



CITY OF PORT HUENEME

City Council Regular Meeting Agenda

February 5, 2024

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

6:30 PM Open Session

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 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 shall be no more than 500 words and are subject to the Public Records 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, Roberto "Bobby" Martinez; Mayor Pro Tem Martha R. McQueen-Legohn; and Mayor Misty Perez

INSPIRATION

Given by Councilmember Hernandez

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 February 5, 2024.

CONFLICT OF INTEREST DECLARATION

PRESENTATIONS

1. [World Wetlands Day Proclamation](#)
2. [Black History Month Proclamation](#)
3. [Ventura County Area Agency on Aging \(VCAAA\) Update from City Representatives](#)

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

4. [Minutes](#)
Recommendation: Approve the January 16, 2024, City Council Regular Meeting Minutes.
5. [Register of Disbursements](#)
Recommendation: Receive and file the City's register of disbursements for the period of January 6, 2024 through January 22, 2024.
6. [Treasurer's Quarterly Investment Report – December 31, 2023](#)
Recommendation: Receive and file the December 31, 2023, Treasurer's Report as presented.
7. [Proposition 64 Public Health and Safety Grant Program Cohort 3 Funding](#)
Recommendation:
 1. Adopt a Resolution of the City Council of the City of Port Hueneme, California, Authorizing the City's Participation in the Proposition 64 Public Health and Safety Program Cohort 3; and
 2. Accept the awarded Proposition 64 Public Health and Safety Grant Program funds subject to the terms and conditions specified in the grant agreement, and authorize the City Manager or his designee, to sign the agreement and any related documents and amendments; and
 3. Approve a revenue agreement with the California Board of State and Community Corrections, Contract No. BSCC 958-22, in the amount of \$2,646,665.00 for the term of May 1, 2023 through October 31, 2028, for the Proposition 64 Public Health and Safety Grant Program Cohort 3; and
 4. 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 Cohort 3 through October 31, 2028; and
 5. Authorize the City Manager to execute an Agreement with Damooi Global Research, Inc, pursuant to PHMC § 2564(b) to design Proposition 64 Public Health and Safety Grant Program Cohort 3 evaluation, provide the annual progress evaluations, and prepare the final evaluation to determine the project effectiveness.
8. [Authorization to Issue a Request for Qualifications \(RFQ\) for On-Call Demolition Services](#)
Recommendation: Authorize the issuance of a Request for Qualifications (RFQ) for On-Call Demolition Services

PUBLIC HEARINGS – None.

BUSINESS ITEMS

9. [Update on Local Storm and Flood Emergency Declared on December 21, 2023](#)
Recommendation: Receive an update on the local emergency due to storm and flood declared on December 21, 2023, and recovery efforts, and provide direction as desired.

10. [Award of Contract to Staples Construction, Inc., for the Bubbling Springs Park Renovation Project in the Amount of \\$11,452,432.00 \(Base Bid + Add Alternates\) and Approve a Ten \(10%\) Percent Construction Contingency of \\$1,145,243.00 for the Bubbling Springs Renovation Project](#)
Recommendation:
 1. Deny the untimely bid protest submitted by Environmental Construction, Inc., as to Staples Construction; and
 2. Award a Construction Contract to Staples Construction, Inc., for the Bubbling Springs Park Renovation Project in the amount of \$11,093,442.00; and
 3. Approve add alternate #1, T-Ball Sport Lighting in the amount of \$91,997.00; and
 4. Approve add alternate #3, Trash Enclosures in the amount of \$112,861.00; and
 5. Approve add alternate #4, Batting Cage in the amount of \$0.00; and
 6. Approve add alternate #5, Remote Lighting Control in the amount of \$5,854.00; and
 7. Approve add alternate #6, Shade Structure in the amount of \$148,278.00; and
 8. Authorize a Ten (10) Percent Construction Contingency in the amount of \$1,145,243.00; and
 9. Authorize the City Manager to Execute all Applicable Documents

11. [Acquisition of Easement 1211 Evergreen Lane](#)
Recommendation: Adopt a Resolution entitled, "A Resolution of the City Council of the City of Port Hueneme, California, Authorizing the City Manager or His Designee to Acquire an Easement for the Establishment, Operation, and Maintenance of Sewer Line and Acceptance by City of Same

12. [Out of State Travel Request for Mayor Pro Tem McQueen-Legohn and Councilmember Hernandez](#)
Recommendation:
 1. Consider the request for out of state travel from Sunday, March 17, 2024, through Thursday, March 21, 2024, for Primary Representative Mayor Pro Tem McQueen-Legohn to attend the Regional Defense Partnership lobbying trip to Washington, D.C. in support of the Naval Base Ventura County, Point Mugu and Port Hueneme using only individual Councilmember budgeted funds.
 2. Consider the request for out of state travel from Sunday, March 17, 2024, through Thursday, March 21, 2024, for Alternate Representative Councilmember Hernandez to attend the Regional Defense Partnership lobbying trip to Washington, D.C. in support of the Naval Base Ventura County, Point Mugu and Port Hueneme requiring funding in addition to the individual Councilmember budgeted funds.
 3. Consider Alternate Representative Councilmember Hernandez's request to authorize reimbursement of travel costs in the amount of \$1,000 from the \$15,000 City Council pooled Conference/Travel budget line item.

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 Tuesday, February 20, 2024, 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).