



City of Port Hueneme

City Council Regular Meeting Minutes

December 21, 2020

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

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 21, 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*

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

CALL TO ORDER / FLAG SALUTE Mayor Gama called the meeting to order at 6:30 p.m. and led the flag salute.

Mayor Gama 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 Hernandez, Martinez, Perez; Mayor Pro Tem Rollins; and Mayor Gama

(Mayor Pro Tem Rollins joined following the Agenda approval due to technical difficulties)

Absent: None

INSPIRATION Councilmember Hernandez provided the inspiration.

AGENDA APPROVAL FOR CITY COUNCIL

[City Council Agenda Approval](#)

ROLL CALL VOTE

It was moved by Councilmember Hernandez, seconded by Councilmember Martinez and

passed with a majority vote (4-1-0 with Mayor Pro Tem Rollins absent) to approve the City Council agenda of December 21, 2020.

AYES: Hernandez, Martinez, Perez, Gama
ABSENT: Rollins (due to technical difficulties)

Mayor Pro Tem Rollins joined the City Council Meeting.

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 City Clerk Buxkemper and were submitted by:

- Seth Bonilla
- Aliana Perez

PRESENTATIONS

1. [COVID-19 and Community Business Update](#)
Police Chief Andrew Salinas presented a COVID-19 update to the City Council regarding current COVID-19 restrictions and the counties numbers, including an update on the lack of ICU beds and hospital space in Ventura County. Consultant Steve Kinney provided an update regarding the economic recovery, outreach efforts, and the City's assistance to help the Port Hueneme business community.

CONSENT CALENDAR AGENDA

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

2. [Approved Minutes of the City Council for the Regular Meeting of December 7, 2020](#)
3. [Received and Filed the Finance Cash Disbursements for December 3 through December 14, 2020](#)
4. [Authorized the continuation of On-Call Building and Safety Consultant Contracts Approving Three-year Extensions with Annealta Group, CSG Consultants, Inc, and Charles Abbott Associates, Inc., for On-Call Building and Safety Services](#)

CONSENT CALENDAR ROLL CALL VOTE

It was moved by Councilmember Hernandez seconded by Mayor Pro Tem Rollins and passed unanimously to approve the Consent Calendar Agenda items #2-4.

AYES: Hernandez, Rollins, Martinez, Perez, Gama

PUBLIC HEARINGS

5. [Planned Development/Conditional Use Permit No. PHCU-883 and Development Agreement No. PHDA-884 Channel Bay, LLC Cannabis Dispensary \(2875 N. Ventura Road, Suites 1-5\)](#)

The Public Hearing was opened and 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 Tony Stewart presented the report to Council and answered questions.

No public comments were submitted from the public.

The public hearing was closed at 7:58 p.m.

ROLL CALL VOTE

It was moved by Mayor Pro Tem Rollins, seconded by Councilmember Hernandez and passed unanimously to:

1. After considering the evidence, adopt *Resolution No. 4340 of the City Council of the City of Port Hueneme, granting approval of Conditional Use Permit No. PHCU-883 (Channel Bay, LLC Cannabis Dispensary)*; and
2. Introduce, by title only waiving full reading, *an Ordinance approving and adopting a development agreement under Government Code Sections 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 Channel Bay, LLC*

AYES: Rollins, Hernandez, Martinez, Perez, Gama

BUSINESS ITEMS

6. [Adoption of Resolution Updating the Master Fee Schedule](#)

Deputy City Manager Charles Peretz presented the report and answered Council questions.

Discussion ensued among City Councilmembers, particularly regarding the Junior Lifeguard Program, to which Staff provided information and answers.

ROLL CALL VOTE

It was moved by Councilmember Hernandez, seconded by Councilmember Perez and passed unanimously to adopt Resolution No. 4341 updating the Master Fee Schedule.

AYES: Hernandez, Perez, Martinez, Rollins, Gama

7. [Professional Services Agreement \(PSA\) with Michael K. Nunley and Associates \(MKN\) for Preparation of the 2020 City of Port Hueneme's Urban Water Management Plan](#)

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 execute the PSA in the amount not-to- exceed \$51,802 with Michael K Nunley & Associates (MKN).

AYES: Hernandez, Rollins, Martinez, Perez, Gama

8. [Red Curb Policy](#)

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

Discussion ensued among Councilmembers regarding the different options, costs, and policies regarding the Council's request for an update on potentially painting the curbs red in front of the City's 4,000+ fire hydrants.

Council received and filed the report. No roll call vote was taken.

9. [Approve Subaward Agreement for Ventura County COVID-19 Cities Assistance Program and Adopt a Resolution Authorizing the City to Execute the Agreement](#)

Finance Director Ken McDonald presented the report and answered Council questions.

ROLL CALL VOTE

It was moved by Mayor Pro Tem Rollins, seconded by Mayor Gama and passed unanimously to approve subrecipient agreement for the Ventura County COVID-19 Cities Assistance Program, authorize the City Manager and staff to sign all required documents related to the agreement, and approve Resolution No. 4342 authorizing the execution of the

subaward agreement.

AYES: Rollins, Gama, Hernandez, Martinez, Perez

10. City/Port Community Benefit Fund Project Determination

City Manager Brick Conners presented the report and answered Council questions.

Discussion ensued among Councilmembers regarding the projects presented for their consideration.

Public Comments were received by:

- David Scrivner
- Kristin Decas

ROLL CALL VOTE

It was moved by Mayor Pro Tem Rollins, seconded by Councilmember Perez and passed by majority vote (4-1) to approve the list of City-Port Standing Committee recommended Community Benefit Projects with the removal of the following projects:

- Heroes, History, and Heritage Monument
- Welcome Billboard
- Banana Festival

The remaining unincumbered balance will be programed after consideration, recommendation, and nomination of additional Community Benefit Fund projects.

An additional motion was made by Mayor Pro Tem Rollins to place the Community Benefit Fund Project Determination item on the next City Council agenda for the Council to have an additional opportunity to allocate the remaining funds and to nominate future Community Benefit Fund projects. The motion was seconded by Councilmember Perez and passed unanimously.

AYES: Rollins, Perez, Martinez, Gama

NOES: Hernandez

11. Exclusive Negotiating Agreement between City and Oxnard Harbor District for 100 Ponoma (Market Street)

City Manager Brick Conners presented the report and answered Council questions.

Public Comments were read into the record and received by:

- Mike Wallace
- Chuck Caulkins
- Casey Dexter
- Kevin Brannon
- Janet Ritza
- Raudel Flores
- Jess Ramirez
- Len Mazzella

Discussion ensued among Councilmembers, and the Deputy City Attorney provided background and information regarding the City/Port Agreements. Clarifications were made as to what the Exclusive Negotiating Agreement entailed, and what the City Council's role would be for the sale of the subject property in the future.

ROLL CALL VOTE

It was moved by Mayor Pro Tem Rollins to approve the recommendation as listed.

Councilmember Martinez announced that he may have a conflict of interest. After further determination by our City Attorney, it was stated that Councilmember Martinez should've

been recused from the discussion due to living within 600 feet of the subject property. Councilmember Martinez officially recused himself from the roll call vote.

The original motion by Mayor Pro Tem Rollins was seconded by Mayor Gama and passed with a majority vote (4-1 with Councilmember Martinez' recusal) to approve and authorize the Mayor and City Manager to execute and deliver an exclusive negotiating agreement ("ENA"), in the form attached hereto, Oxnard Harbor District with respect to purchase and sale negotiations for the property commonly identified as 100 Ponomo Street, Port Hueneme (the "Property").

AYES: Rollins, Gama, Hernandez, Perez

ABSTAIN: Martinez (recused due to a stated conflict of interest)

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

All request items to be placed on future agendas will require a motion, a second, and a majority vote per adopted Council policies.

Mayor Gama: Detailed his membership in BEACON and expressed his appreciation that Councilmember Hernandez participated. Indicated that BEACON was bringing stakeholders together regarding the dredging. Spoke regarding a previous Sand Summit, which aimed to get everyone on same page and understand the problems, and focus on maintaining funding. Expressed that the process for budgeting is very complicated and would have to pull all the bureaucracies together. Mayor Gama also serves on animal services committee as a commissioner and announced an upcoming meeting. In terms of COVID and the future, he wants everyone to keep faith, be positive, keep staying healthy. Expressed hope we can get there together and look towards a wonderful summer with a beach festival. Applauded the Cops for Tots wonderful event, and the COVID-safe precautions taken during the event. Expressed his thanks to the team effort and staff for their hard work.

Mayor Pro Tem Rollins: Expressed his desire to add a City Ordinance banning smoking in the parks and the need at the beach for a receptacle/disposal of cigarette butts. Alluding to a previous presentation from Surfrider, an organization which would place the receptacles down at beaches, and indicated he'd like to utilize their services. Asked for an update on a potential City dog park, to which Staff indicated the next step is the completion of the Parks Master Plan and budget resources and schedules.

Councilmember Hernandez: Announced her attendance at committee meetings such as the City/Port Standing Committee and the Ventura County Regional Energy Alliance, who was working to obtain funding and work on projects that are energy efficient such as EV stations. Indicated that RDP-21 plans to collaborate with BEACON regarding the Sand Summit and provided a background on the advocacy group which supported and lobbied for the base. Also provided a detailed description on the Ventura County Regional Sanitation District, which represented all 10 cities, and were getting ready to apply for a CUP to extend the life of the Toland Landfill. Announced she was appointed to be on the public safety for Channel Counties under the League of California Cities, and also serving on the County Library Commission. She was extended an invitation to participate on the Cal State Channel Islands Land Use Committee, and was thoroughly involved throughout the community. Offered to speak to any of her colleagues, if they had an interest in any of her current committees. Asked City Clerk Buxkemper to distribute the Council Appointments List.

Councilmember Martinez: Inquired about an update on parks, but expressed his full faith that City Manager Conners was taking care of it and making good progress. Councilmember Martinez expressed his continued interest in renovating the parks and youth programs.

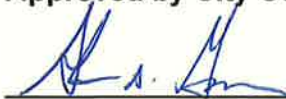
Councilmember Perez: Expressed an interest in information regarding the Port Hueneme Chamber of Commerce and more information on what that organization was doing as an important entity for small businesses.

ROLL CALL VOTE: Mayor Gama moved to agendize the Chamber of Commerce update as soon as possible, in an effort to look at options for providing recommendations for creating, establishing, or moving forward with a chamber. Mayor Pro Tem Rollins seconded the motions, which was unanimously approved by the Council.

ADJOURNMENT

The City Council adjourned at 11:23 p.m. to the regular meeting of Wednesday, January 13, 2020, to be broadcasted at 6:30 p.m. from the City Hall Council Chamber.

Approved by City Council: January 19, 2021



Steven A. Gama
Mayor



Kristy Buxkemper
City Clerk