



City of Port Hueneme

City Council Regular Meeting Agenda

January 17, 2023

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

6:00 p.m. Closed Session | 6:30 p.m. (In-Person and Virtually)

The following provides information to the public on how to observe and/or participate in City meetings remotely:

- Meeting Zoom Link for Live Public Participation and Real Time Public Comments:
<https://us02web.zoom.us/j/82079230669?pwd=cm8zTGJmek1EQS9kdHhUYWtiSit0dz09>
Dial by your location: Meeting ID: 820 7923 0669 / Passcode: 144424
+669 900 6833 US (San Jose) +346 248 7799 US (Houston) +253 215 8782 US (Tacoma)
+312 626 6799 US (Chicago) +929 205 6099 US (New York) +301 715 8592 US (Washington DC)
- Meetings can also be viewed at: <http://porthuenemeca.suiteonemedia.com/web/Home.aspx>
- In-person and virtual public comments may be made during the opportunities for General Public Comment. Submission of public comment may be accomplished through the raised hand function or identification to the City Clerk if made by telephone.
- Public comments pertaining to specific agenda items may be made in the same manner as during General Public Comment after the agenda item is announced and Staff has presented the item.
- Written comments should be no more than 500 words, are requested to be received by 5:00 pm, and can be submitted to the City Clerk at: clerk@ci.port-hueneme.ca.us. Please enter "City Council Public Comment" in the Subject line and agenda item number if applicable.
- All public comments will be part of the official record and minutes will notate all submissions.
- Additional electronic meeting guidelines can be found 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

ROLL CALL

Councilmembers Gama, Hernandez, McQueen-Legohn; Mayor Pro Tem Perez; Mayor Martinez

GENERAL PUBLIC COMMENT (10 Minutes)

The Council will hear closed session public comments for a maximum of 10 minutes. The Council cannot enter into a detailed discussion or take any action on comments, but may refer them to the City Manager for follow up or scheduling on a subsequent agenda for discussion. Each submitted comment must be 500 words or less.

CLOSED SESSION ITEMS

With respect to every item of business to be discussed in CLOSED SESSION, pursuant to the California Government Code:

1. CONFERENCE WITH REAL PROPERTY NEGOTIATORS
Authority: Government Code § 54956.8
PROPERTY: 140 Pleasant Valley Road
NEGOTIATING PARTIES: City of Port Hueneme and Larramendy Family Trust
UNDER NEGOTIATION: Price and Terms of Payment

CONFLICT OF INTEREST DECLARATION

RECESS TO CLOSED SESSION

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

CALL TO ORDER / FLAG SALUTE

ROLL CALL

Councilmembers Gama, Hernandez, McQueen-Legohn; Mayor Pro Tem Perez; Mayor Martinez

INSPIRATION Mayor Martinez

CLOSED SESSION REPORT

GENERAL PUBLIC COMMENT

Members of the public may submit comments on the Agenda or that is within the subject matter jurisdiction of the City Council. Written comments are requested to be received by the City Clerk by 5:00p.m. on the day of the City Council meeting to ensure they are received and considered by Council. Please enter "City Council Public Comment" in the Subject line. Public comments may also be made by accessing the available meeting zoom link and providing real-time (virtual) comments at appropriate public comment times throughout the meeting. All written public comments should be no more than 500 words and will be part of the official record and subject to the Public Records Request Act and all live public comments should be no more than 3 minutes in length.

AGENDA APPROVAL FOR CITY COUNCIL

City Council Agenda Approval

Recommendation: Approve the City Council Agenda of January 17, 2023.

CONFLICT OF INTEREST DECLARATION

PRESENTATIONS

- A. State of the Port Presentation by Kristin Decas, CEO/Port Director of The Port of Hueneme Oxnard Harbor District
- B. Alaska Flight 261 Memorial Proclamation
- C. Martin Luther King Day Proclamation

CONSENT CALENDAR AGENDA

All matters listed on the Consent Calendar are to be considered routine by the governing body, and will be enacted by one motion in the form listed. There will be no discussion of these items unless, before the governing body votes on the motion to adopt, specific items are removed from the Consent Calendar for separate motions

1. [Register of Disbursements](#)

Recommendation: Receive and file the City's register of disbursements for the period of December 15, 2022 through January 10, 2023.

2. [Second Reading, by Title Only, Waiving Full Reading, and Adoption of Ordinance Amending Section 10802 Of Chapter 6 of Article X of the Port Hueneme Municipal Code, Pertaining to Development Standards for Accessory Dwelling Units](#)

Recommendation: Read, by title only, waiving a full reading of the ordinance, and adopt the proposed ordinance amending Section 10802 of Chapter 6 of Article X of the Port

Hueneme Municipal Code, pertaining to Development Standards for Accessory Dwelling Units, and find that the project is exempt from CEQA.

3. [Professional Auditing Services](#)

Recommendation: Authorize staff to proceed with a Request for Proposal (RFP) for City-Wide Professional Auditing Services.

4. [Award of Contract for Office 365 Implementation/Conversion](#)

Recommendation: Award a contract to KPCS Consulting LLC for Office 365 Implementation/Conversion, and authorize the City Manager to execute a contract subject to review and approval of the City Attorney.

PUBLIC HEARINGS – None.

BUSINESS ITEMS

5. [Design and Construction of New Sidewalk & Replacement/or Upgrade of Existing Sidewalk Along Scott Street between Ponomo Street and 2nd Street](#)

Recommendation: City Council discuss the construction of new sidewalk along Scott Street between Ponomo Street and N. 2nd Street and direct staff to take such action as it deems appropriate.

After considering all provided information, the Council is asked to take one of the following actions:

1. Amend the CIP, indicate the project's priority within it, and direct staff to prepare an engineered design for project construction.
2. Defer the construction of the sidewalk until the status of the sale of the property is resolved.
3. Provide other direction as the City Council determines appropriate.

6. [City Council Legislative Platform Policy](#)

Recommendation: City Council consider and adopt the attached Legislative Platform and/or any revisions deemed appropriate.

7. [City Council Liaison Committee Appointments for 2023](#)

Recommendation:

Option 1. Approve the 2023 Council Appointment List as presented; or

Option 2. Discuss, reorganize, and appoint or reappoint Councilmembers to various committees, regional boards, and commissions for 2023.

8. [Proposals for City Manager Recruitment Services](#)

Recommendation: City Council review proposals for City Manager recruitment services and provide direction to staff.

CITY MANAGER COMMENTS AND REPORTS

COUNCILMEMBERS' 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 Martinez: City-Port Standing Committee; Recreation, Education, Arts, Culture in Hueneme (REACH); Sister City Committee

Mayor Pro Tem Perez: Economic Development Collaborative (EDC-VC); Port Hueneme Water Agency (PHWA); Southern California Association of Governments (SCAG)

Councilmember Gama: Animal Services Commission; Beach Erosion Authority for Clean Oceans and Nourishment (BEACON); California Joint Powers Insurance Authority (CJPIA); Ventura Council of Governments (VCOG)

Councilmember Hernandez: California State University Channel Islands Site Authority; Point Mugu Regional Airport Authority; Port Hueneme Water Agency (PHWA); Southern California Association of Governments (SCAG); Southern California Edison Advisory Committee; Ventura County Regional Energy Alliance District Board (VCREA); Ventura Regional Sanitation District (VRSD)

Councilmember McQueen-Legohn: Air Pollution Control Board; Others TBD at the 1/17/2023 City Council Meeting

REQUEST FOR FUTURE AGENDA ITEMS

Councilmembers may request items to be placed on future agendas at this time. All requested items will require a motion, a second, and a majority vote, per adopted Council policies, to be placed on a future agenda and will be scheduled at the City Manager's discretion.

ADJOURNMENT

The City Council will adjourn to its next regular meeting scheduled for Monday, February 6, 2022, at 6:30 p.m.

Copies of staff reports or other written documentation relating to each item of business referred to in this Agenda are available for public inspection in the Office of the City Clerk and on the City's website at www.cityofporthueneme.org. Materials received after agenda packet distributions are made available to the public on the City's website and in the City Clerk's office at the same time they are provided to the Council. IN COMPLIANCE WITH THE AMERICANS WITH DISABILITIES ACT, IF YOU NEED SPECIAL ASSISTANCE TO PARTICIPATE IN THIS MEETING, CONTACT THE OFFICE OF THE CITY CLERK AT (805) 986-6503 OR THE CALIFORNIA RELAY SERVICE. NOTICE 48 HOURS PRIOR TO THE MEETING WILL ENABLE THE CITY TO MAKE REASONABLE ARRANGEMENTS TO ALLOW PARTICIPATION IN THIS MEETING

I, Georgianna Nicole Alvarez, City Clerk of the City of Port Hueneme, do hereby affirm that the agenda was posted at least 72 hours in advance of the meeting on the City's website and near the front entrance of Port Hueneme City Hall, 250 N. Ventura Road, Port Hueneme, California, 93041, in accordance with California Government Code Section 54954.2(a).