



# CITY OF PORT HUENEME

## City Council Regular Meeting Agenda Housing Authority Regular Meeting Agenda

**December 4, 2023**

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

**6:30 PM**

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

- Meetings may also be viewed at: <https://porthuenemeca.suiteonemedia.com/>
- Public comments may be submitted in person or in writing.
- In-Person: Complete a speaker request card 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. Public comment is limited to 3 minutes per speaker, unless for good cause, the Mayor amends the time limit. A speaker's time may not be transferred to another speaker.  
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](mailto: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.

### **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

#### **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 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 December 4, 2023.

#### **CONFLICT OF INTEREST DECLARATION**

## RECESS THE CITY COUNCIL MEETING

## CALL TO ORDER THE PORT HUENEME HOUSING AUTHORITY REGULAR 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 for items on the Agenda or that is within the subject matter jurisdiction of the Housing Authority. General public comments regarding items *Not* on the Agenda will be heard at this time. State law prohibits the Authority 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 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 October 2, 2023, Housing Authority Regular Meeting Minutes.
2. [Register of Disbursements](#)  
*Recommendation:* Receive and file the Housing Authority’s register of disbursements for the period of September 23, 2023 through November 27, 2023.
3. [Fiscal Year 2022-23 Audit Update](#)  
*Recommendation:* Receive and file the fiscal year 2022-23 audit update.

### HOUSING AUTHORITY BUSINESS ITEMS

4. [Rental Assistance Demonstration \(RAD\) Update](#)  
*Recommendation:* Receive an update on the Rental Assistance Demonstration (RAD) and authorize staff to proceed with the formation of a non-profit organization.

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

### ADJOURNMENT OF THE PORT HUENEME HOUSING AUTHORITY REGULAR MEETING

The Port Hueneme Housing Authority will adjourn to its next regular meeting scheduled for February 6, 2024, at 6:30 p.m.

### RECONVENE CITY COUNCIL REGULAR MEETING

### PRESENTATIONS

5. [Ventura County Broadband Strategic Project](#)

### 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

6. [Minutes](#)  
*Recommendation:* Approve the November 20, 2023, City Council Regular Meeting Minutes.

7. [Register of Disbursements](#)  
*Recommendation:* Receive and file the City's register of disbursements for the period of November 4, 2023 through November 27, 2023.
8. [Authorization for Out of State Travel – Conference](#)  
*Recommendation:* Authorize the Finance Director and Deputy Finance Director to attend the Government Finance Officers Association (GFOA) Conference in Orlando, Florida, from June 9 – 12, 2024.
9. [Authorization for Out of State Travel – Training](#)  
*Recommendation:* Authorize Property and Evidence Supervisor Frank Montelongo to attend the 2024 Axon Accelerate Conference in Miami Beach, Florida, from April 22 – 26, 2024.
10. [2024 City Council Meeting Schedule](#)  
*Recommendation:* Approve the proposed 2024 City Council meeting schedule.
11. [756 Thayer Lane Funding Request](#)  
*Recommendation:* Authorize a funding request of \$80,000.00 for the demolition and other maintenance/administrative expenses for the Property located at 756 Thayer Lane.
12. [Authorization to Procure Goods and Services for the Bubbling Spring Renovation Project](#)  
*Recommendation:* Approve and authorize the City Manager to execute any agreements/contracts and change orders/amendments related to the Bubbling Springs Renovation project in amounts more than \$25,000.00 but no more than \$250,000.00.

**PUBLIC HEARINGS** – None.

## **BUSINESS ITEMS**

13. [Potential Prohibition of Smoking in Multi-Unit Residences](#)  
*Recommendation:* Receive a report on the City's current smoking prohibition and potential options to prohibit smoking in multi-unit residences, and provide direction.
14. [Port Hueneme Historical Museum Update](#)  
*Recommendation:* Receive an update on the status of the Museum rehabilitation efforts and approve an alternate approach to facilitate the reopening of the museum, which includes a reduction to the scope and budget for Capital Improvement Project FA2302, from \$75,000 to \$25,000.
15. [Mural Artist Selection Sub-Committee](#)  
*Recommendation:* Hear from the Mural Committee representative and then each select, by no later than December 31, 2023, an artistically-inclined member of the Port Hueneme community to serve on a sub-committee to review qualifications for the mural artist.

## **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 within these organizations and put forth any comments in regards to community events at this time.

### **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, December 18, 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/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).