



# CITY OF PORT HUENEME

## City Council Regular Meeting Agenda

**September 18, 2023**

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

**5:30 PM Closed Session | 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/81748561547?pwd=ZnRQcUZkNjFKOXNCd21RSStlZjlrUT09>  
*Dial by your location: Meeting ID: 817 4856 1547 / Passcode: 845519*  
*+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](mailto: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.*

### **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. PUBLIC EMPLOYEE PERFORMANCE EVALUATION  
Position: City Attorney  
Authority: Government Code § 54957, subdivision (b)(1)

## **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

*Recommendation:* Approve the City Council Agenda of September 18, 2023.

## **CONFLICT OF INTEREST DECLARATION**

## **PRESENTATIONS**

1. Banana Festival Proclamation
2. National Suicide Prevention Awareness Month Proclamation

## **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 September 5, 2023, City Council Regular Meeting Minutes.
4. [Register of Disbursements](#)  
*Recommendation:* Receive and file the City’s register of disbursements for the period of August 26, 2023 through September 8, 2023.
5. [Appointment of VCAAA \(Ventura County Area Agency on Aging\) Advisory Council Members](#)  
*Recommendation:* Appoint Jonnie Lisman and Luis Mendez II to the Ventura County Area Agency on Aging (VCAAA) Advisory Council to fill the City’s two representative vacancies.

6. [Award Fuel Purchase Agreement for City Operated Vehicles and Equipment](#)  
*Recommendation:* Authorize the City Manager to execute an agreement, approved as to form by the City Attorney, with Southern Counties Oil Company (SCOC), for a term of three years, with two optional one-year extensions, to provide fuel deliveries to service the city fleet.
7. [Finance and Police Department Position Reclassification](#)  
*Recommendation:*
  1. Reclassify one of the existing Customer Service Representative positions to a Fiscal Assistant position within the Finance Department.
  2. Reclassify one of the existing Police Department Full Time positions to an Administrative Sergeant position within the Police Department.

## **PUBLIC HEARINGS**

8. [Adoption of a Resolution Approving an Engineering and Traffic Survey Including Speed Limit Reductions in Specified Locations - Update, and Introduction for First Reading, Waiving Further Reading, of an Ordinance Amending Article III, Chapter 3, Part A, Division 15 of the Port Hueneme Municipal Code](#)  
*Recommendation:*
  1. Adopt a Resolution entitled, "A Resolution of the City Council of the City of Port Hueneme, California, Approving the 2023 Engineering and Traffic Survey Update and Adopting the Recommended Speed Limits Set Forth Therein"; and
  2. Open public hearing, introduce for first reading, read by title only, waive further reading, of an Ordinance amending Article III, Chapter 3, Part A, Division 15 of the Port Hueneme Municipal Code.

## **BUSINESS ITEMS**

9. [Speed Cushion Policy and Related Traffic Calming Options](#)  
*Recommendation:* Approve and adopt the Citywide Speed Cushion policy and receive an update on related traffic calming options, including staff seeking alternative options other than red curb in the Ponomo Street Neighborhood due to parking concerns.
10. [Authorization to Purchase BMW Police Motorcycle to Reinstate Motorcycle Enforcement](#)  
*Recommendation:* Authorize the purchase of a BMW police motorcycle to reinstate motorcycle enforcement.
11. [Investment Policy Update](#)  
*Recommendation:* Adopt a resolution, adopting the updated annual investment policy for Fiscal year 2023-24 and delegating authority to the City Treasurer to invest and reinvest City funds, and rescinding Resolution No. 4096.

## **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 (RDP); 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, October 2, 2023, at 6:30 p.m.

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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](http://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).