



City of Port Hueneme

City Council Regular Meeting Minutes

December 7, 2020

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

5:00 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 December 7, 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](#) and 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*

5:00 P.M. – CITY COUNCIL CLOSED SESSION AGENDA

CALL TO ORDER Mayor Hernandez called to order the closed session meeting at 5:12 p.m.

ROLL CALL

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

Absent: None

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

None submitted

CLOSED SESSION ITEMS

Deputy City Attorney Spaulding read the closed session item listed below:

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

RECESS TO CLOSED SESSION The Council recessed to Closed Session at 5:15 p.m.

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

CALL TO ORDER / FLAG SALUTE Mayor Hernandez called the meeting to order at 6:45 p.m. and led the flag salute.

Mayor Hernandez announced that due to 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 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.

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.

Public Comments were read into the record by Mayor Hernandez and were submitted by:

- Seth Bonilla

CLOSED SESSION REPORT Deputy City Attorney Kevin Spaulding announced there was no reportable action for the closed session item.

INSPIRATION Councilmember Gama provided the inspiration.

AGENDA APPROVAL FOR CITY COUNCIL

[City Council Agenda Approval](#)

ROLL CALL VOTE or VOICE VOTE

It was moved by Councilmember Berg, seconded by Mayor Pro Tem Muñoz-Schnopp and passed unanimously to approve the City Council agenda of December 7, 2020.

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

ELECTION RESULTS

1. [November 3, 2020 Certification of Election Results](#)

City Clerk Buxkemper provided a report to City Council with the certified results of the November 3, 2020 election.

ROLL CALL VOTE

It was moved by Councilmember Gama, seconded by Councilmember Rollins and passed unanimously to adopt Resolution No. 4339 declaring and certifying the results of the November 3, 2020 Statewide General Election, and directing the City Clerk to proceed with the Oath of Office and issuance of Certificate of Election to newly elected Councilmembers Bobby Martinez and Misty Perez.

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

COUNCIL RECOGNITION

2. [Honoring and Recognizing Outgoing Councilmembers' Dedication and Service](#)

A recognition video was created in honor of outgoing Mayor Pro Tem Muñoz-Schnopp and Councilmember Will Berg recognizing them for their dedicated service to the City of Port Hueneme and community, yet due to technical difficulties it was unable to be played.

The following spoke on behalf of the outgoing Councilmembers:

- City Manager Connors

- Assembly Member Jacqui Irwin
- Mayor and Councilmembers
- Anthony Volante

Those speakers listed commented on the outgoing Councilmembers' outstanding service, dedication, and accomplishments and thanked them for their contributions to the City and community. Additionally, the outgoing Councilmembers received plaques and awards commemorating their service.

3. Honoring 2020 Mayor and Mayor Pro Tem

A recognition video was created in honor of outgoing Mayor Pro Tem Muñoz-Schnopp and Mayor Hernandez recognizing them for their roles as Mayor Pro Tem and Mayor for 2020, but was unable to be played due to technical difficulties.

The following spoke on behalf of the Mayor and Mayor Pro Tem:

- City Manager Conners
- Mayor and Councilmembers
- Lisa Zimmerman
- Jon Shull

Those speakers listed recognized the Mayor and Mayor Pro Tem for their contributions and recognized the accomplishments of 2020 and the challenges they faced over the past year. Additionally, the outgoing Mayor and Mayor Pro Tem received plaques commemorating their service.

COUNCIL REORGANIZATION

4. Oaths of Office and Introductions for New Councilmembers

City Clerk Buxkemper conducted the Oaths of Office for Councilmember Bobby Martinez and Councilmember Misty Perez. City Manager Conners welcomed the new Councilmembers, who were formally seated immediately following their Oaths of Office.

5. Nomination for Mayor

ROLL CALL VOTE #1

A nomination was made by Mayor Hernandez for Councilmember Rollins to be appointed as Mayor. The motion failed due to lack of a second.

ROLL CALL VOTE #2

A nomination was made by Councilmember Rollins for Councilmember Gama to be appointed as Mayor. The motion was seconded by Councilmember Martinez and carried with a unanimous vote. Steven Gama was officially appointed as Mayor.

AYES: Rollins, Martinez, Perez, Hernandez, Gama

6. Nomination for Mayor Pro Tempore

ROLL CALL VOTE

A nomination was made by Mayor Gama for Councilmember Rollins to be appointed as Mayor Pro Tempore. The motion was seconded by Councilmember Martinez and carried with a unanimous vote. Rich Rollins was officially appointed as Mayor Pro Tem.

AYES: Gama, Martinez, Perez, Hernandez, Rollins

Mayor Gama took a few moments to speak as newly appointed Mayor. Mayor Gama asked for a moment of silence to honor former Councilmember Jon Sharkey and extended sympathies to his family for their loss. Mayor Gama thanked outgoing Councilmembers Sylvia Muñoz-Schnopp and Will Berg for their service, welcomed new Councilmembers Misty Perez and Bobby Martinez, and spoke regarding his hopes and goals as the new Council looks into the future.

PRESENTATIONS

7. [COVID-19 Update](#)

Police Chief Andrew Salinas presented a COVID-19 update to the City Council regarding current COVID-19 restrictions, countywide vaccination plans, free COVID-19 testing capabilities across the county, enforcement issues, and answered Council's questions.

CONSENT CALENDAR AGENDA

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

8. [Approved Minutes of the City Council for the Regular Meeting of November 16, 2020 and Special Meeting of November 19, 2020](#)

9. [Received and Filed the Finance Cash Disbursements for November 7 - December 2, 2020](#)

10. [Adopted the Heroes, History and Heritage Policy](#)

CONSENT CALENDAR ROLL CALL

It was moved by Councilmember Hernandez seconded by Mayor Pro Tem Rollins and passed unanimously to approve the Consent Calendar Agenda items #8-10.

AYES: Hernandez, Rollins, Martinez, Perez, Gama

PUBLIC HEARINGS - NONE

BUSINESS ITEMS

11. [Authorization for an Additional Full-Time Facilities Maintenance Worker I Position to Assist with Citywide Custodial Duties](#)

Housing Programs Manager Gabby Basua presented the report and answered Council questions.

ROLL CALL VOTE

It was moved by Councilmember Hernandez, seconded by Councilmember Martinez and passed unanimously to:

1. Approve the addition of a full-time Facilities Maintenance Worker I position; and
2. Amend the FY 2020-2021 budget to add the additional full-time Facilities Maintenance Worker I position with an annual compensation not to exceed \$73,351.00; and
3. Amend the FY 2020-2021 budget to remove one Custodian Part-time position with an annual compensation of \$17,241.00.

AYES: Hernandez, Martinez, Perez, Rollins, Gama

12. [Award Contract to J&H Engineering General Contractors, Inc., for Hueneme Bay Alley Grind and Overlay Phase One](#)

Public Works Director Don Villafana presented the report and answered Council questions.

ROLL CALL VOTE

It was moved by Councilmember Hernandez, seconded by Mayor Pro Tem Rollins and passed unanimously to authorize the City Manager to award a contract to J&H Engineering General Contractors, Inc., for the grind and overlay portions of five alleys in the Hueneme Bay Community.

AYES: Hernandez, Rollins, Martinez, Perez, Gama

13. Professional Services Agreement (PSA) with Water Resources Engineering Associates (WREA) for Engineering Design Services

Public Works Director Don Villafana presented the report and answered Council questions.

ROLL CALL VOTE

It was moved by Councilmember Hernandez, seconded by Councilmember Perez and passed unanimously to authorize the City Manager to execute the Professional Services Agreement (PSA) with Water Resources Engineering Associates (WREA) for Engineering Design Services in the amount of \$205,851.

AYES: Hernandez, Perez, Martinez, Rollins, Gama

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

Mayor Gama: Announced he attended a very informative BEACON meeting 2 weeks ago and was very excited the beach dredging cycle was running so well. Discussed the need for another Stakeholder's meeting, and indicated BEACON should take the lead in helping schedule such meeting. Asked the City Manager and Police Chief to schedule a Disaster Council meeting for the following day. A request was made to update the new Councilmembers regarding the completion of the City Manager Evaluation.

Future Agenda Item Request: Requested the Council vote to evaluate the City Attorney at a future Closed Session meeting. The motion was seconded by Mayor Pro Tem Rollins and passed unanimously.

Mayor Pro Tem Rollins: Announced that REACH will not be meeting in December but he will provide an update following their meeting in January. He will be attending the next Air Pollution board meeting.

Future Agenda Item Request:

1. Requested a standing committee report on monthly basis to provide an update on Capital Improvement Projects (CIP). The City Attorney cautioned that the adopted Council Policies strongly advised against requesting reoccurring agenda items. Motion failed for lack of a second.
2. Requested an agenda item regarding a "new business update" reporting to Council each time a new business was approved. Motion failed for lack of a second.

Councilmember Hernandez: Thanked Mayor Gama for the moment of silence and requested to adjourn in honor of former Councilmember Sharkey. Reported on the City-Port Standing committee which provided the Port an opportunity to review the Community Benefit fund spending list with approximately \$85,000 remaining for allocation. Ask the City Manager to share that report with Councilmembers in the near future. Reported her attendance at the RDP-21 Strategic Planning Meeting who expressed interest in attending a stakeholders meeting regarding coastal erosion and sand replenishment. Requested that the Southern California Edison Advisory Committee be added to the Council Appointment list and provided an update on Edison's efforts to reduce power shutoffs during the high winds.

Councilmember Martinez:

Future Agenda Item Request:

1. Requested a future agenda item regarding painting the fire lane curbs red. The motion was seconded by Mayor Gama. An amendment was made by Mayor Pro Tem Rollins to additionally request a cost estimate and a review of how other cities handled fire curbs.
2. Requested the gopher hole problem at Moranda Park be addressed. Mayor Gama recused himself from the vote due to a conflict of interest living within 500 feet of Moranda Park. The motion was seconded by Mayor Pro Tem Rollins.

Councilmember Perez:

Future Agenda Item Request: Discussion of what can be done for the businesses during the COVID-19 shut down and how the City can assist the community. The motion was seconded by Mayor Pro Tem Rollins and passed unanimously

ADJOURNMENT

The City Council adjourned in memory of Former Councilmember Jon Sharkey at 9:43p.m. to the regular meeting of Monday, December 21, 2020, to be broadcasted at 6:30 p.m. from the City Hall Council Chamber.

Approved by City Council: December 21, 2020



Steven A. Gama
Mayor



Kristy Buxkemper
City Clerk