



City of Port Hueneme

City Council Regular Meeting Minutes Housing Authority Regular Meeting

FEBRUARY 4, 2019

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

4:00 p.m. Council Workshop | 5:30 p.m. Council Closed Session | 6:30 p.m. Regular Meetings

4:00 p.m. Council Workshop

The meeting convened at 4:05 p.m. noting the absence of Council Member Munoz-Schnopp and Gama (arrived 4:06 p.m.).

Roll Call: Council Members Gama, Munoz-Schnopp, and Rollins; Mayor Pro Tem Hernandez; and, Mayor Berg

W1. Lifeguard Services Program

Deputy City Manager Le and Linda Kegerreis, consultant, presented a Power Point presentation on the current Lifeguard Program, it's challenges, recommendations for re-structuring and enhancing the program, alternative solutions and fiscal impacts and responded to questions from Council.

The workshop adjourned at 5:23 p.m.

5:30 p.m. Council Closed Session

The meeting was called to order at: 5:30 p.m.

Roll Call: Council Members Gama, Munoz-Schnopp (absent arrived 5:34), and Rollins; Mayor Pro- Tem Hernandez; and, Mayor Berg

Public Comment (10 Minutes):

Appearing to speak were: none.

Assistant City Attorney Spaulding listed the items to be discussed in Closed Session.

CS1. CONFERENCE WITH LEGAL COUNSEL - ANTICIPATED LITIGATION

Authority: Government Code § 54956.9(d)(4))

Based on existing facts and circumstances, the City Council is meeting to decide whether to initiate litigation. Number of potential cases: One (1)

CS2. CONFERENCE WITH LABOR NEGOTIATORS

Authority: Government Code § 54957.6

AGENCY DESIGNATED REPRESENTATIVES: Steven M. Berliner, Special Counsel; Edward Raya, RGS HR Consultant; and Ken McDonald, Finance Director

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

Recess to Closed Session – The meeting recessed to Closed Session at: 5:31 p.m.

6:30 p.m. Council Regular Meeting Agenda

The meeting reconvened in Open Session at 6:30 p.m.

Reconvene/Flag Salute - Mayor Pro Tem Hernandez led the Flag Salute.

Inspiration – Mayor Berg provided the inspiration.

Roll Call: Council Members Gama, Munoz-Schnopp, and Rollins; Mayor Pro Tem Hernandez; and, Mayor Berg

1. Agenda - Approval of Agenda

It was moved by Council Member Munoz-Schnopp, seconded by Mayor Pro-Tem Hernandez, and unanimously carried to approve the agenda of February 4, 2019.

2. Announcement of Closed Session Action – Assistant City Attorney Spaulding reported that the Council authorized staff to initiate litigation on Item No. 1 with details being available after it has been filed; and, that Council would recess to continue Item No. 2, immediately following the conclusion of Open Session business.

3. Presentation

A. Proclamation in Recognition of Retirement- Jesse Ramirez

Mayor Berg presented the Proclamation.

Housing Authority Meeting – the City Council recessed to conduct the Business of the Housing Authority at 6:45 p.m.

Reconvene the City Council meeting – the City Council reconvened at: 7:08 p.m.

4. Public Comment (30 Minutes)

Appearing to speak were: Becky Brunning, Amanda Faigan, Sandra Briggs.

5. Consent Agenda

It was moved by Council Member Munoz-Schnopp, seconded by Mayor Pro-Tem Hernandez, and unanimously carried, to approve the Consent Calendar.

A. Minutes of the Regular meeting of December 3, 2018 – approved.

B. Finance- Cash Disbursement 12/2018 & 1/2019 – approved.

C. Second Reading – waive further reading and adopt AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF PORT HUENEME 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 [TRADECRAFT FARMS - PORT HUENEME, LLC, DBA "TRADECRAFT"] – adopted the Ordinance.

Ordinance No. 751

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF PORT HUENEME 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 [TRADECRAFT FARMS - PORT HUENEME, LLC, DBA "TRADECRAFT"]

D. City Council Meeting Schedule Amendment – approved the amendment to the meeting schedule for 2019.

6. City Manager Reports

A. Amending the City Clerk Job Classification Specifications

City Manager Butler presented the staff report and responded to questions from the Council.

It was moved by Council Member Munoz-Schnopp, seconded by Mayor Pro-Tem Hernandez, and unanimously carried, to approve the amended classification specifications for City Clerk.

B. Restructured and Enhanced Lifeguard Program

City Manager Butler provided a brief introduction of the workshop and introduced Deputy City Manager Le who provided the report and responded to questions from the Council.

It was moved by Council Member Munoz-Schnopp, seconded by Mayor Pro-Tem Hernandez, and unanimously carried, to approve a Program restructure; and, appropriate funds from the General Fund effective Fiscal Year 2018/19 including the following:

- a. Approve and authorize one new full-time position classified as Recreation and Ocean Safety Supervisor with compensation range of \$60,028 – \$78,041 and placed into unrepresented management unit.
- b. Approve and authorize additional annual expense funding for uniforms, cellphones, and a portable toilet/shower/locker room for lifeguard staff in the amount of \$20,200 plus a one-time purchase of radios costing \$5,000.

- c. Approve and authorize additional capital expense to repair and renovate the lifeguard staff facility and the beach towers up to \$65,000 over the next 3 fiscal years; beginning in Fiscal Year 2018/19.
- d. Approve and adopt four new job classifications plus approve revisions and name changes to existing classifications and job descriptions as outlined below.

Current Position	Proposed Titles	Attachment
does not exist currently	Recreation and Ocean Safety Supervisor (NEW)	1
Head Lifeguard	Senior/Lead Lifeguard; plus edits to job description	2
Assistant Head Lifeguard	Assistant Lead Lifeguard; plus edits job description	3
Ocean Lifeguard	No Title Change; edits to job description only	4
does not exist currently	Junior Lifeguard Program Coordinator (NEW)	5
does not exist currently	Assistant Jr. Lifeguard Program Coordinator (NFW)	6
does not exist currently	Junior Lifeguard Program Instructor (NEW)	7

- 2. and, authorized the City Manager to begin program restructuring immediately, to permit prompt and effective recruitment efforts and initiation of other necessary steps with the goal that all changes for FY 2018/2019 will be in place prior to the 2019 summer beach season.

C. New Indy Plant/Water Treatment Plant Odor Update – verbal report.

City Manager Butler introduced the item and Assistant City Attorney Spaulding who provided the report and responded to questions from the Council.

7. Council Members’ Reports, Comments, and Requests for Future Agenda Items

Council Member Gamma reported that the Council attended the New Council & Mayors conference put on by the League of California Cities.

Council Member Rollins reported the attended mandated trainings on ethics and harassment.

Mayor Pro-Tem Hernandez noted they attended sessions on various topics.

Mayor Berg noted that he attended for the New Mayors’ training.

Council Member Munoz-Schnopp requested an update on the sand replenishment be placed on the next agenda.

Mayor Pro-Tem Hernandez noted that February is Black History month and asked that the meeting be adjourned in honor of it.

Mayor Berg noted that budget season is coming up and requested a current revenue projection.

8. Continuation of Open Forum

Appearing to speak were: none.

The meeting recessed at 7:43 p.m. to continue Closed Session Item No. 2 and reconvened with all Members present at 8:58 p.m.

Assistant City Attorney Spaulding reported that no reportable action.

Adjournment

The meeting adjourned at 8:58 p.m. to the Regular meeting of Tuesday, February 19, 2019, to be held at 5:30 p.m. in the City Hall Council Chambers.



Will Berg
Mayor



Susan M. Domen, MMC
City Clerk

