



City of Port Hueneme

City Council Regular Meeting Minutes Surplus Property Authority Special Meeting Minutes

January 18, 2022

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

6:00 p.m. Closed Session | 6:30 p.m. Regular Meeting (Virtual Meeting)

THIS MEETING WAS CONDUCTED PURSUANT TO THE PROVISIONS OF GOVERNMENT CODE SECTION 54953, SUBDIVISION (e) AND THE RECOMMENDATION OF THE VENTURA COUNTY PUBLIC HEALTH OFFICER ISSUED SEPTEMBER 21, 2021 (SOCIAL DISTANCING RECOMMENDATION) AS DETERMINED BY THE CITY COUNCIL ON DECEMBER 20, 2021

In order to minimize the spread of the COVID-19 virus, the City Hall Council Chamber will be closed to the public until further notice. 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/86593824706?pwd=U3ZUZk9aWEhuY3hGN0JFejk2dUFGZz09>
Dial by your location: Meeting ID: 865 9382 4706 / Passcode: 886297
+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 (virtual) public comments may be made during the opportunities for General Public Comment during the 10-minute allotment in accordance with Government Code section 54953, subdivision (e)((2)((G)(iii)). 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 on the item. A reasonable amount of time will be allocated for said comments pursuant to Government Code section 54953, subdivision (e)(2)(G)(ii).
- Written comments are requested to be received by 5pm and can be submitted to the City Clerk at: kbuxkemper@ci.port-hueneme.ca.us.
- 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

6:00 P.M. – CITY COUNCIL CLOSED SESSION AGENDA

CALL TO ORDER Mayor Rollins called the closed session meeting to order at 6:00 p.m.

ROLL CALL

Present: Council Members Gama, Hernandez, Perez; Mayor Pro Tem Martinez; and Mayor Rollins
Absent: None

GENERAL PUBLIC COMMENT

Closed session public comments were provided by the following:

- Daniel Carrillo
- Jessica Cerda

CLOSED SESSION ITEMS

City Attorney Kevin Spaulding read the closed session item into the record.

1. 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: SEIU Service Employees International Union, Local 721

RECESS TO CLOSED SESSION Mayor Rollins recessed to the closed session meeting at 6:10 p.m.

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

CALL TO ORDER / FLAG SALUTE Mayor Rollins called the meeting to order at 6:40 p.m. and led the flag salute.

ROLL CALL

Present: Council Members Gama, Hernandez, Perez; Mayor Pro Tem Martinez; Mayor Rollins

Absent: None

INSPIRATION Mayor Rollins provided the inspiration.

CLOSED SESSION REPORT City Attorney Kevin Spaulding provided the closed session report indicating no reportable action.

GENERAL PUBLIC COMMENT

Public Comments were provided by the following:

- Steven Gama

AGENDA APPROVAL FOR CITY COUNCIL

[City Council Agenda Approval](#)

A motion was made by Councilmember Hernandez, seconded by Councilmember Perez and passed unanimously to approve the City Council Agenda of January 18, 2022.

PRESENTATIONS

1. [COVID-19 Update](#)
Emergency Preparedness and Communications Manager Scott Matalon provided a comprehensive COVID-19 update and answered questions from the City Council.
2. [Bubbling Springs Park Update](#)
RINCON Consultant Eric Schaad provided a comprehensive Bubbling Springs Park update and answered questions from the City Council.
3. [Green Equipment Grants](#)
Principal Engineer Charles Cable presented a report regarding green and zero emission equipment, new regulations, and opportunities for rebates, grants and incentives.

CONSENT CALENDAR AGENDA

The Mayor read the titles of the items on the Consent Calendar prior to the motion.

4. [Received and Filed the Finance Cash Disbursements from December 14, 2021 through January 11, 2022](#)
5. ~~[Resolutions Reflecting Reported Employer Paid Member Contributions](#)~~
This item was pulled from the consent calendar for further discussion and no action was taken during the consent calendar roll call vote.
6. ~~[Modifications to Existing Contract with MV Cheng & Associates for Interim Human Resources Manager Services](#)~~

This item was pulled from the consent calendar for further discussion and no action was taken during the consent calendar roll call vote.

7. [Authorized an Award to J&H Engineering General Contractors, Inc. for the Hueneme Bay Alley Grind and Overlay \(Phase II\)](#)
8. [Authorized the Purchase of a 2022 Vac-Con Sewer and Storm Drain Combination Cleaning Unit in the Amount of \\$486,683.54 Utilizing a Cooperative Purchasing Agreement through Sourcewell Contract No. 101221-VAC](#)

CONSENT CALENDAR ROLL CALL VOTE

A motion was made by Councilmember Gama, seconded by Councilmember Perez and passed unanimously to approve the Consent Calendar Agenda items #4, 7 and 8. *Item #5 and #6 were pulled from the consent calendar and no action was taken during the consent calendar roll call vote on those items.*

AYES: Gama, Perez, Hernandez, Martinez, Rollins

ITEMS PULLED FROM THE CONSENT CALENDAR FOR DISCUSSION

5. [Adopted Resolutions Reflecting Reported Employer Paid Member Contributions](#)
This item was pulled from the consent calendar by Councilmember Gama for further discussion. Interim Finance Director Lupe Acero answered clarifying questions.

ROLL CALL VOTE

A motion was made by Councilmember Gama, seconded by Mayor Pro Tem Martinez and passed unanimously to approve pulled consent calendar item #5 adopting the following:

1. Resolution No. 4392 of the City Council of the City of Port Hueneme regarding paying and reporting the value of Employer Paid Member Contributions (EPMC) for all classic Sworn and Non-Sworn employees of the Port Hueneme Police Officer Association; and
2. Resolution No. 4393 of the City Council of the City of Port Hueneme regarding paying and reporting the value of Employer Paid Member Contributions (EPMC) for classic employees of the Unrepresented Executive Management and Management & Professional Employees Group.

AYES: Gama, Martinez, Hernandez, Perez, Rollins

6. [Approved Modifications to Existing Contract with MV Cheng & Associates for Interim Human Resources Manager Services](#)
This item was pulled from the consent calendar by Councilmember Gama for further discussion. Deputy City Manager Charles Peretz answered clarifying questions.

ROLL CALL VOTE

A motion was made by Councilmember Gama, seconded by Mayor Pro Tem Martinez, and passed unanimously to approve pulled consent calendar item #6 approving the modifications to the existing contract with MV Cheng & Associates for Interim Human Resources Manager Services.

AYES: Gama, Martinez, Hernandez, Perez, Rollins

PUBLIC HEARINGS

9. [Special Use Permit No. 30-21 for the Dar Vida Cannabis Events](#)
The Public Hearing was opened at 8:36 p.m.

City Clerk Kristy Buxkemper affirmed Proof of Publication and a complete set of reports and exhibits were on file in the Office of the City Clerk.

Mayor Rollins asked the Councilmembers if there were any conflicts of interest to disclose. No conflicts were disclosed by Council.

Community Development Director Tony Stewart provided the report to Council.

Discussion ensued among Councilmembers. Director Stewart and applicant Dan Perez responded to questions from the City Council.

No public comments were received.

Councilmember Gama made a motion to reject this application due to outstanding concerns regarding parking and revenue and suggested staff return the item at a later date. Mayor Pro Tem Martinez seconded the motion.

Further discussion ensued. City Attorney Kevin Spaulding clarified the Council's options pertaining to the Public Hearing, indicating a rejection would force the applicant to restart the entire application process and the public hearing to be re-noticed, and advised Council regarding their options including continuing the public hearing to a date certain.

Councilmember Gama indicated a vote should be conducted on the motion and second on the floor. City Attorney Spaulding clarified a forced motion would need a super majority vote 4-1. Councilmember Gama motioned to call the question. The motion failed for lack of second.

Mayor Rollins made a substitute motion to continue the public hearing to a date certain at the next meeting of February 7, 2022, with the provision that all questions get rectified and addressed prior to Council consideration.

The public hearing was continued at 9:24 p.m.

ROLL CALL VOTE

It was moved by Mayor Rollins, seconded by Councilmember Hernandez, and passed unanimously to continue the public hearing to a date certain of February 7, 2022.

AYES: Rollins, Hernandez, Gama, Perez, Martinez

RECESS CITY COUNCIL MEETING Mayor Rollins recessed the City Council meeting.

CALL TO ORDER THE PORT HUENEME SURPLUS PROPERTY AUTHORITY Mayor Rollins called the Surplus Property Authority meeting to order at 9:27 p.m.

ROLL CALL SURPLUS PROPERTY AUTHORITY

Present: Members Gama, Hernandez, Perez; Vice-Chair Martinez; and, Chair Rollins

Absent: None

BUSINESS ITEM FOR SURPLUS PROPERTY AUTHORITY

10. [Approval of Recognized Obligation Payment Schedule 22-23 and the Fiscal Year 2022-23 Successor Agency Administrative Budget \(July 1, 2022 Through June 30, 2023\)](#)

Interim Finance Director Lupe Acero introduced the item and RSG Consultant Dominique Clark presented the report to the Surplus Property Authority Board.

ROLL CALL VOTE FOR PORT HUENEME SURPLUS PROPERTY AUTHORITY

A motion was made by Member Gama, seconded by Vice-Chair Martinez, and passed unanimously to adopt a resolution in accordance with California Health and Safety Code ("HSC")

Section 34177, the Recognized Obligation Payment Schedule for July 1, 2022 through June 30, 2023 ("ROPS 22-23") and the attached Fiscal Year 2022-23 Administrative Budget, both prepared pursuant to HSC Section 34177.

AYES: Gama, Martinez Hernandez, Perez, Rollins

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

No comments.

ADJOURNMENT OF THE SURPLUS PROPERTY AUTHORITY

The Surplus Property Authority adjourned at 9:35 p.m. to the next meeting with a date yet to be determined.

RECONVENE CITY COUNCIL REGULAR MEETING Mayor Rollins reconvened the regular City Council meeting.

BUSINESS ITEMS FOR CITY COUNCIL

11. [City of Port Hueneme American Rescue Plan Act Fund Employee Special Pay Allocation](#)

City Manager Conners presented the report to Council regarding the reconsideration of the American Rescue Plan Act Fund Employee Special Pay allocation.

Council discussion ensued, including support to modify the time requirement to receive the special pay and to increase the amount received for City employees.

Mayor Pro Tem Martinez made a motion to remove the time differentiation and to give \$150 to all City employees with no tiers. City Manager Conners clarified that all previously allocated payments had been made, and the proposed motion would require the City to rescind portions of payments already made.

Mayor Pro Tem Martinez amended his motion to increase the payment amount to \$175 per month, per employee. Councilmember Gama seconded the motion. City Manager Conners clarified that allocating \$175 per employee would exhaust the relief plan funds leaving a deficit.

Councilmember Hernandez made a motion to approve \$150 per employee. Councilmember Perez seconded the motion.

Mayor Pro Tem Martinez encouraged the Council to approve the \$175 per employee and to use the City's general fund to pay any deficit from the relief funds. Councilmember Hernandez indicated that would be a gift of public funds.

Councilmember Gama seconded the motion made by Mayor Pro Tem Martinez, and indicated that a deficit in the ARPA Funds could be addressed by removing equal parts of funding from the other categories approved for funding. Mayor Pro Tem Martinez restated his motion to include Councilmember Gama's suggested amendment. Councilmember Gama seconded the motion.

Mayor Rollins clarified whether the deficit could be taken out of the approved funding for Bubbling Springs. Councilmember Hernandez suggested to let staff figure out where to pull the deficit funds.

City Manager Conners expressed his suggestion to take equal amounts from all capital projects.

Councilmember Gama made a motion to approve the payment of \$175 to all employees and to cover any ARPA Fund deficit by decreasing approved capital improvement projects. This motion

would also remove any differentiation and prorated funds. Mayor Pro Tem Martinez seconded the motion.

ROLL CALL VOTE

It was moved by Councilmember Gama, seconded by Mayor Pro Tem Martinez and passed unanimously to modify all city employee pay to \$175, including Sworn Officers, Non-Sworn Police, and City Employees with no time differentiation or prorated funds. Any deficit should be covered by reducing the balance of previously approved ARPA Funds for capital improvement projects.

AYES: Gama, Martinez, Hernandez, Perez, Rollins

12. [Request for Funding for Emergency Motel Voucher Program](#)

Chief of Police Andrew Salinas presented the report to the City Council regarding the request for funding for an Emergency Motel Voucher Program.

ROLL CALL VOTE

It was moved by Councilmember Gama, seconded by Mayor Pro Tem Martinez, and passed unanimously to:

1. Authorize the City Manager to approve the necessary Professional Service Agreements with one or more motel operators for the provision of motel rooms for the homeless, victims of local disasters such as residential fire, and victims of domestic violence, sexual assault, or human trafficking; and
2. Appropriate \$10,000 annually from the City's unassigned General Fund reserves to support this program

AYES: Gama, Martinez, Hernandez, Perez, Rollins

13. [City Council Liaison Committee Appointments for 2022](#)

City Clerk Kristy Buxkemper presented the report to the City Council regarding the Committee Liaison Appointments for 2022. City Councilmembers modified two liaisons and left the remaining appointments unchanged.

ROLL CALL VOTE

It was moved by Councilmember Perez, seconded by Councilmember Hernandez, and passed unanimously to approve the appointments of Councilmembers to various committees, regional boards, and commissions for 2022.

AYES: Perez, Hernandez, Gama, Martinez, Rollins

14. [Renewal and Reconsideration of Remote Meetings Pursuant to Government Code Section 54953\(e\)](#)

City Attorney Kevin Spaulding presented the report to the City Council regarding the renewal and reconsideration of remote meetings pursuant to Government Code Section 54953(e)

ROLL CALL VOTE

It was moved by Councilmember Perez, seconded by Councilmember Hernandez, and passed by majority vote 4-1 (with Councilmember Gama dissenting) to make the following findings:

1. The state of emergency continues to directly impact the ability of the members to meet safely in person; or
2. State or local officials continue to impose or recommend measures to promote social distancing.

AYES: Perez, Hernandez, Martinez, Rollins

NOES: Gama

CITY MANAGER COMMENTS AND REPORTS

City Manager Conners provided comments and reports regarding the following topics:

- Holiday Tree pick up
- Law Enforcement Support Day
- Annual Alaska Flight Memorial Event
- Homeless County Project – Volunteers Needed

COUNCIL MEMBERS' REPORTS AND COMMENTS

Mayor Rollins - No comments

Mayor Pro Tem Martinez provided comments and reports regarding the following topics:

- Upcoming REACH meeting
- Hosting sporting events for the youth
- COVID testing centers throughout City parks

Councilmember Gama provided comments and reports regarding the following topics:

- A recent meeting with Mayor Rollins and the City's HOAs to discuss including the associations to be a part of policy making and tree issues. Expressed the need to review the City's tree policy and work with the HOAs and his hope they form a coalition to help make a better policy
- Beach Clean-up and how unacceptable it is for volunteers to pick up dirty syringes
- Signage at the Beach with confusing hours posted

Councilmember Hernandez provided comments and reports regarding the following topics:

- Recent RDP-21 strategic planning meeting
- Public Safety Committee meeting regarding public safety issues
- Joined League of California Cities Latino Caucus
- Conducted interview with Daniel Chavez on Oxnard Live
- Thanked Oxnard for hosting the Martin Luther King online event
- Announced the departure of County Continuum of Care Program leader Terra Carruth
- Thanked City Manager Conners for the updated homeless count
- Upcoming Homelessness Symposium
- Upcoming Ventura Regional Sanitation District meeting and her expectation to be nominated as Chair of the Board of Directors

Councilmember Perez provided comments and reports regarding the following topics:

- Request for staff future reports to include all info and accurate facts to reduce delayed decisions by Council

REQUEST FOR FUTURE AGENDA ITEMS

Councilmember Hernandez made the following requests:

1. Requested to know what the City is doing to comply with a new law to separate food into green waste bins
2. Request for a presentation regarding Statewide drought rules.

ROLL CALL VOTE

A motion was made by Councilmember Hernandez, seconded by Councilmember Perez and passed unanimously to add the two items to a future Council agenda.

3. Requested additional information regarding the authority given for Councilmember Gama and Mayor Rollins to meet with the HOAs. Requested direction from the City Attorney and City Manager regarding the process for participating and whether there was a Brown Act violation.

ROLL CALL VOTE

A motion was made by Councilmember Hernandez, seconded by Councilmember Perez and passed unanimously to add the item to a future Council agenda.

Mayor Pro Tem Martinez requested the ability to have a discussion regarding allowing dogs on the beach.

ROLL CALL VOTE

A motion was made by Mayor Pro Tem Martinez, seconded by Councilmember Perez and passed by majority vote 4-1 (with Councilmember Gama dissenting) to add the item to a future Council agenda.

Mayor Pro Tem Martinez also requested an update on parking enforcement detailing a Veteran who received a parking ticket on Veteran's Day. City Manager Conners clarified that parking enforcement and the street sweeping schedule were already agendaized for a future meeting. Mayor Pro Tem Martinez withdrew his request. .

Mayor Rollins

1. Requested an update on the City's tree policy and any plans the City has to move forward.

ROLL CALL VOTE

A motion was made by Mayor Rollins, seconded by Councilmember Gama and passed unanimously to add the item to a future Council agenda.

2. Requested an update on staff recruitment; including the number of positions which were approved in last year's budget and the status of the recruitments.

ROLL CALL VOTE

A motion was made by Mayor Rollins, seconded by Mayor Pro Tem Martinez and passed by unanimously to add the item to a future Council agenda.

ADJOURNMENT

The City Council adjourned at 10:59 p.m. to the regular meeting of Monday, February 7, 2022, at 6:30 p.m.

Minutes approved by City Council: February 7, 2022



Richard Rollins, Mayor



Kristy Buxkemper, City Clerk