



CITY OF PORT HUENEME

City Council Regular Meeting Agenda

Monday, March 4, 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 Mayor Pro Tem 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 March 4, 2024.

CONFLICT OF INTEREST DECLARATION

PRESENTATIONS

1. [Crisis Intervention Team \(CIT\) Officer of the Year Awards](#)

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

2. [Minutes](#)
Recommendation: Approve the February 20, 2024, City Council Regular Meeting Minutes.
3. [Register of Disbursements](#)
Recommendation: Receive and file the City's register of disbursements for the period of February 10, 2024 through February 26, 2024.
4. [Second Reading and Adoption of the Updated Cannabis Ordinance and Adoption of the Updated Cannabis Implementing Resolution](#)
Recommendation:
 1. Read, by title only, waiving a full reading, and adopt an Ordinance entitled, "An Ordinance of the City Council of the City of Port Hueneme, California, Amending Article III of the Municipal Code to supersede Ordinance 784, which comprises Chapter 12, to implement various laws of the State of California by allowing medicinal and nonmedicinal and/or commercial cannabis facilities within the City subject to regulatory parameters that protect public health, safety, and welfare"; and
 2. Adopt the revised Cannabis Implementing Resolution entitled, "A Resolution of the City Council of the City of Port Hueneme, California, establishing application requirements, minimum qualifications, locational criteria for medicinal and nonmedicinal cannabis activity pursuant to Articles III and X of the Port Hueneme Municipal Code, standard revenue sharing for cannabis-related development agreements entered into pursuant to Chapter 12 of the Municipal Code, procedures for the annual review of development agreements pursuant to Government Code Section 65865.1, and procedures for change in ownership or transfer of an interest in cannabis businesses."
5. [Approve a Professional Services Agreement with Complete Paperless Solutions for a Citywide Document Scanning Project](#)
Recommendation: Approve a professional services agreement with Complete Paperless Solutions (CPS) for a document scanning project with a not to exceed amount of \$75,000 by piggybacking on a competitively bid agreement negotiated by the City of Wildomar, and authorize the City Manager to execute the agreement.

PUBLIC HEARINGS – None.

BUSINESS ITEMS

6. [2023 Annual General Plan and Housing Progress Report](#)
Recommendation: Receive the information provided by staff and any public comment made on the item, and direct staff to submit the annual report to the California Department of Housing and Community Development and the Governor's Office of Planning and Research.

7. [Spanish Language Translation Availability for City Council Meetings](#)
Recommendation: Direct staff to include language on each agenda in Spanish that offers translation services upon request.
8. [Removal of Parking Restriction on San Pedro Street](#)
Recommendation: Approve the removal of the parking restriction on the westside of San Pedro Street between Pleasant Valley Road and Clara Street and authorize staff to consult with Naval Base Ventura County.

CITY COUNCIL WORKSHOP

9. [City Council Goals](#)
Recommendation: Provide feedback and direction regarding City Council goals, with a focus on guidance related to strategic partnerships with City Partners (Goal 5).

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, March 18, 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).