



# City of Port Hueneme

## City Council Special Meeting Minutes

### Strategic Planning Workshop

Tuesday, April 28, 2020 at 3:30 P.M.

Port Hueneme City Hall: Large Conference Room  
250 North Ventura Road / Port Hueneme, CA 93041

**THIS MEETING WAS BE 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](mailto:kbuxkemper@ci.port-hueneme.ca.us) and must be received by 12:00p.m. on April 28, 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](http://www.PortHuenemeEmergency.org)

### 3:30 P.M. – CITY COUNCIL SPECIAL MEETING

**CALL TO ORDER / FLAG SALUTE** Mayor Hernandez called the special session meeting to order at 3:30 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

### 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.

No public comments were submitted.

### CITY COUNCIL BUSINESS ITEM

#### 1. Strategic Planning Council Visioning Workshop

C. Grimm, Aria Consulting

City Council conducted a workshop with Aria Consulting to review version four of the City's Draft Strategic Plan, including discussion of the following:

- A. Review of 10 Year Vision and Pillars
- B. Strategic Initiatives:
  1. Submitted to date
  2. Defining a strategic initiative going forward
- C. The next 90 days for the Strategic Planning process

Christine Grimm from ARIA applauded the efforts of Council and staff for their hard work and showed a working draft of Version 4 of the Strategic Plan. The final version will be adjusted as the City and Council continue to finalize goals and format changes.

Discussion ensued among Councilmembers regarding:

- Rebranding
- Fine-tuning of the mission statement
- Formatting of the pillars
- Evolution of the 10 year vision
- Importance of translating the document into Spanish
- Proposed inclusion of budget amounts to match department goals
- Need to highlight areas of the entire City including focus areas for the beach, parks, and facilities
- Inclusion of all stakeholders
- Importance of investing in new programs and technologies to strengthen our economy and attract innovation
- Retaining and maximizing opportunities for local businesses
- Leveraging existing programs
- Importance of education
- Communicating with the residents and community

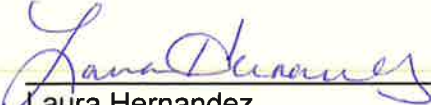
ARIA thanked the Council for their work and was confident that alignment and progress was made towards the final Strategic Plan. Emphasized the need to balance the City's resources with their ability to execute objectives.

The next steps will be to finalize the 10 year vision, pillars, strategic objectives and initiatives; refine goals and action plans; engage key stakeholders and representatives such as residents and the business community; refine the plan format and design; and finalize the plan for Council's approval.

For additional information regarding the 2020 Strategic Plan update, please [click here](#) to access the PowerPoint presentation given by City Manager Conners from the City Council meeting of April 20, 2020.

#### **ADJOURNMENT**

The City Council adjourned at 5:14 p.m. to the regular meeting of May 4, 2020, to be held at 6:30 p.m. in the City Hall Council Chamber.

  
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Laura Hernandez  
Mayor

  
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Kristy Buxkemper  
City Clerk