



CITY OF PORT HUENEME

City Council Regular Meeting Agenda

September 5, 2023

**Port Hueneme City Hall
250 North Ventura Road, Port Hueneme, CA 93041
(In-Person and Virtually via Zoom)**

6:30 PM Open Session

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/83523454305?pwd=M1NLcmNpaGptbjhGUxF6K0t3RXI2dz09>
Dial by your location: Meeting ID: 835 2345 4305 / Passcode: 569380
+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 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 Clerk by 5:00 p.m. on the day of the City Council meeting by email or directly to the City Clerk's Office. Email clerk@cityofporthueneme.org and enter "City Council Public Comment" in the Subject line (and agenda item number if applicable). Mail or drop off written comments to the City Clerk's Office located at 250 N. Ventura Road, Port Hueneme, CA 93041. Please clearly mark envelope with "Public Comment and meeting date".
- Additional electronic meeting guidelines can be found [at the end of the agenda.](#)

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 Gama

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

Recommendation: Approve the City Council Agenda of September 5, 2023.

CONFLICT OF INTEREST DECLARATION

PRESENTATIONS

1. 2023 Hueneme Heroes Award Proclamation Honoring Becky Breuning
2. Presentation from Police Chief Federico Regarding 4th of July Deployment 2023 & Police Chief's Focus Areas

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

3. [Minutes](#)

Recommendation: Approve the July 17, 2023, City Council Regular Meeting Minutes and the July 25, 2023, City Council Special Meeting Minutes.

4. [Register of Disbursements](#)

Recommendation: Receive and file the City's register of disbursements for the period of July 12, 2023 through August 25, 2023.

5. [Treasurer's Quarterly Investment Report – June 30, 2023](#)

Recommendation: Receive and file the Treasurer's Quarterly Investment Report for the quarter ending June 30, 2023, as presented.

6. [Authorization for Out of State Travel – Training](#)

Recommendation: Authorize the Recreation Coordinator to attend the National Recreation and Park Association in Dallas, TX from October 10-12, 2023.

7. [Authorization to Award a Contract for Citywide Tree Maintenance Services to Mariposa Tree Management, Inc.](#)

Recommendation: Authorize the City Manager to award and execute an agreement, approved as to form by the City Attorney, with Mariposa Tree Management, Inc. for a term of three years with two one-year options with a not to exceed annual amount of \$250,000 for Citywide Tree Maintenance Services.

8. [Authorization for Teacher Leave Reimbursement Associated With Out of State Travel for Mayor Bobby Martinez](#)

Recommendation: Authorize the teacher leave reimbursement for substitute teacher costs pursuant to Education Code Section 44987.3(b), in an amount not to exceed \$600, payable to the Oxnard Unified School District, to cover Mayor Bobby Martinez's absence from Tuesday, September 12, 2023, through Friday, September 15, 2023, for the City-Port joint advocacy trip to Washington, D.C.

9. [Approval of the Ventura County Stormwater Permit Implementation and Cost Sharing Agreement](#)

Recommendation: Approve the agreement and authorize the City Manager to execute the agreement, approved as to form by the City Attorney.

10. [Authorization to Enter Into a Sole-Source Professional Services Agreement with the Boys and Girls Club of Greater Oxnard and Port Hueneme](#)

Recommendation: Authorize the City Manager to execute a sole-source Agreement with the Boys and Girls Club of Greater Oxnard and Port Hueneme (BGCOP) to subcontract services needed to implement and/or support program activities for the Proposition 64 Public Health and Safety Grant Program through October 31, 2024.

PUBLIC HEARINGS – None.

BUSINESS ITEMS

11. [Citizen Advisory Commission – Amendment to Bylaws and Revision of Purpose and Functions](#)

Recommendation:

1. Approve the attached list of topics for Citizen Advisory Commission review, analysis and advisory recommendation; and
2. Approve an amendment to Citizen Advisory Commission Bylaws to establish the City Council Chamber as the Commission’s regular meeting location.

12. [Capital Improvement Plan and Budget Impact Overview](#)

Recommendation:

1. Receive an overview of the City’s budget as it relates to the Capital Improvement Plan and impact on the General Fund, and direct staff to prepare and schedule a future City Council item to establish a policy for a Capital Improvement Plan fund with a designated annual commitment from General Fund, which will allow for an annual meaningful review process for the Capital Improvement Plan.
2. Receive a draft revised Capital Improvement Plan that reduces the General Fund budgetary impact from \$3,054,000 to \$2,166,000, and provide feedback regarding priority projects.
3. Appropriate the Revised Capital Improvement Plan for FY 23/24 and FY 24/25 including ARPA and State of California Parks & Recreation grant funds for the Bubbling Springs Park Renewal Project.

13. [Advertisement of RFP for Economic Development Plan](#)

Recommendation: Authorize the City Manager to advertise a Request for Proposals for the Development of an Economic Development Plan.

14. [Designation of Voting Delegate and Alternate\(s\) for the 2023 League of California Cities Annual Conference](#)

Recommendation:

1. Appoint a voting delegate and up to two alternates to attend the League of California Cities Annual Conference to vote on behalf of the City Council at the General Assembly; and
2. Authorize the City Clerk to affirm Council’s selection and submit the 2023 Annual Conference Voting Delegate/Alternate Form to the League of California Cities.

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, September 18, 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 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).