



City of Port Hueneme

City Council Regular Meeting Agenda Housing Authority Special Meeting Agenda

March 20, 2023

**Port Hueneme City Hall
250 North Ventura Road, Port Hueneme, CA 93041
Teleconference Location: Residence Inn by Marriott - Business Center/Lobby
2850 South Potomac Avenue Arlington, VA 22202
(In-Person and Virtually via Zoom)**

5:30 PM Closed Session | 6:30 PM Regular Session

Notice and Call of a Special Meeting of the Port Hueneme Housing Authority

NOTICE IS HEREBY GIVEN that a special meeting of the Port Hueneme Housing Authority is hereby called to be held on Monday, March 20, 2023, at 6:30 p.m. in the Council Chamber located at Port Hueneme City Hall, 250 North Ventura Road, Port Hueneme, CA 93041, and virtually via Zoom (link is provided in attached agenda). Said special meeting shall be for the purpose of conducting business in accordance with the attached Agenda.

/s/Roberto “Bobby” Martinez, Chair of the City of Port Hueneme Housing Authority

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/87883424772?pwd=Wkd3SEhUbEpGb2tGenlwSzJUVVJwZz09>
Dial by your location: Meeting ID: 878 8342 4772 / Passcode: 958920
+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>
- *Public comments may be submitted in person, virtually via Zoom, or written. In-person and virtual comments should be no longer than 3 minutes.*
In-Person: Complete a speaker request form located at the entrance of the Council Chamber and give it to the City/Authority Clerk. Your name will be called when it is your turn to speak.
Virtually via Zoom: Access the meeting Zoom link to provide real-time (virtual) comments at appropriate public comment times throughout the meeting by using the raise hand feature.
Written: All written public comments should be no more than 500 words and are subject to the Public Records Request Act. Written comments should be submitted to the City/Authority Clerk by 5:00 p.m. on the day of the City Council/Housing Authority meeting by email or directly to the City/Authority Clerk’s Office. Email clerk@cityofporthueneme.org and enter “City Council (or Housing Authority) Public Comment” in the Subject line (and agenda item number if applicable). Mail or drop off written comments to the City/Authority Clerk’s Office located at 250 N. Ventura Road, Port Hueneme, CA 93041. Please clearly mark envelope with “City Council (or Housing Authority) Public Comment and meeting date”.
- *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

5:30 PM – CITY COUNCIL CLOSED SESSION AGENDA

CALL TO ORDER

ROLL CALL

Councilmembers Steven A. Gama, Laura D. Hernandez, Martha R. McQueen-Legohn; Mayor Pro Tem Misty Perez; Mayor Roberto “Bobby” Martinez

PUBLIC COMMENT (10 Minutes)

The Council will hear closed session public comments for a maximum of 10 minutes. In-person and virtual public comments should be no more than 3 minutes in length. Written comments should be no more than 500 words. Please see Agenda cover page for submission instructions.

CLOSED SESSION ITEMS

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

- A. CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION
Authority: Government Code section 54956.9, subdivision (d)(1)
Case: City of Port Hueneme v. Dario Pini, *et al.*
Ventura County Superior Court Case No: 56-2019-00533286-CU-PT-VTA

CONFLICT OF INTEREST DECLARATION

RECESS TO CLOSED SESSION

6:30 PM CITY COUNCIL REGULAR MEETING AGENDA

CALL TO ORDER / FLAG SALUTE

ROLL CALL

Councilmembers Steven A. Gama, Laura D. Hernandez, Martha R. McQueen-Legohn; Mayor Pro Tem Misty Perez; Mayor Roberto “Bobby” Martinez

INSPIRATION

Given by Councilmember McQueen-Legohn

CLOSED SESSION REPORT

PUBLIC COMMENT

Members of the public may submit comments for items on the Agenda or that is within the subject matter jurisdiction of the City Council. General public comments regarding items *Not* on the Agenda will be heard at this time. State law prohibits Council from taking action on any item *Not* on the Agenda. Comments regarding items on the Agenda will be heard when the item is addressed. In-person and virtual public comments should be no more than 3 minutes in length. Written comments should be no more than 500 words. Please see Agenda cover page for submission instructions.

AGENDA APPROVAL FOR CITY COUNCIL

City Council Agenda Approval

Recommendation: Approve the City Council Agenda of March 20, 2023.

CONFLICT OF INTEREST DECLARATION

RECESS THE CITY COUNCIL MEETING

CALL TO ORDER THE PORT HUENEME HOUSING AUTHORITY SPECIAL MEETING

ROLL CALL

Port Hueneme Housing Authority Members Johnny Brown, Robert Blackwell, Steven A. Gama, Laura D. Hernandez, and Martha R. McQueen-Legohn; Vice Chair Misty Perez, and Chair Roberto “Bobby” Martinez

HOUSING AUTHORITY PUBLIC COMMENT (10 Minutes)

Members of the public may submit comments only on scheduled items on the Agenda at this time. In-person and virtual public comments should be no more than 3 minutes in length. Written comments should be no more than 500 words. Please see Agenda cover page for submission instructions.

HOUSING AUTHORITY CONSENT CALENDAR

1. [Minutes](#)

Recommendation: Approve the September 19, 2022, Housing Authority Special Meeting Minutes.

2. [Register of Disbursements](#)

Recommendation: Receive and file the Housing Authority’s register of disbursements for the period of September 13, 2022 through March 13, 2023.

HOUSING AUTHORITY BUSINESS ITEMS

3. [Adoption of Amended Housing Authority Budget for Fiscal Year 2022-2023](#)

Recommendation: Adopt a Resolution of the Housing Authority of the City of Port Hueneme, California, Approving the Fiscal Year (FY) 2022-2023 Amended Budget

AUTHORITY MEMBERS’ REPORTS, COMMENTS, & REQUEST FOR FUTURE AGENDA ITEMS

ADJOURNMENT OF THE PORT HUENEME HOUSING AUTHORITY SPECIAL MEETING

The Port Hueneme Housing Authority will adjourn to its next regular meeting of April 3, 2023, at 6:30 p.m.

RECONVENE CITY COUNCIL REGULAR MEETING

PRESENTATIONS

4. Air Pollution Control Board District Presentation
5. Clean Power Alliance Presentation
6. [Hazard Mitigation Presentation](#)
7. City Employee Recognition

CONSENT CALENDAR

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

8. [Minutes](#)

Recommendation: Approve the March 6, 2023, City Council Regular Meeting Minutes.

9. [Register of Disbursements](#)

Recommendation: Receive and file the City's register of disbursements for the period of March 2, 2023 through March 13, 2023.

10. [Updated City Budget Policy](#)

Recommendation: Receive and file the City's updated Budget Policy.

11. [City Payment Card Data Security Policy](#)

Recommendation: Receive and file the City's new Payment Card Data Security Policy.

12. [Authorization for Out of State Travel - Training](#)

Recommendation: Authorize Property and Evidence Supervisor Frank Montelongo to attend the 2023 Axon Accelerate Conference in Phoenix, Arizona from April 11–13, 2023.

13. [Officer Wellness Grant](#)

Recommendation: Adopt a resolution accepting \$20,000 from the California Board of State and Community Corrections (BSCC) Officer Wellness and Mental Health Grant.

14. [Transactions and Use Tax Citizens Oversight Committee Appointments](#)

Recommendation: Confirm and approve the following appointments to the Transaction and Use Tax Citizens Oversight Committee for two-year terms ending January 31, 2025.

- Mayor Martinez to appoint Gailen Vick
- Councilmember McQueen-Legohn to appoint Valeria Lopez

15. [Designation of City Manager to Make Determinations of Public Convenience or Necessity for Persons/Premises Applying for an ABC License](#)

Recommendation: Designate the City Manager to make determinations of public convenience or necessity for persons/premises applying for ABC licenses.

16. [Award of Contract to Lauterbach and Associates, Architects, Inc., for the Design Development of the Bubbling Springs Park Renewal Project](#)

Recommendation:

1. Authorize the Interim City Manager to execute an agreement, with Lauterbach and Associates Architects, Inc. for the Design Development for the Bubbling Springs Park Renewal Project in the amount of \$401,250.00.
2. Authorize an appropriation of \$401,250.00 for design services to be allocated to the General Fund. This pre-construction expenditure is reimbursable by the Statewide Park Development and Community Revitalization Program (SPP) Grant.

PUBLIC HEARINGS

17. [Proposed Ordinance Prohibiting the Use or Sale of Expanded Polystyrene \(EPS\) and Single-Serve Plastics Throughout the City of Port Hueneme](#)

Recommendation: Introduce for first reading, waiving further reading, and approve an Ordinance of the City Council of the City of Port Hueneme, California, adding a new Chapter 8 to Article V, beginning with Section 5630, to the City of Port Hueneme Municipal Code for the purposes of prohibiting the sale, manufacturing, and distribution of designated expanded polystyrene products; and make a determination of exemption under the California Environmental Quality Act (CEQA) pursuant to CEQA Guidelines Section 15061(b)(3) of Title 14 of the California Code of Regulations.

BUSINESS ITEMS – None.

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: City-Port Standing Committee; Economic Development Collaborative (EDC-VC); Port Hueneme Water Agency (PHWA); Southern California Association of Governments (SCAG) – Community Economic Human Development Committee (CEHD)

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; 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); SCAG - Transportation Committee

Councilmember McQueen-Legohn: Air Pollution Control Board; Gold Coast Transit; Port Hueneme Water Agency (PHWA); Regional Defense Partnership for the 21st Century (RDP-21); Ventura County Transportation Commission (VCTC)

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, April 3, 2023, 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/Authority 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).