



City of Port Hueneme

City Council Regular Meeting Minutes

July 18, 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/81803351461?pwd=OHB1dUFaT2FLd1psNi8ra05oWUVnUT09>
Dial by your location: Meeting ID: 818 0335 1461 / Passcode: 825743
+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 5pm and can be submitted to the City Clerk at:** clerk@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

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; Mayor Rollins
Absent: None.

GENERAL PUBLIC COMMENT – None.

CLOSED SESSION ITEMS

City Attorney Spaulding read the following Closed Session items into 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

There were no conflicts of interest disclosed.

RECESS TO CLOSED SESSION

Mayor Rollins recessed the Closed Session meeting at 5:31 p.m.

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

CALL TO ORDER / FLAG SALUTE

Mayor Rollins called the meeting to order at 6:36 p.m. and led the flag salute.

ROLL CALL

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

Absent: None.

INSPIRATION

Mayor Pro Tem Martinez gave the inspiration.

CLOSED SESSION REPORT

City Attorney Spaulding provided the Closed Session report indicating that there was no reportable action taken.

GENERAL PUBLIC COMMENT

Public Comments were provided by the following:

- Esme Velasquez (written comment)
- Robert Blackwell

A motion was made by Councilmember Gama, seconded by Councilmember Perez, and approved unanimously, to reorder the agenda to move item no. 17 to the front of the agenda, after presentations and before the Consent Calendar.

GENERAL PUBLIC COMMENT

Public Comment was provided by the following:

- Cory Scrivner

AGENDA APPROVAL FOR CITY COUNCIL

[City Council Agenda Approval](#)

Recommendation: Approve the City Council Agenda of July 18, 2022.

A motion was made by Councilmember Gama, seconded by Councilmember Perez, and approved unanimously, to approve the City Council Agenda of July 18, 2022, as amended.

PRESENTATIONS

1. [Recognition of Police Officer of the Year](#)

A. Salinas, Chief of Police

Police Sergeant Eric Starna introduced the 2021 Police Officer of the Year Joel Magana and provided a brief overview of his career. Council recognized and congratulated Officer Joel Magana for his achievement.

2. [Youth Recreation Programming](#)

A. Hanely, Community Services and Recreation Programs Manager

Community Services and Recreation Programs Manager Anna Hanely provided a brief update on recreation program efforts in progress. Recreation & Ocean Safety Supervisor Jason Johnson, and Recreation Coordinator Taylor Penny, presented a PowerPoint presentation highlighting recreation programs.

BUSINESS ITEM

17. Request for Direction Regarding Potential Updates to the City's Landscape Design Guidelines

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

Public comments were provided by the following:

- Christina Zubko (written comment)
- David Scrivner
- Gailen Vick
- Tracey Jay
- Lisa De Reyes
- Jan Berk

Questions and discussion followed.

Community Development Director Tony Stewart identified the following action items to be taken by Council:

1. Should the City update the landscape design guidelines? Community Development Director Tony Stewart took a voice vote.
Motion approved unanimously to update the City landscape design guidelines.
2. Should the City use the existing on-call landscape architect, Brodersen, or go out to RFP? A motion was made by Councilmember Perez, seconded by Councilmember Hernandez, to approve the existing on-call landscape architect.
Motion carried by roll call vote as follows:
AYES: Gama, Hernandez, Perez, Martinez, Rollins
NOES: None; ABSENT: None; ABSTAIN: None
3. Should the City explore a new theme or modify the existing one? A motion was made by Mayor Rollins, seconded by Councilmember Perez, to explore a new theme.
Motion carried as follows:
AYES: Gama, Hernandez, Perez, Martinez, Rollins
NOES: None; ABSENT: None; ABSTAIN: None

CONSENT CALENDAR AGENDA

Councilmember Gama requested to pull item Consent Calendar Item No. 5 for discussion.

A motion was made by Councilmember Perez, seconded by Councilmember Hernandez, to pull Consent Calendar Item No. 5, and approve Consent Calendar Item Nos. 1 – 4 and 6 – 10 as presented.

Motion carried as follows:

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

City Council:

3. Approved the Minutes of the City Council Regular Meeting of July 5, 2022.
4. Received and filed the Register of Disbursements for the period of June 28, 2022 through July 10, 2022.
6. Authorized the use of Gas Tax funds for construction of the Channel Islands Blvd Resurfacing Project – Phase 1; Authorized the City Manager to execute the construction contract with J & H Engineering General Contractors, Inc. in the amount of \$294,715.88; and; the Public Works Director to seek reimbursement of the construction cost for this project from the federal COVID Relief and Recovery Supplemental Appropriation (CRRSA) Act funds estimated at a maximum of \$300,000.
7. Authorized a Change Order to the City's existing Agreement with Rincon Consultants, Inc. to provide additional environmental support services for the California Fish and Wildlife Lake (CDFW) and Streambed Alteration Agreement compliance for the Bubbling Springs Vegetation Removal Project; and Appropriate \$138,913 from the Drainage Assessment, for the work associated with this change order.
8. Authorized Out of State Travel for the Recreation Coordinator to attend the National Recreations and Park Association in Phoenix, AZ from September 20-22, 2022
9. Awarded a Sole Source Contract, per Municipal Code Section 2564(a), to All City Management Services (ACMS) for Crossing Guard Services for the 2022-2023 school year.
10. Authorized the Public Works Director to Award a Contract to J & H Engineering General Contractors, Inc. to construct and install two storm drain manhole structures for the Port City Plaza Storm Drain Repair and authorized the appropriation of funds for this project.

CONSENT CALENDAR ITEM PULLED FOR DISCUSSION

5. Ventura County Continuum of Care Alliance (CoC) Memorandum of Understanding

Recommendation: Direct the City Manager to execute the Ventura County Continuum of Care (CoC) Alliance Memorandum of Understanding which formally commits the City to actively participate in CoC initiatives and programs that support reduction and elimination of problems associated with homelessness.

City Manager Brick Conners answered clarifying questions. Discussion followed.

Councilmember Hernandez commented on a presentation she gave at the Home Opportunities Made Easier (HOME) non-profit workshop and provided a copy of the presentation for the record.

A motion was made by Councilmember Gama, seconded by Councilmember Perez, to approve Consent Calendar item No. 5 as presented.

Motion carried as follows:

AYES: Gama, Hernandez, Perez, Martinez, Rollins

NOES: None; ABSENT: None; ABSTAIN: None

PUBLIC HEARINGS

11. Approval of a Coastal Development Permit for the Bubbling Springs Natural Channel Vegetation Removal Project

The public hearing was opened at 8:32 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.

Principal Engineer Charles Cable introduced Rincon Consultant Jerry Hittleman who presented the report. There were no public comments.

Questions and discussion followed.

The public hearing was closed at 8:42 p.m.

A motion was made by Councilmember Gama, seconded by Mayor Pro Tem Martinez, to adopt Resolution No. 4419 to approve a Coastal Development Permit (CDP) for the Bubbling Springs Natural Channel Vegetation Removal Project; and take such additional, related, action that may be desirable.

Motion carried by Roll Call Vote as follows:

AYES: Gama, Martinez, Hernandez, Perez, Rollins

NOES: None; ABSENT: None; ABSTAIN: None

RECESS

At the request of Mayor Pro Tem Martinez, and with Council consensus, Mayor Rollins recessed the meeting at 8:42 p.m.

MEETING RECONVENED

Mayor Rollins reconvened the meeting at 8:48 p.m.

BUSINESS ITEMS

12. 2022 Annual Hueneme Hero Award

Deputy City Manager Charles Peretz presented the report. Councilmember Gama provided information regarding his nomination of Jason Johnson. There were no public comments. Council provided comments of congratulations and praise to Jason Johnson.

A motion was made by Mayor Pro Tem Martinez, seconded by Councilmember Perez, to approve the application to recognize Jason Johnson as the 2022 Hueneme Hero Award recipient.

Motion carried as follows:

AYES: Gama, Hernandez, Perez, Martinez, Rollins

NOES: None; ABSENT: None; ABSTAIN: None

13. Amendment to the FY 2022-23 Adopted Budget

Finance Director Lupe Acero presented the report and answered questions from Council. There were no public comments.

Questions and discussion followed.

A motion was made by Councilmember Perez, seconded by Councilmember Hernandez, to approve the Amendment to the Fiscal Year 2022-23 Adopted Budget which includes additional revenue in the amount of \$1,437,000 and appropriations of \$1,173,448 to the City's general Fund.

Motion carried as follows:

AYES: Gama, Hernandez, Perez, Martinez, Rollins

NOES: None; ABSENT: None; ABSTAIN: None

14. [Enterprise Resource Planning \(ERP\) System and Professional Implementation Services](#)
Finance Director Lupe Acero presented the report and answered questions from Council. There were no public comments.

A motion was made by Councilmember Perez, seconded by Councilmember Hernandez, to award and authorize the City Manager to execute the agreement with Tyler Technologies, Inc. for an enterprise resource planning (ERP) system in an amount not to exceed \$1,880,000. The ERP will provide software, hardware, data conversion, implementation and training services to replace the City's existing H.T.E System; and authorized an appropriation of \$200,000 in fiscal year 2022-23 for Project management and staffing requirements during the implementation of the new system.

Motion carried as follows:

AYES: Gama, Hernandez, Perez, Martinez, Rollins

NOES: None; ABSENT: None; ABSTAIN: None

15. [City/Port Community Benefit Project Recommendations](#)
Deputy City Manager Charles Peretz presented the report. There were no public comments.

Questions and discussion followed.

City Manager Brick Conners indicated that a comprehensive list will be organized of all the projects identified at tonight's meeting and will be sent to Council individually to prioritize and write in an amount they would want to fund and bring that information back to Council for consideration and approval to take to the Port. At the request of Councilmember Gama, City Manager Brick Conners indicated that he would include in the information sent to Council who was supported last year.

16. [Large-Scale Community Events to be Planned and Coordinated Via Services Agreement with REACH](#)

Deputy City Manager Charles Peretz presented the report. There were no public comments.

Questions and discussion followed.

City Council discussed and identified a prioritized list of large-scale community events to be planned and executed by REACH including seasonal events such as a Fall Food, Music, & Art Festival, a Winter Marathon, a Spring Anniversary/Parade, and a Summer Solstice/Chumash.

Deputy City Manager Charles Peretz indicated that Council has identified a good list and REACH Executive Director Maya Zumaya will do some research and assess feasibility cost, timing, and other factors that could impact the ability to have a successful event and return to Council. He also indicated that there's at least four events. Council identified a volleyball tournament as a secondary event and commented on a Memorial Day event.

18. [Designation of Voting Delegate and Alternate\(s\) for the Annual Business Meeting at the 2022 League of California Cities Annual Conference](#)

There were no public comments.

Discussion followed. Councilmember Hernandez volunteered herself as Delegate. Mayor Pro Tem Martinez nominated Councilmember Gama as Alternate.

A motion was made by Mayor Rollins, seconded by Mayor Pro Tem Martinez, to appoint Councilmember Hernandez as voting delegate and Councilmember Gama as alternate to attend the League of California Cities Annual Conference to vote on behalf of the City Council at the Annual Business Meeting; and authorized the City Clerk to affirm Council's selection and submit the 2022 Annual Conference Voting Delegate/Alternate Form to the League of California Cities by Friday, September 2, 2022.

CITY MANAGER COMMENTS AND REPORTS

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

- Plans the City has to celebrate Jean Marshall's 100th birthday which includes a presentation at the September 6, 2022, City Council meeting
- Facilitated a Community Meeting with Mayor Pro Tem Martinez with a group of people on B Street

COUNCILMEMBERS' REPORTS AND COMMENTS

Council provided comments and reports regarding the following topics:

Mayor Pro Tem Martinez:

- Recreation, Education, Arts, Culture in Hueneme (REACH) approved two new members and a new brochure
- Sister City Committee
- Ran the 3 point contest

Councilmember Perez:

- Participation and involvement regarding Initiative - All Children Thrive

Councilmember Hernandez:

- Volunteered for Habitat for Humanity
- Recognition of Centenarian Jean Marshall
- HOME Presentation in Oxnard

Councilmember Gama:

- Attended Beach Erosion Authority for Clean Oceans and Nourishment (BEACON) meeting
- Attended Ventura Council of Governments (VCOG) meeting and presented "Hueneme Beach Sand Matters"
- August 20, 2022 Super Hero Beach Clean Up
- Approaching 6th Year of Saturday Beach Clean Ups
- Sober auto accident awareness and Matthew Lares

Councilmember Hernandez:

- Requested to adjourn the meeting in honor of Matthew Lares
- Upcoming Meeting with Cynthia Hartley from Audobon Society and Adam Vega from the Port regarding issues at Ormond Beach and preserving the nature conservancy

Mayor Rollins:

- July 25 2022, Museum Ch...
- Emceed at the John Sharkey Memorial event
- Attended Ventura County Transportation Commission (VCTC) meeting and mentioned the upcoming grant funding opportunities that cities can apply to

Councilmember Gama:

- Attended call with EPA

REQUEST FOR FUTURE AGENDA ITEMS

Councilmember Gama reminded staff about being briefed on an item Council approved for additional funding for investigation.


ADJOURNMENT

The City Council adjourned in honor of Matthew Lares at 10:54 p.m. to its next regular meeting scheduled for Tuesday, September 6, 2022, at 6:30 p.m.

Respectfully Submitted:


Georgianna Nicole Alvarez, CMC, CPMC
City Clerk

Approved this 6th day of September, 2022:


Richard Rollins, Mayor