition; (4) California Mechanical Code, 2019 Edition; (5) California Building Standards Administrative Code, 2019 Edition; (6) California Energy Code, 2019 Edition; (7) California Existing Building Code, 2019 Edition; (8) International Property Maintenance Code, 2018 Edition; (9) Gypsum Association Fire Resistive Design Manual, Twenty-First Edition, GA-600-15; and (10) Making Miscellaneous revisions to Article VIII, Building Regulations, to provide consistency with the California Building Standards Code; and*
2. Schedule a public hearing for the City Council's December 2, 2019 meeting to consider adoption of the proposed Ordinance; and
3. Designate the City Clerk to publish a summary of the proposed Ordinance at least five days before the City Council meeting at which the proposed Ordinance is to be considered for adoption.

## **ROLL CALL**

6. [Annual Beach Parking Permits](#)

T. Stewart, Director of Community Development

*Recommendation: Adopt a Resolution of the City Council of the City of Port Hueneme, California, amending the fee structure for annual beach parking permit rates.*

## **ROLL CALL**

#### ***Finance Department and Capital Improvement Project Budget Items***

7. [2019-20 and 2020-21 Capital Improvement Projects and One-Time Expenditures Budget Workshop and Adoption of the Annual Capital Improvement Projects Budget for Fiscal Year 2019-20 and 2020-21](#)

R. Butler, City Manager / K. McDonald, Finance Director

*Recommendation:*

1. Review the proposed Fiscal Year Capital Improvements Projects (CIP) and one-time expenditures for the 2019-20 and 2020-21 budget and conduct a CIP Budget Workshop; and

2. Waive further reading and adopt a *Resolution of the City Council of the City of Port Hueneme, California, adopting the Capital Improvement Projects Budget for Fiscal Years 2019-20 and 2020-21.*

### **ROLL CALL**

8. [2019-20 and 2020-21 Moranda Park Capital Improvement Projects and One-Time Expenditures Budget Workshop and Adoption of the Moranda Park Capital Improvement Projects Budget for Fiscal Year 2019-20 and 2020-21](#)

R. Butler, City Manager / K. McDonald, Finance Director

#### *Recommendation:*

1. Review the proposed Moranda Park Fiscal Year Capital Improvements Projects (CIP) and one-time expenditures for the 2019-20 and 2020-21 budget and conduct a Moranda Park Capital Improvement Projects Budget Workshop; and
2. Waive further reading and adopt a *Resolution of the City Council of the City of Port Hueneme, California, adopting the Moranda Park Capital Improvement Projects Budget for Fiscal Years 2019-20 and 2020-21.*

### **ROLL CALL**

9. [Contract with MIG, Inc., to Update the Parks, Recreation & Community Services Master Plan](#)

T. Stewart, Director of Community Development

*Recommendation:* Approve and authorize the City Manager to execute a contract with MIG, Inc., to update the City's Parks, Recreation & Community Services Master Plan.

### **ROLL CALL**

#### ***City Manager***

10. [Contract with Kupiec Architect PC to Conduct a Needs Assessment for the Orvene Carpenter Community Center](#)

[R. Butler, City Manager](#)

*Recommendation:* Approve and authorize the City Manager to execute a contract with Kupiec Architects PC to conduct a Needs Assessment on the Orvene Carpenter Community Center.

### **ROLL CALL**

11. [Extension of Economic Development Consultant Contract with Steven Kinney \(dba Kharis Navigating\)](#)

R. Butler, City Manager

*Recommendation:* Approve and authorize the City Manager to execute an extension of the existing contract for professional economic development services with Steven Kinney, dba Kharis Navigating, through June 30, 2020.

### **ROLL CALL**

12. [Adopt a Resolution Approving Sterling National Bank Lease/Purchase Agreement and Related Documents for Energy Savings Contract](#)

R. Butler, City Manager

*Recommendation: Adopt a Resolution of the City Council of the City of Port Hueneme, California, authorizing the City Manager to enter into an equipment lease/purchase agreement between the City of Port Hueneme and Sterling National Bank.*

**ROLL CALL VOTE**

**13. [2020 City Council Meeting Calendar](#)**

R. Butler, City Manager / K. Buxkemper, City Clerk

*Recommendation: Approve the proposed 2020 City Council Meeting schedule.*

**ROLL CALL VOTE**

**COUNCIL MEMBERS' REPORTS, COMMENTS, AND REQUEST FOR FUTURE AGENDA ITEMS**

Council Members are appointed to various Regional Committees/Agencies/Boards and will report out on their activities with these organizations at this time, as well as request items to be placed on future agendas and put forth any comments in regards to community events.

**Mayor Berg:** City-Port Standing Committee; EDC-VC; Gold Coast Transit; Regional Defense Partnership for the 21st Century (RDP-21); Ventura County Transportation Commission (VCTC); Southern California Association of Governments (SCAG)

**Mayor Pro-Tem Hernandez:** City-Port Standing Committee, Port Hueneme Water Agency (PHWA); Ventura County Regional Energy Alliance District Board (VCREA); Ventura Regional Sanitation District (VRSD)

**Council Member Gama:** Animal Services Commission; Beach Erosion Authority for Clean Oceans and Nourishment (BEACON)

**Council Member Muñoz-Schnopp:** California Joint Powers Insurance Authority (CJPIA); Point Mugu Regional Airport Authority; Port Hueneme Water Agency (PHWA); Ventura Council of Governments (VCOG)

**Council Member Rollins:** Port Hueneme Water Agency (PHWA); Recreation, Education, Arts, Culture in Hueneme (REACH); Air Pollution Control Board

**PUBLIC COMMENT CONTINUATION**

The Council will allow a continuation of public comments, if necessary, due to exceeding the total time allotted in the earlier Open Forum section

**ADJOURNMENT**

The City Council will adjourn to the regular meeting of December 2, 2019, to be held at 6:30 p.m. in the City Hall Council Chamber.

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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](http://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

**AFFIDAVIT OF POSTING**

I, Kristy Buxkemper, City Clerk of the City Port Hueneme, do hereby affirm that the foregoing agenda was posted at City Hall on November \_\_\_\_, 2019, at \_\_\_\_ p.m.

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Kristy Buxkemper  
City Clerk