



City of Port Hueneme

City Council Regular Meeting Minutes Housing Authority Special Meeting Minutes

September 19, 2022

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

5:30 p.m. Closed Session | 6:30 p.m. Regular Meeting (In-Person and Virtually)

The following information was provided 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/89827808257?pwd=RGpwa0hMaGpFQWpORmc0anVIQVVHZz09>
Dial by your location: Meeting ID: 898 2780 8257/ Passcode: 211635
+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 and virtual public comments may be made during the opportunities for General Public Comment. 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 the item.
- Written comments are requested to be received by 5:00 pm and can be submitted to the City Clerk at: clerk@ci.port-hueneme.ca.us. Please enter "City Council Public Comment" in the Subject line.
- 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

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

CALL TO ORDER

Mayor Rollins called the closed session meeting to order at 5:30 p.m.

ROLL CALL

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

GENERAL PUBLIC COMMENT – None.

CLOSED SESSION ITEMS

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

A. 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: Unrepresented Executive Management and Management and Professional Employees

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: Port Hueneme Police Officers' Association (POA)

Councilmember Perez disclosed a conflict of interest for Closed Session Item B due to potential spousal income.

RECESS TO CLOSED SESSION

Mayor Rollins recessed to closed session at 5:33 p.m.

At 6:20 p.m. Councilmember Perez recused herself from Closed Session Item B and left the meeting.

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

CALL TO ORDER / FLAG SALUTE

Mayor Rollins called the meeting to order at 6:37 p.m. and led the flag salute.

ROLL CALL

Present: Councilmembers Gama, Hernandez, Perez; Mayor Pro Tem Martinez; and Mayor Rollins

Absent: None

INSPIRATION

Councilmember Hernandez 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:

- Tracey Jay
- Jan Berk
- Steven Gama

AGENDA APPROVAL FOR CITY COUNCIL

City Council Agenda Approval

A motion was made by Councilmember Gama, seconded by Councilmember Perez to move Business Item No. 20 to the front of the agenda. Motion passed with Hernandez abstaining. Councilmember Gama clarified the front of the agenda after the Consent Calendar.

Motion passed 4-0-0-1 as follows:

AYES: Gama, Perez, Martinez, Rollins

NOES: None; ABSENT: None; ABSTAIN: Hernandez

A motion was made by Councilmember Perez, to pull Consent Calendar Item 10.

RECESS CITY COUNCIL MEETING AND CALL TO ORDER THE HOUSING AUTHORITY SPECIAL MEETING

Mayor Rollins recessed the City Council Meeting and called the Housing Authority Special meeting to order at 6:53 p.m.

ROLL CALL

Present: Authority Members Blackwell, Brown, Gama, Hernandez, and Perez; Vice Chair Martinez; and, Chair Rollins

Absent: None

HOUSING AUTHORITY PUBLIC COMMENT – None.

HOUSING AUTHORITY CONSENT CALENDAR

A motion was made by Member Gama, seconded by Member Perez, to approve the Consent Calendar as presented.

Motion passed 7-0 as follows:

AYES: Blackwell, Brown, Gama, Hernandez, Perez, Martinez, Rollins

NOES: None; ABSENT: None; ABSTAIN: None

The Authority:

1. [Minutes](#)

Approved the June 6, 2022, Housing Authority Regular Meeting Minutes.

2. [Register of Disbursements](#)

Received and filed the Port Hueneme Housing Authority's register of disbursements for the period of June 1, 2022 through September 12, 2022.

HOUSING AUTHORITY BUSINESS ITEMS

3. [Mar Vista Windows and Doors Update](#)

Housing and Facilities Director Gabby Basua presented the window update for Mar Vista. There were no public comments. Questions and comments followed.

Member Brown made a comment unrelated to this item regarding emergency lights at Mar Vista.

A motion was made by Member Gama, seconded by Member Perez, to receive and file the report.

Motion passed 7-0 as follows:

AYES: Blackwell, Brown, Gama, Hernandez, Perez, Martinez, Rollins

NOES: None; ABSENT: None; ABSTAIN: None

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

A motion was made by Member Gama, seconded by Vice-Chair Martinez, to add an item to a future agenda to address the emergency situation when the power goes out. Motion passed unanimously.

ADJOURNMENT OF THE PORT HUENEME HOUSING AUTHORITY SPECIAL MEETING

The Port Hueneme Housing Authority adjourned at 7:09 p.m. to its next regular meeting scheduled for October 3, 2022, at 6:30 p.m.

Respectfully Submitted:

Georgianna Nicole Alvarez, CMC, CPMC
Authority Clerk

Approved this ____ day of _____, 2022:

Richard Rollins, Chair

RECONVENE CITY COUNCIL REGULAR MEETING

Mayor Rollins reconvened the City Council Regular Meeting at 7:09 p.m.

PRESENTATIONS

- 4. *2022 Hueneme Heroes Proclamation Honoring Jason Johnson*
The proclamation was read by Deputy City Manager Charles Peretz and presented by Mayor Rollins to Jason Johnson in honor and recognition of being the recipient of the 2022 Hueneme Heroes Award.
- 5. *Banana Festival Proclamation*
Councilmember Perez read the proclamation into record encouraging the community to attend the Port of Hueneme Banana Festival and celebrate the diverse working port.

CONSENT CALENDAR AGENDA

Councilmember Hernandez requested to pull Consent Calendar Item No. 9 for discussion.

A motion was made by Councilmember Hernandez, seconded by Mayor Pro Tem Martinez, and passed unanimously, to pull Consent Calendar Item No. 9.

A motion was made by Councilmember Gama, seconded by Councilmember Perez, to pull Consent Calendar item No. 10 for discussion and approve the remainder of the Consent Calendar as presented.

Motion passed as follows:

AYES: Gama, Hernandez, Perez, Martinez, Rollins
NOES: None; ABSENT: None; ABSTAIN: None

City Council:

- 6. Minutes

Approved the Minutes for the September 6, 2022, City Council Regular Meeting.

7. [Register of Disbursements](#)

Received and filed the City's register of disbursements for the period of September 1, 2022 through September 12, 2022.

8. [2022 Conflict of Interest Code Biennial Review & Adoption](#)

Received and filed the 2022 Local Agency Biennial Notice for the City of Port Hueneme, Housing Authority, Successor Agency Oversight Board, and Surplus Property Authority; and Adopted **Resolution No. 4423** entitled, "A Resolution of the City Council of the City of Port Hueneme, California, Amending and Adopting a Conflict of Interest Code".

11. [Contract Award for Approved CIP Project WW2204](#)

Approved the award of a contract to Vortex Services, LLC, in the amount of \$68,000, to rehabilitate a 200' long section of 36" x 22" deteriorated Corrugated Metal Pipe; authorized staff to utilize H-GAC cooperative purchasing agreement for completion of the work; and appropriated an additional \$20,000 from the Stormwater Program Fund.

12. [Authorization to Award a Contract to J & H Engineering General Contractors, Inc. for Surfside Drive Resurfacing \(Phase III\) from Ventura Road East to Industrial Avenue](#)

Authorized the Public Works Director to award a contract to resurface a section of Surfside Drive (see attached plan); and authorized the appropriation of Gas Tax funds for this project.

13. [Authorization to Award a Contract to J & H Engineering General Contractors, Inc. for LM2201: The Bubbling Springs Channel Clearing Project](#)

Authorized the Public Works Director to award a contract to begin the creek clearing project (Exhibit 1).

14. [Notice of Completion for Engie Project – Contract R-3426](#)

1. Accepted the project entitled: Engie Services Project – Contract R-3426 as completed.
2. Authorized the City Clerk to file a Notice of Completion for the project with the Ventura County Clerk and Recorder.
3. Authorized staff to release the project retention of \$199,427.60, thirty-five (35) days after recordation of the Notice of Completion by the County Clerk and Recorder contingent upon no claims being filed on the project. No additional appropriation is required for the retention; funds were appropriated in FY 2021-2022.

CONSENT CALENDAR ITEMS PULLED FOR DISCUSSION

9. [Adoption of City Resolution Establishing the GANN Appropriation Limit for FY 2022-23](#)

Adopt **Resolution No. 4224** setting the City's Fiscal Year 2022-23 appropriation limit at \$15,473,092, entitled, "A Resolution of the City Council of the City of Port Hueneme, California, Adopting an Amended City Appropriations Limit for Fiscal 2022-23 in Accordance with the Provisions of Division 9 of Title 1 of the California Government Code".

Finance Director Lupe Acero provided background information regarding the appropriation limit.

A motion was made by Councilmember Hernandez, seconded by Councilmember Perez, to approve Consent Calendar Item No. 9 as presented.

Motion passed 5-0 as follows:

AYES: Gama, Hernandez, Perez, Martinez, Rollins

NOES: None; ABSENT: None; ABSTAIN: None

10. [Professional Services Agreement \(PSA\) with MV Cheng & Associates, Inc. for ERP Staffing Resources](#)

Authorized the City Manager to execute the PSA in the amount not-to-exceed \$100,000.00 with MV Cheng & Associates, Inc.

Finance Director Lupe Acero answered a clarifying question regarding the purpose of the position.

A motion was made by Councilmember Perez, seconded by Councilmember Hernandez, to approve Consent Calendar Item No. 10 as presented.

Motion passed 5-0 as follows:

AYES: Gama, Hernandez, Perez, Martinez, Rollins

NOES: None; ABSENT: None; ABSTAIN: None

BUSINESS ITEM

20. [Park Avenue Signage Discussion](#)

Community Development Director presented background and history regarding the item.

Questions and discussion followed.

Mayor Pro Tem Martinez made a motion to remove the Ordinance. Mayor Rollins commented that he doesn't believe the Council cannot take action tonight.

Public Comments were provided by Sylvia Ortiz and Ana Bolo.

In response to an inquiry from Councilmember Perez, City Attorney Spaulding clarified whether or not they can take action on this item.

A motion was made by Councilmember Perez to repeal this ordinance and change the time allotted from 10:00 p.m. to 6:00 a.m. Based on information provided from City Manager Brick Conners, an amended motion was made by Councilmember Perez seconded by Councilmember Hernandez, to terminate the existing ordinance starting today and bring back a new ordinance changing the allotted time from 10:00 p.m. to 6:00 a.m. Councilmember Gama clarified that the motion would make the parking rules at Bubbling Springs Park the same as all other parks, the ordinance would end tonight, and there will be no tickets issued on Sunday. City Manager Brick Conners confirmed that information is correct, but noted it will take some time to remove the signs.

Motion passed 5-0 as follows:

AYES: Gama, Hernandez, Perez, Martinez, Rollins

NOES: None; ABSENT: None; ABSTAIN: None

PUBLIC HEARINGS

15. Planned Development/Conditional Use Permit No. PHCU-849, MAJOR MOD. #1 and Development Agreement No. PHDA-850, Major Modification #1 - Wheelhouse Cannabis Consumption Lounge, Located at 521 W. Channel Islands Blvd., #5-6

The public hearing was opened at 7:50 p.m.

There were no conflicts of interest disclosed.

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

Community Development Director Tony Stewart presented the report. There were no public comments. Applicant Zahur Lalji answered questions from Council.

There were no public comments.

A motion was made by Councilmember Perez, seconded by Councilmember Hernandez, to:

1. Adopt **Resolution No. 4425**, a Resolution of the City Council of the City of Port Hueneme, granting approval of Conditional Use Permit No. PHCU-849, Major Mod. #1 (Wheelhouse Cannabis Consumption Lounge); and
2. 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. 784 of the Port Hueneme Municipal Code relating to the modified operation of a cannabis facility for Westside Professional Management, LLC (with adoption to follow at the next regularly scheduled City Council meeting); and*
3. Take such additional, related, action that may be desirable.

Questions and discussion followed.

The public hearing was closed at 8:20 p.m.

The Mayor read the title of the Ordinance into record.

Motion passed 5-0, by Roll Call Vote as follows:

AYES: Perez, Hernandez, Gama, Martinez, Rollins

NOES: None; ABSENT: None; ABSTAIN: None

16. Planned Development/Conditional Use Permit No. PHCU-903 - Veterinarian Clinic, Located at 460 East Pleasant Valley Road

The public hearing was opened at 8:22 p.m.

There were no conflicts of interest disclosed.

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

Assistant Planner Jose Coyotl presented the report.

Applicant Franklin Camuso and Dr. Alexander Taubdum provided comments and answered questions from Council.

A motion was made by Councilmember Gama, seconded by Mayor Pro Tem Martinez to:

1. Adopt **Resolution No. 4426**, a Resolution of the City Council of the City of Port Hueneme, granting approval of Conditional Use Permit No. PHCU-903 (Veterinarian Clinic); and
2. Take such additional, related, action that may be desirable.

The public hearing was closed at 8:37 p.m.

Motion passed 5-0, by Roll Call Vote as follows:

AYES: Gama, Hernandez, Perez, Martinez, Rollins

NOES: None; ABSENT: None; ABSTAIN: None

BUSINESS ITEMS

A motion was made by Councilmember Gama, seconded by Councilmember Perez, and passed unanimously, to move item 18 before item 17.

18. Update to the City's Landscape Design Guidelines

Community Development Director Tony Stewart presented the report and answered questions from Council.

A motion was made by Councilmember Hernandez, seconded by Mayor Pro Tem Martinez, to appoint Councilmember Perez as the primary member, and Mayor Pro Tem Martinez as the alternate, to the ad hoc committee to guide the project.

Public comments were provided by Jan Berk and Tracey Jay.

Discussion followed.

Motion passed 5-0 as follows:

AYES: Gama, Hernandez, Perez, Martinez, Rollins

NOES: None; ABSENT: None; ABSTAIN: None

Councilmember Gama requested to be excused from the meeting at 9:04 pm. Councilmember Gama returned to the meeting at 9:05 p.m.

17. Appointment of Ad Hoc Museum Governance Committee Members

Recreation Programs Manager Anna Hanely presented the report.

Questions and discussion followed.

There were no public comments.

A motion was made by Councilmember Hernandez, seconded by Councilmember Perez, to:

1. Receive and file a summary of the museum vision charette conducted on July 25, 2022; and
2. Create an Ad Hoc Museum Governance Committee comprised of all participants of the museum visioning charette.

Motion passed 5-0 as follows:

AYES: Gama, Martinez, Hernandez, Perez, Rollins

NOES: None; ABSENT: None; ABSTAIN: None

A motion was made by Mayor Pro Tem Martinez, seconded by Councilmember Perez, to add Councilmember Gama as an alternate to the Ad Hoc Museum Governance Committee.

Motion passed 4-0 as follows:

AYES: Gama, Martinez, Perez, Rollins

NOES: Hernandez; ABSENT: None; ABSTAIN: None

19. City/Port Community Benefit Project Prioritization

Deputy City Manager Charles Peretz presented the report.

Questions and discussion followed. There were no public comments.

A motion was made by Councilmember Perez, seconded by Mayor Pro Tem Martinez, to: Accept the revised list of prioritized recommendations for consideration by the City-Port Standing Committee, which removes from the list the Picnic Tables at Park, Caregivers, The Children's Workshop, Bon Fire Pits at Beach, half of the amount for Scholarships for Recreation Programs, and adds \$10,000 to the Mural Project.

Motion passed 5-0 as follows:

AYES: Gama, Martinez, Hernandez, Perez, Rollins

NOES: None; ABSENT: None; ABSTAIN: None

CITY MANAGER COMMENTS AND REPORTS

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

- Touch-A-Truck – October 1, 2022, 11:00 a.m. – 3:00 p.m.
- Spooktacular – October 20, 2022, 5:00 p.m. – 8:30 p.m.
- Movie Night at the Park featuring Ghostbusters – October 8, 2022, 6:45 p.m.
- Senior Social – October 4, 2022
- Veteran's Day Ceremony – November 11, 2022, 8:30 a.m.
- Exective Search Firm for Police Chief Update

COUNCILMEMBERS' REPORTS AND COMMENTS

Council provided comments and reports regarding the following topics:

Councilmember Gama:

- Acknowledged Governor Newsom for his recent veto on the supervised drug injection bill
- Successful California Coastal Clean Up Event
- Policies
- Emergency plan when there's a power outage at Mar Vista
- Hueneme Beach debrief
- Bubbling Springs Community BBQ
- Explore sidewalk issue at Mar Vista
- Evaluation of City Attorney and City Manager

Councilmember Hernandez:

- Attended League of California Cities Annual Conference
- Agenda item request regarding review of City Council Policy and Procedures Manual
- Suggested that Primary and Alternate members of a committee work closer together

Councilmember Perez:

- Creation of Hueneme Beach Lions Club
- Food Share Pantry with Boys and Girls Club

Mayor Pro Tem Martinez:

- Successful Movie Night and Basketball event
- Upcoming REACH Meeting
- Attended League of California Cities Annual Conference

Mayor Rollins:

- Attended Ventura County Air Pollution Control Board – Port Hueneme Grant Received
- Parking Policy regarding Street Sweeping

REQUEST FOR FUTURE AGENDA ITEMS

Councilmember Gama requested:

1. A closed session to evaluate the City Attorney and City Manager, seconded by Mayor Pro Tem Martinez, and passed unanimously to add the item to a future Council agenda.
2. To have a discussion and decide whether or not Council should put a sidewalk at Mar Vista, seconded by Mayor Pro Tem Martinez, and passed unanimously to add the item to a future Council agenda.

Councilmember Hernandez requested:

1. Reiterated her previous request for a community engagement plan.
2. An update of the City Council Policy and Procedures Manual to include provisions regarding harassment and bullying; and consideration of a 3/5s vote for sanctions, seconded by Councilmember Perez, and passed unanimously to add the item to a future Council agenda.

Mayor Pro Tem Martinez requested:

1. A discussion regarding costs of bon fire pits, seconded by Councilmember Perez, and passed unanimously to add the item to a future Council agenda.


Mayor Rollins requested:

1. A report from staff regarding an evaluation of the Hueneme Beach Festival, seconded by Mayor Pro Tem Martinez, and passed unanimously to add the item to a future Council agenda.

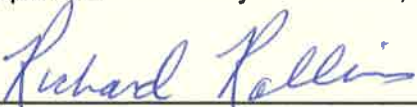
ADJOURNMENT

The City Council adjourned at 10:40 p.m. to its next regular meeting scheduled for Monday, October 3, 2022, at 6:30 p.m.

Respectfully Submitted:


Georgianna Nicole Alvarez, CMC, CPMC
City Clerk

Approved this 3rd day of October, 2022:


Richard Rollins, Mayor