



# City of Port Hueneme

## City Council Regular Meeting Minutes

September 3, 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** The meeting was called to order by Mayor Berg at 5:30 p.m., at the above listed address

#### ROLL CALL

Present: Council Members Gama, Muñoz-Schnopp, and Rollins; Mayor Pro-Tem Hernandez; and, Mayor Berg  
Absent: None

#### PUBLIC COMMENT

There were no members of the public appearing to speak.

#### CLOSED SESSION ITEMS

City Attorney Green listed the item to be discussed in Closed Session.

1. PUBLIC EMPLOYEE PERFORMANCE EVALUATION  
Position: City Manager  
Authority: Government Code Section 54957 (b)(1)

**RECESS TO CLOSED SESSION** The meeting recessed to Closed Session at 5:30 p.m.

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

**CALL TO ORDER / FLAG SALUTE** Mayor Berg reconvened the meeting at 6:30 p.m. with all members present and led the Flag Salute.

**INSPIRATION** Mayor Pro Tem Hernandez provided the inspiration.

#### ROLL CALL

Present: Council Members Gama, Muñoz-Schnopp, and Rollins; Mayor Pro-Tem Hernandez; and, Mayor Berg  
Absent: None

#### AGENDA APPROVAL

Agenda - Approval of Agenda

It was moved by Council Member Muñoz-Schnopp, seconded by Council Member Gama and unanimously carried to approve the City Council Agenda of September 3, 2019.

## REPORT ON CLOSED SESSION ACTION

City Attorney Spaulding stated there was no reportable action on the closed session item.

## PRESENTATIONS

1. [Police Department Update on City of Oxnard Ormond Beach Encampment Evacuations](#)  
Chief Salinas presented to Council on transient issues and clean-up efforts at Ormond Beach and answered questions regarding how and when the public should be encouraged to call the Police Department and make a report. He detailed the support efforts and commitment to helping the City of Oxnard and emphasized the importance of keeping the community safe.

## GENERAL PUBLIC COMMENT

The following provided public comment:

- Linda Kaplan
- Rick Kehoe
- Steve
- Jennifer Rivas
- Joan Tharp
- Cynthia Weiss
- John Ortiz
- Margaret Townsend
- Susan Bradey
- Andy Santamaria
- Sondra Briggs
- Valerie Lameka
- Diane Hottendorf
- Greg
- Dulce Setterfield
- Tom King

## CONSENT CALENDAR AGENDA

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

2. [Minutes of the City Council Regular Meeting of July 15, 2019](#)  
Approved the City Council regular meeting minutes of July 15, 2019.
3. [Finance – Cash Disbursements for July 6, 2019 through August 16, 2019](#)  
Ratified the cash disbursements.
4. [Read, by Title Only, Waiving Full Reading, and Adopted Ordinance No. 756 Approving Development Agreement No. PHDA-857 \(GreenOcean Cannabis Cultivating Business / 501 W. Channel Islands Blvd., Suites #207 and #208\)](#)  
Read, by title only, waiving a full reading of the ordinance, and adopted Ordinance No. 756 approving and adopting Development Agreement No. PHDA-857 under Government Code Section 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 GreenOcean, LLC.
5. [Adopt a Resolution Amending the Benefits and Additional Compensation for Unrepresented Executive Management and Management and Professional Employees](#)  
Adopted Resolution No. 4281 approving a three-year Resolution of the City Council of the City of Port Hueneme, California, amending the benefits and additional compensation for

Unrepresented Executive Management and Management and Professional Employees for the period of July 1, 2019 to June 30, 2022.

6. [Community Services Officer Job Classification](#)  
Adopted Resolution No. 4282 of the City Council of the City of Port Hueneme, California, approving and authorizing the Community Service Officer job classification.
7. [Agreement with ARC Document Solutions for Scanning and Archiving Management Services for Community Development Department](#)  
Authorized a contract with ARC Document Solutions ("ARC") for scanning and archiving management services for the Community Development Department in the amount of \$58,000.00.
8. [Adopt a Resolution Establishing Application Requirements, Minimum Qualifications for Medicinal and Nonmedicinal Cannabis as well as Procedures for Periodic Review of Development Agreements](#)  
Adopted Resolution No. 4283 of the City Council of the City of Port Hueneme, California, establishing application requirements, minimum qualifications, locational criteria for medicinal and nonmedicinal cannabis activity pursuant to Articles III and X of The Port Hueneme Municipal Code, and procedures for the annual review of development agreements pursuant to Government Code Section 65865.1.

#### **CONSENT CALENDAR VOTE**

AYES: Muñoz-Schnopp, Hernandez, Gama, Rollins, Berg

#### **PUBLIC HEARINGS**

9. [Annual Development Agreement Compliance Review](#)

The Public Hearing was opened at 7:56 p.m. There were no disclosures by Council.

City Clerk Buxkemper 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 Stewart gave a presentation and answered Council questions.

No speakers appeared for public testimony.

Dispensary representatives from HPC, From the Earth and Safeport introduced themselves to Council.

The public hearing was closed at 8:07 p.m.

It was moved by Council Member Rollins, seconded by Muñoz-Schnopp, and unanimously carried to:

1. *Adopt Resolution No. 4284 of the City Council of the City of Port Hueneme, California, determining that the cannabis dispensary operated by Hueneme Patient Consumer, DBA "HPC" is in compliance with the development agreements approved for the operation of said dispensary.*
2. *Adopt Resolution No. 4285 of the City Council of the City of Port Hueneme, California, determining that the cannabis dispensary operated by DBO*

*Investments PH, LLC, DBA "From the Earth" is in compliance with the development agreements approved for the operation of said dispensary.*

3. *Adopt Resolution No. 4286 of the City Council of the City of Port Hueneme, California, determining that the cannabis dispensary operated by Harbor Management Group, LLC, DBA "Safeport" is in compliance with the development agreements approved for the operation of said dispensary.*
4. Continue the Public Hearing to the October 7, 2019 City Council Meeting to take action on the resolution regarding the Freedom 1<sup>st</sup> Association ("Skunkmasters") Dispensary.

## **CITY COUNCIL BUSINESS ITEMS**

### ***City Manager***

10. [Citizen Advisory Commission and Transaction and Use Tax Citizens Oversight Committee Training Update and Selection of Future Meeting Agenda Topics](#)

Received and filed an update on the recent mandatory Brown Act and AB 1234 training completed by the Citizen Advisory Commission and Transaction and Use Tax Citizens Oversight Committee, and provided direction on staff-recommended work assignments and future agenda topics for each respective advisory body. No action was taken, and it was recommended for staff to take their recommendations into account and to bring an action item back at a future Council date.

### ***City Attorney***

11. [Monthly Update Regarding Odor Complaint in Southeastern Port Hueneme](#)

Council received and filed the verbal update from the City Attorney Kevin Spaulding who answered Council questions. Council Member Muñoz-Schnopp recommended writing a letter to the New Indy Plant regarding concerns. Council unanimously supported and directed staff to submit letter, on behalf of the City, to the Indy Plant with a copy to the City Manager of Oxnard and local media.

## **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:** Announced his Gold Coast Transit Meeting on September 4<sup>th</sup>, his Southern California Association of Government (SCAG) Meeting on September 10<sup>th</sup>, and his Ventura County Transportation Commission (VCTC) meeting on September 6<sup>th</sup>.

**Mayor Pro-Tem Hernandez:** Announced her volunteer efforts working with the Santa Barbara EOC organization to assist in the emergency efforts. She reminded the community that it only takes one emergency and that we must be prepared organizationally to respond to an emergency. She requested a future agenda item to schedule a meeting of the Disaster Council to meet this month in honor of September National Preparedness Month and allow the opportunity to update the City's checklist to ensure we are prepared for an emergency.

**Council Member Gama:** Emphasized how generous our community is and applauded residents' efforts to step up care for the homeless. Credited the City Manager on City improvements and a balanced budget, and wants to look forward to growing revenues to afford the future, taking into consideration growing pension liabilities. Thanked Mayor Pro

Tem Hernandez for her assistance in organizing the upcoming Regional Beach Erosion meeting to address Hueneme Beach sand problems and provide an opportunity for the key stakeholders to assemble and work towards a solution.

**Council Member Muñoz-Schnopp:** Announced the California Joint Powers Insurance Authority (CJPIA) had an annual meeting in July and were always looking at ways to reduce expenses but keep benefits for the 120 organizations and municipalities that belong to CJPIA. She reminded the Council of the JPIA Forum coming up in October. Reminded the community about the Annual Tea on October 20<sup>th</sup> from 2:00-4:00pm. Muñoz-Schnopp also requested future consideration of cannabis reporting and updating the City's Ordinance to implement one process to approve a certain category of events. Applauded our Recreation, Police Department, and Public Works team for maintaining the beach and giving residents and visitors a wonderful summer.

**Council Member Rollins:** Requested a reoccurring progress report on Moranda Park issues, or an overall general City Park landscaping report, to address community concerns and provide a timeline of improvement projects. Announced the fundraiser for REACH to install bricks at the beach is closing soon and there are still 50 bricks available to purchase. He indicated he'll attend the Association of Water Agency meeting soon and provide an update, and applauded the success of the City's Movies at the Park/Beach.

#### **PUBLIC COMMENT CONTINUATION**

Appearing to speak was:

1. Daniel Huziar

#### **ADJOURNMENT**

The City Council adjourned the meeting in memory of all those who lost their lives and those impacted directly by the tragedy at 9:14 p.m. to the regular meeting on September 16, 2019, to be held at 6:30 p.m. in the City Hall Council Chamber.



Will Berg  
Mayor



Kristy Buxkemper  
City Clerk