



# City of Port Hueneme

## City Council Regular Meeting Minutes

June 7, 2021

Port Hueneme City Hall: 250 North Ventura Road  
Port Hueneme, CA 93041 (Virtual Meeting Broadcast Live)

5:30 p.m. 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, the City Hall Council Chamber will be closed to the public until further notice. The following provides information to the public on how to observe and/or participate in City meetings 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 5:00p.m. on June 7, 2021 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](http://www.PortHuenemeEmergency.org)

### 5:30 P.M. – CITY COUNCIL CLOSED SESSION AGENDA

**CALL TO ORDER** Mayor Gama called the closed session meeting to order at 5:32 p.m.

#### **ROLL CALL**

Present: Council Members Hernandez, Martinez, Perez; Mayor Pro Tem Rollins; Mayor Gama  
Absent: None

#### **GENERAL PUBLIC COMMENT (10 Minutes)**

No closed session general public comments were submitted.

#### **CLOSED SESSION ITEMS**

Deputy City Attorney Kevin Spaulding read the closed session items into the record.

##### **1. CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION**

Significant exposure to litigation exists based upon the existing facts and circumstances in accordance with Government Code section 54956.9(c)(2). These facts and circumstances arise out of a series of transactions between City of Oxnard and City of Port Hueneme relating to disputed amounts of payment for wastewater treatment services.

Number of potential cases: (1)

Mayor Gama asked if Council had any conflict of interest disclosures with the above listed item. No conflicts of interest were disclosed.

**RECESS TO CLOSED SESSION** Mayor Gama recessed the closed session meeting at 5:33 p.m. Closed session adjourned at 6:18 p.m.

**6:30 P.M. CITY COUNCIL REGULAR MEETING AGENDA** Mayor Gama called the meeting to order at 6:31 p.m. and lead the flag salute.

### **ROLL CALL**

Present: Council Members Hernandez, Martinez, Perez; Mayor Pro Tem Rollins; and Mayor Gama  
Absent: None

**CLOSED SESSION REPORT** Deputy City Attorney Kevin Spaulding provided the closed session report indicating no reportable action.

**INSPIRATION** Mayor Gama provided the inspiration.

### **AGENDA APPROVAL FOR CITY COUNCIL**

#### City Council Agenda Approval

A motion was made by Councilmember Hernandez seconded by Mayor Pro Tem Rollins and unanimously passed to approve the City Council Agenda of June 7, 2021.

AYES: Hernandez, Rollins, Gama, Martinez, Perez

### **GENERAL PUBLIC COMMENTS**

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 general public comments were submitted.

### **PRESENTATIONS**

1. COVID-19 Update

Police Chief Andrew Salinas provided a COVID-19 update including current positive case numbers reporting a decreased low rate, state and county-wide metrics, vaccination numbers and percentages, and spoke regarding the California State Guideline restriction reduction planned for June 15, 2021 and reported on vaccination pop-up events.

2. Legal Restrictions and Consequences of Litter, Plastic, and Styrofoam

Deputy City Attorney Kevin Spaulding provided a report to Council regarding Federal, State and Local regulations and restrictions related to single-use plastics, litter and Styrofoam. Spaulding provided a background on the Trash Reduction Act of 2015, Proposition 67 Single-Use Carryout Bag Ban, local actions for single-use plastics, US Food and Drug Administration guidelines on recycled plastics, and polystyrene. Spaulding answered council questions.

### **CONSENT CALENDAR AGENDA**

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

3. Approved Minutes of the City Council for the Regular Meeting of May 17, 2021

4. Received and Filed the Finance Cash Disbursements from May 11, 2021 through June 2, 2021

5. Authorized Out-of-State Travel for Police Chief Andrew Salinas to Attend the FBI National Academy Annual Training Conference in Orlando, Florida from July 5-10, 2021

6. Adopted Resolution No. 4355 for Fiscal Year 2021-2022 Budget Funded by SB1: The Road Repair and Accountability Act of 2017 for the List of Proposed Road Maintenance and Rehabilitation Projects for Submittal to the California Transportation Commission

7. Authorized the Award of a Contract to J&H Engineering General Contractors, Inc. Construction to Remove and Re-Construct the Existing Pickle Ball Courts at Moranda Park

Mayor Gama announced he would abstain from voting on agenda item #7 due to a stated conflict of interest living within 500 feet of Moranda Park.

Two separate roll call votes were conducted for the Consent Calendar.

**CONSENT CALENDAR ROLL CALL VOTE #1**

It was moved by Mayor Gama, seconded by Councilmember Hernandez and passed unanimously to approve the Consent Calendar Agenda items #3-6.

AYES: Gama, Hernandez, Martinez, Perez, Rollins

**CONSENT CALENDAR ROLL CALL VOTE#2**

It was moved by Mayor Pro Tem Rollins seconded by Councilmember Hernandez and passed by majority vote (4-1-0 with Mayor Gama abstaining) to approve the Consent Calendar Agenda item #7.

AYES: Rollins, Hernandez, Martinez, Perez

ABSTAIN: Gama

**PUBLIC HEARINGS**

8. [Special Use Permit No. 14-21 for the Port Hueneme Police Department and Police Explorers Car Show and Fundraising Event](#)

The Public Hearing was opened at 7:22 p.m. 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.

Police Chief Andrew Salinas presented the report to Council.

No public comments were submitted from the public.

The public hearing was closed at 7:32 p.m.

**ROLL CALL VOTE**

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

1. Adopt Resolution No. 4356 of the City Council of the City of Port Hueneme deeming a temporary event exempt from the California Environmental Quality Act and conditionally approving Special Use Permit No. 14-21 (Port Hueneme Police Department and Police Explorers Car Show and fundraising event – Located at 550 E. Surfside Drive and Oceanview Drive); and
2. Authorize the Director of Community Development to file a Notice of Exemption for the project in accordance with provisions of the California Environmental Quality Act ("CEQA".)

AYES: Rollins, Gama, Hernandez, Martinez, Perez

9. [Ordinance Amending and Superseding Ordinance 727 and 734 Establishing Caps on Commercial Cannabis](#)

The Public Hearing was opened at 7:34 p.m. 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.

Deputy City Attorney Kevin Spaulding presented the report to Council.

Discussion ensued among Councilmembers regarding the different caps placed on the various components of the commercial cannabis business.

Public comments were read into the record and submitted by:

- Beth Thuna
- Marcus Thuna

Councilmember Martinez requested the City Attorney's advice regarding a potential conflict of interest with his personal business and questioned his need to recuse himself from the vote.

Deputy City Attorney Spaulding advised Councilmembers of their obligations to state Conflicts of Interest at the beginning of the public hear and to recuse themselves from all discussion, and requested prior notice to be able to review and provide advice regarding individual conflicts of interest.

Mayor Pro Tem Rollins also declared a conflict of interest living within 1000 feet of potential manufacturing properties.

Councilmember Martinez and Mayor Pro Tem Rollins were removed from the meeting and placed into a virtual waiting room.

The public hearing was closed at 8:09 p.m.

#### **ROLL CALL VOTE**

It was moved by Councilmember Hernandez, seconded by Councilmember Perez and passed by majority vote (3-2-0 with Mayor Pro Tem Rollins and Councilmember Martinez abstaining) to introduce, for first reading, waiving reading of the full text, an Ordinance of the City Council of the City of Port Hueneme amending Article III of the Municipal Code to supersede Ordinances 727 and 734, which comprise Chapter 12, to implement various laws of the State of California by allowing medicinal and nonmedicinal and/or commercial cannabis facilities within the City subject to regulatory parameters that protect health, safety, and welfare.

AYES: Hernandez, Perez, Gama

ABSTAIN: Martinez, Rollins

*Mayor Pro Tem Rollins and Councilmember Martinez returned to the virtual meeting and resumed their seats at the dais.*

#### **BUSINESS ITEMS**

10. [Annual Assessments for Assessment District No. 87-1, Assessment District No. 91-1, and Assessment District No. 95-3](#)

Public Works Director Don Villafana provided the report on the annual assessment and answered questions from the City Council.

#### **ROLL CALL VOTE**

It was moved by Mayor Gama, seconded by Councilmember Perez and passed unanimously to:

1. Adopt Resolution No. 4357 of the City Council of the City of Port Hueneme, California, declaring its intention to order the levy and collection of assessments for the Lighting Maintenance Assessment District No. 87-1 for the fiscal year beginning July 1, 2021, and ending June 30, 2022; and
2. Adopt Resolution No. 4358 of the City Council of the City of Port Hueneme, California, declaring its intention to order the levy and collection of assessments for the Parkway and

Median Assessment District No. 91-1 for the fiscal year beginning July 1, 2021, and ending June 30, 2022; and

3. Adopt Resolution No. 4359 of the City Council of the City of Port Hueneme, California, declaring its intention to order the levy and collection of assessments for the Port Hueneme Drainage Maintenance Assessment District No. 95-3 for the fiscal year beginning July 1, 2021, and ending June 30, 2022.

AYES: Gama, Perez, Hernandez, Martinez, Rollins

11. [Extension of Economic Development Consultant Contract - Kharis Navigating](#)

City Manager Brick Conners provided the report regarding the Kharis Navigating Contract and answered questions from the City Council.

**ROLL CALL VOTE**

It was moved by Councilmember Martinez, seconded by Councilmember Perez and passed unanimously to approve and authorize the City Manager to execute an extension of the existing contract for professional economic development services with Steve Kinney, dba Kharis Navigating, through June 30, 2022.

AYES: Martinez, Perez, Hernandez, Rollins, Gama

12. [Hueneme Beach Festival Overview and Update](#)

Police Chief Andrew Salinas provided the report regarding the upcoming Hueneme Beach Festival scheduled for August 28-29, 2021 and answered questions from the City Council.

Discussion ensued among Councilmembers regarding the various planned events for the Hueneme Beach Festival, and each member had the opportunity to provide feedback regarding their vision and recommendations.

**ROLL CALL VOTE**

It was moved by Councilmember Martinez, seconded by Councilmember Hernandez and passed unanimously to approve all items and recommendations presented by Chief Salinas for the Hueneme Beach Festival.

Chief Salinas clarified that Councilmembers were additionally approving the planned extended hours of the Hueneme Beach Festival to which they verbally consented.

AYES: Martinez, Hernandez, Perez, Rollins, Gama

13. [Adoption of Information Technology Master Plan](#)

Information Technology Manager Aaron Wedemeyer provided an overview report and consultant Roy Hernandez provided a comprehensive overview of the IT Master Plan and answered questions from the City Council.

**ROLL CALL VOTE**

It was moved by Councilmember Martinez, seconded by Councilmember Hernandez and passed by majority vote (4-0-1 with Mayor Gama dissenting) to adopt Resolution No. 4360 of the City Council of the City of Port Hueneme, California, approving and adopting the 5-Year Information Technology Master Plan (ITMP).

AYES: Martinez, Hernandez, Rollins, Perez

NOES: Gama

## COUNCIL MEMBERS' REPORTS AND COMMENTS

Council Members are appointed to various Regional Committees/Agencies/Boards and will report out on their activities with these organizations and put forth any comments in regards to community events at this time.

**Mayor Gama:** Expressed his appreciation to the Police Officers Association for their generous donation to the Little League and his desire to take better care of our teams. Indicated that the Cops for Tots donated as well. Provided an update on BEACONS efforts to arrange a meeting with Julia Brownley and all of the stakeholders regarding beach nourishment to talk about the sand level deficit. Indicated that he would like a section on the agenda for the City Manager to provide comments and reports, to which City Manager Connors agreed it was needed and would be added to future agendas.

**Mayor Pro Tem Rollins:** Attended a VC Transportation Commission meeting who are in the process of doing a 20-year Strategic Master Plan. Toured the new Gold Coast Bus Facility and was impressed by their maintenance facility. Indicated that Captain Chism who oversees Point Mugu would be retiring and replaced by someone coming in from the East Coast.

**Councilmember Hernandez:** Indicated that she continued to serve on the Ventura County Regional Sanitation Commission and attended several recent closed session meetings. She also attended a VC Regional Energy Alliance Committee where the Port of Hueneme gave a presentation on their Green Energy Program and asked for the City to have a similar future presentation. Indicated there would be an upcoming SCAG meeting on transportation and public safety and she would have additional information at the next meeting. Detailed her attendance for RDP-21, announced the Bard Mansion is open, and Fathom Works would have an open house in September. Indicated that BEACON membership dues are being requested and thanked the City Manager for asking for updates on BEACON's accomplishments. Congratulated the Library who won \$5,000 and for everyone who voted for them, and congratulated Councilmember Perez for her leadership and campaign for NAMI. Expressed concern over the coyote problem in Port Hueneme detailing several neighbors who had lost cats and encouraged the Police Chief to publish a bulletin and asked the community to bring their pets in at night.

**Councilmember Martinez:** No committee reports to provide. Applauded moving forward with the Hueneme Beach Festival.

**Councilmember Perez:** No committees reports to provide. Updated the Council on the NAMI fundraiser which had over \$100,000 contributed, a \$25,000 increase from last year. First responders raised over \$60,000. Indicated that they were already getting an early head start on next year and hoped for an even better turnout. Indicated she participated in the JPIA elected officials conference which provided good information regarding City Manager, Staff and Council relations.

## REQUEST FOR FUTURE AGENDA ITEMS

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

**Councilmember Hernandez:** Requested a presentation on California Green Business Network through energy alliance expressing it would benefit businesses who are either recovering from COVID or new businesses to get cost benefits for installing greener systems.

**ROLL CALL VOTE:** A motion was made by Councilmember Hernandez, seconded by Councilmember Martinez and carried unanimously 5-0 to approve the requested item for a future Council agenda.

**Mayor Gama:** Requested an agenda item adding a City Manager reports and comments section to future agendas.

**ROLL CALL VOTE:** A motion was made by Mayor Gama, seconded by Mayor Pro Tem Rollins and carried unanimously 5-0 to approve the requested item for a future Council agenda.

**Mayor Pro Tem Rollins:** Requested an agenda item to have, as part of budget process, a separate preliminary open Council meeting workshop where each Council Member can review and develop as a collective body budget goals and priorities.

**ROLL CALL VOTE:** A motion was made by Mayor Pro Tem Rollins, seconded by Mayor Gama and carried unanimously 5-0 to approve the requested item for a future Council agenda.

**Councilmember Martinez:** Requested an update on how to move forward with a ban on plastics and Styrofoam similar to other Ventura County Cities. The motion was seconded by Mayor Gama.

Councilmember Hernandez requested for the City Council to first hear a presentation planned by Surfrider prior to moving forward on the ordinance. Councilmember Martinez agreed.

**Martinez Request #2:** Requested City staff to research positions lost from 2007 to present and provide a report to assist the Council on making better choices on which positions to bring back. City Manager Connors spoke regarding an upcoming Class and Comp study which would cover Councilmember Martinez' request. No vote was taken.

**Martinez Request #3:** Requesting the City Attorney to provide training on how to help the Mayor and Council run City meetings more efficiently. Councilmember Hernandez seconded the motion. Deputy City Attorney Spaulding indicated he would provide a video for the Council.

#### **ADJOURNMENT**

The City Council adjourned in honor and recognition of Pride Month at 10:54 p.m. to the regular meeting of Monday, June 21, 2021, to be a virtual meeting broadcast at 6:30 p.m. from the City Hall Council Chamber.

**Minutes approved by City Council: June 21, 2021**



Steven A. Gama, Mayor



Kristy Buxkemper, City Clerk

