



CITY OF PORT HUENEME

City Council Regular Meeting Agenda

Monday, June 3, 2024

**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 participate at this meeting:

Zoom Link for Live Public Participation and Real Time Public Comments:

<https://us02web.zoom.us/j/81443766903?pwd=ajVxJebibHZFgpFNtlhheyX6sfKtip.1>

Dial by your location: Meeting ID: 814 4376 6903 / Passcode: 437100

+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)

Watch Meetings Live or On-Demand

Official City Page: <https://porthuenemeca.suiteonemedia.com>

YouTube: <https://www.youtube.com/@cityofporthuenemegov>

Public Comments

Public comments may be submitted in person, in writing, or remotely via Zoom.

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".

Remotely 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

Translation Services

Use of a Translator

* The City shall provide a translator if one is requested by a member of the public with a 48-hour advance notice. If a 48-hour advance notice is not provided, the member of the public may provide their own translator. To request a translator, please contact clerk@cityofporthueneme.org.

* Per California Government Code 54954.3, if an individual utilizes a translator during Public Statements, the legislative body of a local agency shall provide at least twice the allotted time to a member of the public

who utilizes a translator to ensure that non-English speakers receive the same opportunity to directly address the legislative body of a local agency.

* If the City provides a translator or translation equipment that allows for the simultaneous translation of the testimony, then no additional time shall be granted.

Uso de traductor

* La Ciudad proporcionará un traductor si un miembro del público lo solicita con un aviso de 48 horas de anticipación. Si no se avisa con 48 horas de anticipación, el público podrá proporcionar su propio traductor. Para solicitar un traductor, comuníquese con clerk@cityofporthueneme.org.

* Según el Código de Gobierno de California 54954.3, si una persona utiliza un traductor durante las declaraciones públicas, el cuerpo legislativo de una agencia local deberá proporcionar al menos el doble del tiempo asignado a un miembro del público que utilice un traductor para garantizar que las personas que no hablan inglés reciban la misma oportunidad de dirigirse directamente al cuerpo legislativo de una agencia local.

* Si la Ciudad proporciona un traductor o equipo de traducción que permita la traducción simultánea del testimonio, entonces no se concederá tiempo adicional.

Americans with Disabilities Act

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 clerk@cityofporthueneme.org. Notice 48 hours prior to the meeting will enable the city to make reasonable arrangements to allow participation in this meeting.

Levine Act Disclaimer

The Levine Act (Gov. Code, § 84308) requires any Party, Participant, or Agent in a Proceeding, as those terms are defined in Government Code section 84308 and Title 2, California Code of Regulations, Sections 18400 *et seq.*, before the City of Port Hueneme that involves any action or consideration to their contract, license, permit, or other entitlement for use to disclose any campaign contributions made to City elected or appointed Officers totaling more than \$250 within the 12 months prior to the City decision. Any City elected or appointed Officer who has received a contribution totaling more than \$250 within the preceding twelve (12) months from a Party, Agent, or Participant, shall disclose that fact on the record of the proceeding and shall not make, participate in making, or in any way attempt to use the Officer's official position to influence the decision. Violations of Government Code section 84308 may result in a civil action brought by the FPPC for an amount up to five thousand dollars (\$5,000) per violation. Any person who knowingly or willfully violates any provision of the Political Reform Act is guilty of a misdemeanor and subject to a fine of up to the greater of ten thousand dollars (\$10,000) or three times the amount the person unlawfully contributed upon conviction for each violation. Any Party, Participant, or Agent is further prohibited from making, and any elected or appointed City Officer is prohibited from soliciting or accepting, any contribution in excess of \$250 for a period of twelve (12) months following any proceeding described above.

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 Martinez

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 June 3, 2024.

CONFLICT OF INTEREST and LEVINE ACT DISCLOSURES

PRESENTATIONS

1. [Pride 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

2. [Minutes](#)

Recommendation: Approve the May 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 May 10, 2024 through May 23, 2024.

4. [Second Reading and Adoption of the Updated Cannabis Ordinance](#)

Recommendation: 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 Amending Article III of the Municipal Code to supersede Ordinance 796, 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".

5. [Second Reading and Adoption of the Updated Accessory Dwelling Unit and Density Bonus Ordinances](#)

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 Section 10802 of Chapter 6 of Article X of The Port Hueneme Municipal Code, Pertaining to Development Standards for Accessory Dwelling Units"; and
2. 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 Section 10803 of Chapter 6 of Article X of the Port Hueneme Municipal Code, Pertaining to Density Bonus Requirements".

6. [Adopt a Resolution Approving Installation of Multi-Way Stop Sign Control at Ponoma and Clara Street and Ponoma and B Street](#)

Recommendation: Adopt a Resolution entitled, "A Resolution of the City Council of the City of Port Hueneme, California, Installing a Stop Sign Installation Demonstration Project at the Intersections of Ponoma Street at Clara Street and Ponoma Street at B Street".

7. [Adoption of a Resolution for Fiscal Year 2024/2025 Budget for the List of Proposed Road Maintenance and Rehabilitation Projects for Submittal to the California Transportation Commission](#)

Recommendation: Adopt a resolution entitled "A Resolution of the City Council of the City of Port Hueneme, California, adopting a list of projects for Fiscal Year 2024-25 funded by SB 1: The Road Repair and Accountability Act of 2017" that lists the proposed capital improvement projects for road maintenance and rehabilitation projects for submittal to the California Transportation Commission.

8. [Authorization to Issue a Request for Bid \(RFB\) for Hueneme Beach Park Walkway Replacement and Swing Set Walkway and Pad Project](#)
Recommendation: Authorize soliciting a Request for Bids (RFB) to repair or replace damaged concrete walkways at Hueneme Beach and construct the beach swing set pad.
9. [Authorization to Purchase Parking Machine Upgrades](#)
Recommendation: Approve the purchase of 3 automated pay station system package upgrades from Pacific Parking Systems Inc. at a total cost of \$37,479.42.
10. [Approve a Resolution of the City Council of the City of Port Hueneme, California, Authorizing the Public Works Director to Execute on the City of Port Hueneme's Behalf Agreements for State-Funded Projects](#)
Recommendation: Adopt a Resolution entitled, "A Resolution of the City Council of the City of Port Hueneme, California Identifying the Public Works Director to Sign on the City of Port Hueneme's Behalf to Execute All Agreements Related to State-Funded Projects".
11. [Authorization to Issue a Request for Bid \(RFB\) for a Citywide Street Sweeping Contract](#)
Recommendation: Authorize soliciting a Request for Bids (RFB) for a Citywide Street Sweeping Contract.

PUBLIC HEARINGS

12. [Fiscal Year 2024-25 Revised Budget](#)
Recommendation:
 1. Receive a report on the FY 24/25 revised budget and provide direction regarding the fiscal year 2024-25 Revised Budget Report.
 2. Approve the updated Capital Improvement Plan (CIP) projects for FY 2023-24 and FY 2024-25.
 3. Approve the revised salary schedule which includes position reclassifications and the Cost-of-Living adjustments per the approved MOA's.
 4. Adopt a Resolution of the Council of the City of Port Hueneme determining and establishing the City's Appropriations limit for the fiscal year 2024-25.
 5. Adopt a Resolution of the Council of the City of Port Hueneme adopting the Revised Budget for fiscal year 2024-25.

BUSINESS ITEMS

13. [Annual Assessments for Assessment District No. 87-1, Assessment District No. 91-1, and Assessment District No. 95-3](#)
Recommendation:
 1. Adopt a Resolution of the City Council of the City of Port Hueneme, California, Declaring its Intention to Order the Levy and Collection of Assessments for the Lighting Maintenance Assessment District No. 87-1 for the Fiscal Year Beginning July 1, 2024, and Ending June 30, 2025;
 2. Adopt a Resolution of the City Council of the City of Port Hueneme, California, Declaring its Intention to Order the Levy and Collection of Assessments for the Parkway and Median Assessment District No. 91-1 for the Fiscal Year Beginning July 1, 2024, and Ending June 30, 2025; and
 3. Adopt a Resolution of the City Council of the City of Port Hueneme, California, Declaring its Intention to Order the Levy and Collection of Assessments for the Port Hueneme Drainage Maintenance Assessment District No. 95-3 for the Fiscal Year Beginning July 1, 2024, and Ending June 30, 2025

14. [Annual Review of the City Council Policy and Procedures Manual and Resolution Approving an Amendment](#)
Recommendation: Consider the attached Policy and Procedures Manual, make such revisions, additions or deletions it deems necessary and adopt the attached resolution approving the Manual as modified.
15. [Port Hueneme Historical Museum Ad Hoc Committee Status and Request to Re-Constitute the Port Hueneme Historical Museum Commission](#)
Recommendation:
 1. Receive a status update regarding the Museum Rehabilitation project; and
 2. Consider the request of the Ad Hoc Museum Governance Committee to re-constitute the Port Hueneme Historical Museum Commission and provide staff with direction.
16. [City Priorities for City and Navy Partnership 2024](#)
Recommendation: Receive information regarding Navy/City partnership opportunities and provide direction regarding priorities.

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, June 17, 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.

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).