



City of Port Hueneme

City Council Regular Meeting Minutes

October 5, 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 October 5, 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*

6:00 P.M. – CITY COUNCIL CLOSED SESSION AGENDA

CALL TO ORDER Mayor Hernandez called to order the closed session meeting at 6:01 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. CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION
Authority: Government Code § 54956.9(d)(1)
City of Port Hueneme v. Dario Pini, et al.
Case No. 56-2019-00533286-CU-PT-VTA

RECESS TO CLOSED SESSION Council recessed to closed session at 6:03 p.m.

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

CALL TO ORDER / FLAG SALUTE Mayor Hernandez called the meeting to order at 6:30 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

INSPIRATION Mayor Hernandez provided the inspiration.

AGENDA APPROVAL FOR CITY COUNCIL

City Council Agenda Approval

It was moved by Mayor Pro Tem Muñoz-Schnopp, seconded by Councilmember Rollins, and passed unanimously to approve the City Council agenda of October 5, 2020.

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

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 the Mayor. Comments were submitted by the following:

- Dolly Knight

PRESENTATIONS

1. Domestic Violence Awareness Proclamation

Chief Salinas read a Proclamation honoring Domestic Violence Awareness month and provided a brief presentation to Council regarding statistics detailing the Port Hueneme Police Departments response to domestic violence calls. Chief Salinas also brought awareness to his department's social media campaign and new patches the Police Department is wearing in support of Domestic Violence Awareness.

2. COVID-19 Update

Chief Salinas presented an update to Council and answered questions regarding a comprehensive COVID-19 update. Chief Salinas indicated the County was set to reduce restrictions which would provide more allowances such as greater capacity limits for restaurants, gyms, and places of worship, as well as allowing the use of playground equipment. City Manager Conners also provided information on tracking methods and detailed how the City's implementation of the Go GOV program will greatly help during COVID. Mayor Hernandez reminded everyone to continue to social distance and wear face masks.

3. California Great Shake Out Presentation

Public Works Director Don Villafana presented to council regarding the Great Shake out statewide drill set to take place on October 15 and gave advice on how to be protected during an earthquake. Director Villafana also detailed the importance for conducting the drill and helping the City and community to be prepared at work, home and school in the event of an Earthquake.

CONSENT CALENDAR AGENDA

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

4. [Approved Minutes of the City Council for the Regular Meeting of September 21, 2020](#)
5. [Received and Filed the Finance Cash Disbursements for September 12, 2020 through September 29, 2020](#)

CONSENT CALENDAR ROLL CALL

It was moved by Mayor Pro Tem Muñoz-Schnopp seconded by Councilmember Berg and passed unanimously to approve the Consent Calendar Agenda item #4-5.

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

CLOSED SESSION REPORT - It was noted that a Closed Session report was not provided earlier in the meeting. Deputy City Attorney Kevin Spaulding stated that there was no reportable action from the closed session agenda item.

PUBLIC HEARINGS - NONE

BUSINESS ITEMS

City Manager's Department

6. [Aria Consulting Finalized FY 2020-2025 Strategic Plan Adoption](#)

City Manager Brad Conners presented the report detailing the comprehensive process, engagement and input from the community, and extensive outreach the City has undertaken to achieve a final Strategic Plan. Conners spoke regarding the next steps to identify action plans surrounding each strategic plan pillar and indicated there would be a yearly review for progress on each strategic plan action item.

Public comments were read into the record by the Mayor and were received from:

- o Tom Figg

ROLL CALL VOTE

It was moved by Mayor Pro Tem Muñoz-Schnopp, seconded by Councilmember Berg and passed unanimously to approve and adopt the Aria Consulting finalized Strategic Plan.

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

Finance Department

7. [Award Contract for Professional Auditing Services](#)

Finance Director Ken McDonald presented the report and answered Council questions regarding the multiple different auditing firms who responded to the City's RFP and detailed the review and selection process and the justification for the recommended auditing firm.

ROLL CALL VOTE

It was moved by Mayor Pro Tem Muñoz-Schnopp, seconded by Councilmember Gama and passed unanimously to award a Professional Services Contract to The Pun Group LLP, for professional auditing services for an initial three-year period (FY 2019-20, 20-21 and 21-22) with two one-year renewal options, and authorize the City Manager to execute a contract, subject to review and approval of the City Attorney.

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

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

Mayor Hernandez: Requested clarification on the policy for placing items on future agendas and asked for it to be an upcoming agenda item for discussion. Indicated she continues to attend committee meetings with an RDP-21 meeting coming up. Requested an update regarding scheduling a City-Port Standing Committee meeting.

Mayor Pro Tem Muñoz-Schnopp: Encouraged colleagues to register for the JPIA Annual Conference which was slated to have great speakers and sessions regarding risk management and insurance. Announced an upcoming VCOG meeting on 11/12. Spoke regarding the effects of COVID on the Sister City Program, which has not been able to get started, and indicated that after COVID we will re-engage that process.

Council Member Berg: Agreed that the City should look at next year's music festival and beach festival. Voiced his support on a policy to add items to future agendas, such as his request for a report on Councilmember Gama's Public Records Request and the outcome, purpose and findings.

Council Member Gama: Announced that between the time of the last Council meeting and today he's picked up 629 cigarette butts – mostly in the parking lots and at the beach/pier. Detailed the contest his group had, who collectively picked up close to two thousand cigarettes. Complimented the support from the City of Port Hueneme, Oxnard, and Surfrider. Request the following be discussed or agendized in the future:

- Discussion and consideration of a Styrofoam Ban in the City of Port Hueneme
- Agenda setting and a policy for getting items on future agendas
- 3-step process for adopting Ordinances
- Dog Park recommendations
- Disaster Council – ability to involve all councilmembers in the decision-making
- Request to have Pete Constant return for an Unfunded Liability discussion
- Budget review
- Request to start talking about next year's Beach Festival

Council Member Rollins: Announced he was honored to be representing the City at the upcoming League of California Cities Annual Conference. Indicated his desire to recognize volunteers at the next Council meeting during his inspiration time who help deliver the home meals for the Recreation department. Requested the City Manager provide a background and update on the land behind Rite Aid and a description on the use of that land. Suggested that maybe the Citizen Advisory Commission could be involved in looking at a dog park for the City of Port Hueneme. Complimented Councilmember Gama on the incredible amount of cigarette butts he's collected as part of his ongoing clean-up efforts.

Mayor Hernandez reminded the public to visit the City's Emergency Website for updated information regarding COVID-19 at www.PortHuenemeEmergency.org.

ADJOURNMENT

The City Council adjourned at 8:19 p.m. to the regular meeting of Monday, October 19, 2020, to be broadcasted at 6:30 p.m. from the City Hall Council Chamber.



Laura Hernandez
Mayor



Kristy Buxkemper
City Clerk