



City of Port Hueneme

City Council Regular Meeting Minutes Successor Agency to the Redevelopment Agency Special Minutes

April 20, 2020

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

6:00 p.m. Council Closed Session | 6:30 p.m. Regular Meeting

THIS MEETING WAS CONDUCTED PURSUANT TO THE PROVISIONS OF THE GOVERNOR'S EXECUTIVE ORDER N-29-20 AND THE ORDERS OF THE VENTURA COUNTY PUBLIC HEALTH OFFICER ISSUED MARCH 20, 2020 (STAY WELL AT HOME ORDER)

In order to minimize the spread of the COVID-19 virus, all meetings are closed to the public until further notice. The following provides information to the public on how to observe and/or participate remotely:

- *Meetings can be viewed live at:*
<http://porthuenemeca.suiteonemedia.com/web/Home.aspx>.
- *Public Comments can be submitted to kbuxkemper@ci.port-hueneme.ca.us and must be received by 5:00p.m. on April 20, 2020 in order to be considered by City Council. All comments will be part of the official record and minutes will notate all submissions.*
- *Additional electronic meeting guidelines can be found [here](#).*
- *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 Hernandez called the closed session meeting to order at 6:01 p.m.

ROLL CALL

Present: Council Members Berg, Gama, Rollins; Mayor Pro Tem Muñoz-Schnopp; and Mayor Hernandez

Absent: None

GENERAL PUBLIC COMMENT

No general public comments were submitted.

CLOSED SESSION ITEM

Deputy City Attorney Spaulding read the closed session item.

1. CONFERENCE WITH PROPERTY NEGOTIATORS

Authority: Government Code section 54956.8

PROPERTY: Northeast Corner of San Pedro Street and West C Street, Port Hueneme, CA (APN 206-0-031-070)

AGENCY NEGOTIATORS: Brad Conners - City Manager, Tony Stewart - Community Development Director, Steve Kinney - Consultant Kharis Navigating

NEGOTIATING PARTIES: City of Port Hueneme and Habitat for Humanity

UNDER NEGOTIATION: Negotiate price and terms of payment

RECESS TO CLOSED SESSION The City Council recessed to closed session at 6:04 p.m.

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

Mayor Hernandez began the City's virtual meeting by referencing the Governor's Executive Order N-29-20 and the Orders of the Ventura County Public Health Officer's "Stay Well at Home" Order of March 20, 2020 and restated that the Council Chamber has been closed to the public due to the local emergency. City Council and Staff participated remotely to help social distancing efforts and reduce the spread of COVID-19.

CALL TO ORDER / FLAG SALUTE Mayor Hernandez called the meeting to order at 6:32 p.m. and led the flag salute.

ROLL CALL

Present: Council Members Berg, Gama, Rollins; Mayor Pro Tem Muñoz-Schnopp; and Mayor Hernandez

Absent: None

INSPIRATION City Manager Brad Conners provided the inspiration, highlighting the honorable efforts of the City's Recreation Department and Manager Anna Hanely to provide increased meal delivery services to the Port Hueneme Community during the COVID-19 pandemic.

AGENDA APPROVAL FOR CITY COUNCIL

City Council Agenda Approval

It was moved by Councilmember Berg, seconded by Councilmember Rollins and passed unanimously to approve the City Council agenda of April 20, 2020.

GENERAL PUBLIC COMMENT (via submitted comments to the City Clerk)

There were no members of the public appearing to speak due to the City's response to the Local Emergency Declaration, which required that City Council meeting be closed to the public. Public comments were accepted via email to the City Clerk by 5:00p.m. on the day of the meeting.

The following submitted general public comment and were read into the record by Mayor Hernandez:

- David Scrivner
- Laura Oergel
- Christina Zubko

PRESENTATIONS

Due to technical difficulties, presentation item #2 was heard before presentation item #1.

2. Strategic Planning Update

City Manager Conners presented to Council and answered questions on the City's Strategic Plan and provided an update on the current process, status, and timeline to finalize and approve the plan.

1. COVID-19 Community Update

Chief Andrew Salinas provided Council a comprehensive update on COVID-19 and the City's response to the pandemic. He indicated that the City's extensive messaging and social distancing efforts were working well to keep confirmed case numbers low. Chief Salinas detailed the City's response to all areas of the City, and the department's priority to continue to serve the entire community.

City Manager Conners provided Council a comprehensive economic impact report on the effects of COVID-19 on Port Hueneme and detailed how the City plans to help reduce the

impact on small businesses and protect jobs. Conners provided an assessment of the financial risk and mitigation measures and answered Council questions.

3. Parks and Recreation Master Plan Update

Community Development Director Stewart presented to Council and answered questions on the Parks and Recreation Master Plan and highlighted the importance of the City's outreach efforts to the community to solicit their input, contributions, and encourage participation in the finalization of the plan.

4. Community Benefit Fund Update

City Manager Conners presented to Council on the Community Benefit Fund and the status of expenditures and projects funded. Conners highlighted a potential new process, in which city staff would nominate projects, which would then be reviewed and scored. He highlighted ongoing efforts by the City to reconcile current funds and financials, and announced upcoming plans to meet with the Oxnard Harbor District. Project nominations are anticipated to be finalized in early May, then submitted to Council for discussion, approval and prioritization.

CONSENT CALENDAR AGENDA

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

5. Approved Minutes of the City Council for the regular meeting of April 6, 2020

6. Received and Filed Finance Cash Disbursements for March 28, 2020 - April 10, 2020

7. Read, by Title Only, Waiving Full Reading, and Adopted Ordinance No. 767 of the City Council of the City of Port Hueneme, California, Amending Article VII, Chapter 1, Sections 7102.5, 7102.10, 7102.15, 7102.25, 7103, and 7108 of the City of Port Hueneme Municipal Code to Achieve Compliance with Senate Bill 998 Relating to Residential Water Policies and Utility Billing Policy and Procedures in Accordance with SB998

CONSENT CALENDAR ROLL CALL VOTE

It was moved by Mayor Pro Tem Muñoz-Schnopp, seconded by Councilmember Gama and carried unanimously to approve the Consent Calendar Agenda items #5-7.

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

PUBLIC HEARINGS - None

BUSINESS ITEMS

Housing Department

8. Approve Funding for the Exterior Renovations of 746 Industrial Way in the Amount of \$450,000 from the Solid Waste Fund

Housing Programs Manager Gabby Basua presented to Council and answered questions.

ROLL CALL VOTE

It was moved by Councilmember Gama, seconded by Councilmember Berg and carried unanimously to approve funding in the amount of \$450,000, from the solid waste fund, for the exterior renovations of 746 Industrial Way.

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

Police Department

9. Allocation of \$26,202.88 to Purchase Police Department Emergency Response Equipment and Acceptance of \$13,101.44 from the 2019 Emergency Management Performance Grant (EMPG)

Chief Salinas presented to Council and answered questions.

ROLL CALL VOTE

It was moved by Councilmember Berg, seconded by Mayor Pro Tem Muñoz-Schnopp and carried unanimously to authorize the allocation of \$26,202.88, from Police Department Equipment Account, to purchase Active Shooter Kits and ballistic shields. Council also adopted Resolution No. 4313 authorizing the acceptance of \$13,101.44 from the 2019 Emergency Management Performance Grant (EMPG) to fund 50% of the cost of the project.

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

RECESS THE CITY COUNCIL MEETING Mayor Hernandez recessed the City Council meeting at 9:01 p.m.

CALL TO ORDER THE PORT HUENEME HOUSING SUCCESSOR AGENCY Chair Hernandez called to order the Port Hueneme Housing Successor Agency.

ROLL CALL HOUSING SUCCESSOR AGENCY

Present: Members Berg, Gama, and Rollins; Vice-Chair Muñoz-Schnopp; and, Chair Hernandez
Absent: None

GENERAL PUBLIC COMMENT FOR HOUSING SUCCESSOR AGENCY (via submitted comments to the Agency Clerk)

There were no members of the public appearing to speak due to the City's response to the Local Emergency Declaration, which required that meeting be closed to the public. No public comments were submitted via email to the Agency Clerk.

BUSINESS ITEMS FOR HOUSING SUCCESSOR AGENCY

City Manager's Department

10. Approve and Authorize a Purchase and Sale Agreement with Habitat for Humanity

City Manager Conners presented to Council and answered questions.

ROLL CALL VOTE FOR PORT HUENEME HOUSING SUCCESSOR AGENCY

It was moved by Member Rollins, seconded by Member Berg and carried unanimously to approve and authorize the City Manager and Housing Successor Agency Chair to execute a Purchase and Sale Agreement with Habitat for Humanity of Ventura County for the purchase of City-owned property at the northeast corner of San Pedro Street and West C Street.

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

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

There were no reports by Agency Members

ADJOURNMENT OF HOUSING SUCCESSOR AGENCY

The Housing Successor Agency adjourned at 9:05 p.m. to the next meeting with a date yet to be determined.

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

COUNCIL MEMBERS' REPORTS, COMMENTS, AND REQUEST FOR FUTURE AGENDA ITEMS

Mayor Hernandez: Highlighted her continued efforts to work with the Disaster Council and their response to COVID-19, which included continuing to monitor the beaches and producing informational videos. Also advised of her intent to keep Council advised and informed prior to making decisions.

Mayor Pro Tem Muñoz-Schnopp: Announced that most committee meetings have been cancelled or rescheduled due to the COVID-19 pandemic. The VCOG Annual meeting has been rescheduled, and her JPIA Executive Committee is meeting monthly via zoom. The Sister City Annual Conference plans to hold a webinar, and she will provide more information as arrangements are confirmed. Plans to reach out to our potential Sister City of Puerto Vallarta and touch base with Santa Barbara to see if there is anything the cities could do jointly to assist the county, which has been hugely impacted by COVID-19. Commended the Mayor on her assistance and dedication to helping the community.

Council Member Berg: Recommend the Council adjourn the meeting in memory of William (Bill) Hair who was an inspirational and active member of the community, including positions such as President of the Ventura County Water Agency, President of Casa Pacifica, and the President of the Boys and Girls Club, among others.


Council Member Gama: Questioned the need to agendize a strategy session and discussion regarding the J Street canal and the trash problem. Commended City staff for being proactive and eliminating a sidewalk trip hazard and requested an update on the Sidewalk Maintenance Program.

Council Member Rollins: Requested an update on Kupiec Architect and the Needs Assessment of the Community Center project.

Mayor reminded the public to visit the City's Emergency Website for updated information at www.PortHuenemeEmergency.org.

ADJOURNMENT

The City Council adjourned at 9:13 p.m., in honor of Bill Hair, to the special meeting of Tuesday, April 28, 2020 and the regular meeting of Monday, May 4, 2020, to be held at 6:30 p.m. in the City Hall Council Chamber.



Laura Hernandez
Mayor



Kristy Buxkemper
City Clerk