



# CITY OF PORT HUENEME

## City Council Regular Meeting Minutes

**Monday, June 3, 2024**

**Port Hueneme City Hall  
250 North Ventura Road, Port Hueneme, CA 93041  
6:30 PM**

The following information was provided 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](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".

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](mailto: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](mailto: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](mailto: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**

Mayor Perez called the meeting to order at 6:30 p.m. and led the flag salute.

##### **ROLL CALL**

Present: Councilmembers Steven A. Gama, Laura D. Hernandez (teleconference via Zoom), Roberto "Bobby" Martinez; Mayor Pro Tem Martha R. McQueen-Legohn; Mayor Misty Perez

Absent: None

##### **INSPIRATION**

Given by Councilmember Martinez

##### **PUBLIC COMMENT**

Public comments were provided in person by the following:

- Jamie Beavers
- Tim Furgal
- Camilo Garcia

Public comments were submitted via email and read by City Clerk Georgianna Alvarez by the following:

- David Scrivner

## **AGENDA APPROVAL FOR CITY COUNCIL**

### City Council Agenda

A motion was made by Councilmember Martinez, seconded by Councilmember Gama, and passed unanimously to approve the City Council Agenda of June 3, 2024.

**CONFLICT OF INTEREST and LEVINE ACT DISCLOSURES – None.**

## **PRESENTATIONS**

### 1. Pride Month Proclamation

Councilmember Gama read the proclamation into record, recognizing and honoring June 2024 as Lesbian, Gay, Bisexual, Transgender, and Queer+ Pride Month and called upon the community to celebrate the great diversity of the American people; and presented it to Ventura County Diversity Collective Board President Roland Catabona.

## **CONSENT CALENDAR**

Councilmember Gama requested to pull Consent Calendar Item No. 5 for discussion.

A motion was made by Councilmember Gama, seconded by Mayor Pro Tem McQueen-Legohn, to pull Consent Calendar Item No. 5, and approve Consent Calendar Item Nos. 2 – 4, and 6 – 11, as presented.

*Motion passed 5-0, by roll call vote, as follows:*

AYES: Gama, Hernandez, Martinez, McQueen-Legohn, Perez

NOES: None; ABSENT: None; ABSTAIN: None

City Council:

### 2. Minutes

Approved the May 20, 2024, City Council Regular Meeting Minutes.

### 3. Register of Disbursements

Received and filed 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

Read, by title only, waiving a full reading, and adopted Ordinance No. 797, 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".

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

Adopted Resolution No. 4490, 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  
Adopted Resolution No. 4491, 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  
Authorized 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  
Approved 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  
Adopted Resolution No. 4492, 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  
Authorized soliciting a Request for Bids (RFB) for a Citywide Street Sweeping Contract.

**CONSENT CALENDAR ITEM PULLED FOR DISCUSSION**

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 Ordinance No. 798, 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 Ordinance No. 799, 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".

City Manager James Vega and Community and Economic Development Director Tony Stewart answered clarifying questions. Comments followed.

A motion was made by Mayor Pro Tem McQueen-Legohn, seconded by Councilmember Martinez, to approve Consent Calendar item No. 5, as presented.

*Motion passed 4-1, by roll call vote, as follows:*

AYES: Hernandez, Martinez, McQueen-Legohn, Perez

NOES: Gama; ABSENT: None; ABSTAIN: None

## 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.

City Clerk Georgianna Alvarez affirmed Proof of Publication and a complete set of reports and exhibits were on file in the Office of the City Clerk.

City Manager James Vega provided a brief overview and Finance Director Lupe Acero presented the report. Questions followed.

The public hearing was opened at 7:35 p.m. There were no public comments. The public hearing was closed at 7:35 p.m.

A motion was made by Councilmember Martinez, seconded by Councilmember Gama, to:

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 Resolution No. 4493, 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 Resolution No. 4494, a Resolution of the Council of the City of Port Hueneme adopting the Revised Budget for fiscal year 2024-25.

*Motion passed 5-0, by roll call vote, as follows:*

AYES: Gama, Hernandez, Martinez, McQueen-Legohn, Perez

NOES: None; ABSENT: None; ABSTAIN: None

## 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.

Public Works Director Fred Camarillo presented the report. City Manager James Vega provided additional input. Questions followed. There were no public comments.

A motion was made by Councilmember Gama, seconded by Mayor Pro Tem McQueen-Legohn, to:

1. Adopt Resolution No. 4495, 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 Resolution No. 4496, 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 Resolution No. 4497, 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

*Motion passed 5-0, by roll call vote, as follows:*

AYES: Gama, Hernandez, Martinez, McQueen-Legohn, Perez

NOES: None; ABSENT: None; ABSTAIN: None

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.

City Manager James Vega presented the report. Questions and discussion followed. There were no public comments. Discussion followed.

A motion was made by Mayor Pro Tem McQueen-Legohn, seconded by Councilmember Gama, regarding Chapter 6 Communication and Representation II.A.:

- *Use of City Letterhead* – remove “and/or title”
- *Personal Stationary* – add language to indicate that a councilmember should use the provided disclaimer for any individual responses.

*Motion passed 5-0, by roll call vote, as follows:*

AYES: Gama, Hernandez, Martinez, McQueen-Legohn, Perez

NOES: None; ABSENT: None; ABSTAIN: None

There was Council consensus to add language to the Council Policy and Procedures Manual as directed by Council, and where appropriate, including adding language to include decorum between councilmembers outside of Council meetings and bring back to Council for review and adoption.

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.

City Manager James Vega provided a brief overview. Deputy City Manager Charles Peretz presented the report. Questions followed.

Public comments were provided in person by the following:

- Rich Rollins

A motion was made by Councilmember Hernandez, seconded by Councilmember Gama, to work with the Committee and come back with bylaws and some recommendations.

*Motion passed 5-0, by roll call vote, as follows:*

AYES: Gama, Hernandez, Martinez, McQueen-Legohn, Perez

NOES: None; ABSENT: None; ABSTAIN: None

Comments followed.

16. City Priorities for City and Navy Partnership 2024

*Recommendation:* Receive information regarding Navy/City partnership opportunities and provide direction regarding priorities.

City Manager James Vega presented the report. Comments and questions followed. There were no public comments.

A motion was made by Councilmember Martinez, seconded by Councilmember Hernandez, to approve prioritizing the five following topics:

1. Bringing the Base and City Communities Together
2. Traffic Improvements and Driver/Pedestrian Safety Campaigns
3. Streets and Infrastructure Projects and Funding Opportunities
4. Collaborate to Support Services and Legislation for Military Members, Veterans, Military Families
5. Security of the Community (including the City, Base, and Port)

*Motion passed 5-0, by roll call vote, as follows:*

AYES: Gama, Hernandez, Martinez, McQueen-Legohn, Perez

NOES: None; ABSENT: None; ABSTAIN: None

Kendall Lousen, Community Plans Liaison with Naval Base Ventura County, provided additional input.

A motion was made by Councilmember Martinez, seconded by Councilmember Gama, to add to the list of priorities the interconnection of Ormond Beach in the ecological corridors from Bubbling Springs down to the shoreline, down to the Mugu Lagoon, to the Ormond Lagoon to allow ecological recharge as well as species migration for population conservation purposes and to secure for resilience.

*Motion passed 5-0, by roll call vote, as follows:*

AYES: Gama, Hernandez, Martinez, McQueen-Legohn, Perez

NOES: None; ABSENT: None; ABSTAIN: None

### **CITY MANAGER COMMENTS AND REPORTS**

City Manager James Vega provided comments and reports regarding the following topics:

- Memorial Day Ceremony
- Movies in the Park
- Community Benefit Fund Scholarship Program
- Hueneme Beach Festival Community Poster Contest
- Upcoming Council Meeting topics

Questions followed.

### **COUNCILMEMBERS' REPORTS AND COMMENTS**

Council provided comments and reports regarding the following topics:

Councilmember Martinez:

- Upcoming Sister City Committee meeting
- Tennis Clinic at Hueneme High School

Councilmember Gama:

- Memorial Day Ceremony
- Oxnard United Soccer and Hueneme Beach Clean Up
- Flood recovery
- Looking forward to summer

Councilmember Hernandez:

- Flood recovery
- Memorial Day Ceremony
- Upcoming SCAG meeting
- Upcoming RDP Strategic Planning meeting
- Upcoming Change of Command event
- Mural

Mayor Pro Tem McQueen-Legohn:

- Glad to be back
- Museum
- RDP presentation
- Upcoming Change of Command event
- Attending Committee meetings

Mayor Perez:

- No Committee meetings scheduled
- Memorial Day Ceremony

### **REQUEST FOR FUTURE AGENDA ITEMS**

Councilmember Martinez:

1. Requested that staff include that Council consider the idea of having a 3-point shooting contest at the Boys and Girls Club gym in staff's upcoming report to Council regarding the Boys and Girls Club. Comments followed. City Manager James Vega agreed to have this idea included in the upcoming report; therefore, no vote was taken.



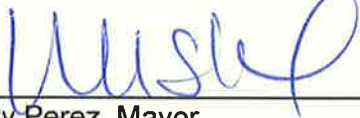
**ADJOURNMENT**

The City Council adjourned in memory of Police Dispatcher Ivan Vazquez at 9:17 p.m. to its next regular meeting scheduled for Monday, June 17, 2024, at 6:30 p.m.

Respectfully Submitted:

  
Georgianna Nicole Alvarez, MMC, CPMC  
City Clerk

Approved this 17<sup>th</sup> day of June, 2024:

  
\_\_\_\_\_  
Misty Perez, Mayor