

**CITY OF PORT HUENEME
PRE-AGENDA SESSION OF THE CITY COUNCIL
REGULAR MEETING**

DECEMBER 7, 2009

**250 NORTH VENTURA ROAD
PORT HUENEME, CA 93041**

MINUTES

A Pre-Agenda Session of the City Council of the City of Port Hueneme was held at 6:15 p.m., Monday, December 7, 2009, in the Council Conference Room, 250 North Ventura Road, Port Hueneme, California.

PRESENT: Council Members Douglas A. Breeze, Maricela P. Morales, Sylvia Muñoz Schnopp, Mayor Pro Tem Norman E. Griffaw, Mayor Jonathan Sharkey

ABSENT: None

Staff members present were David J. Norman, City Manager; Mark D. Hensley, City Attorney; Robert Bravo, Finance Director; Greg Brown, Community Development Director; Lisa Donley, Recreation & Community Services Director; Fernando Estrella, Chief of Police; Joseph Gately, Housing/Facilities Maintenance Director; Michelle Ascencion, Deputy City Clerk.

Agenda items and time estimates were reviewed. No action was taken.

Respectfully submitted,

Michelle Ascencion, CMC
Deputy City Clerk

APPROVED:

MAYOR

**CITY OF PORT HUENEME
REGULAR MEETING OF THE CITY COUNCIL**

DECEMBER 7, 2009

MINUTES

The Regular Meeting of the Port Hueneme City Council was called to order by Mayor Sharkey at 6:30 p.m. in the City Hall Council Chamber, 250 North Ventura Road, Port Hueneme, California. After the flag salute, Council Member Morales gave the Inspiration. The Deputy City Clerk called the roll:

PRESENT: Council Members Douglas A. Breeze, Maricela P. Morales, Sylvia Muñoz Schnopp, Mayor Pro Tem Norman E. Griffaw, Mayor Jonathan Sharkey

ABSENT: None

Staff members present were David J. Norman, City Manager; Mark D. Hensley, City Attorney; Robert Bravo, Finance Director; Greg Brown, Community Development Director; Lisa Donley, Recreation & Community Services Director; Fernando Estrella, Chief of Police; Joseph Gately, Housing/Facilities Maintenance Director; Michelle Ascencion, Deputy City Clerk.

AGENDA:

The Council Members had previously received copies of the Agenda.

Mayor Pro Tem Griffaw, seconded by Council Member Morales, moved to approve the Agenda as presented. Motion carried.

INTERIM CITY CLERK:

A. CITY COUNCIL REORGANIZATION

Action Item:

Staff recommends that City Council take the following actions:

1. Nominate and approve the appointment of a Mayor.
2. Nominate and approve the appointment of a Mayor Pro Tempore.

The City Manager gave a report. Mayor Sharkey opened the floor to nominations for Mayor.

Mayor Sharkey moved to nominate Mayor Pro Tem Griffaw to serve as Mayor. No further nominations were made. Motion carried by acclamation.

Mayor Griffaw opened the floor to nominations for Mayor Pro Tem.

Council Member Sharkey moved to nominate Council Member Schnopp to serve as Mayor Pro Tem, and Mayor Griffaw moved to nominate Council Member Breeze to serve as Mayor Pro Tem.

The Deputy City Clerk polled the Council. The Council voted 4-1 for Council Member Schnopp to serve as Mayor Pro Tem.

PRESENTATION:

A. ADVISORY COMMISSIONS' SEMI-ANNUAL PRESENTATIONS

Action Item:

It is recommended the City Council receive and file the information provided.

The Recreation and Community Services Director introduced Marilyn Miravete-Smith, chair of the Recreation and Fine Arts Commission, Paul Boog, chair of the Advisory Council on Aging, and Dorothy Ramirez, chair of the Historical Museum Commission, who reported on the activities of their respective commissions.

PUBLIC HEARING:

A. INTRODUCTION OF AN ORDINANCE AMENDING ARTICLE X, CHAPTER 4, PART K (FLOOD HAZARD OVERLAY ZONE) OF THE PORT HUENEME MUNICIPAL CODE

Action Item:

It is recommended the City Council conclude its public hearing and introduce the Ordinance (read by title only and waive further reading), and direct staff to bring the Ordinance forward for adoption at a future meeting.

The Community Development Director gave a report. Mayor Griffaw opened the public hearing and asked if anyone present wished to speak on this item. No one requested to speak. Mayor Griffaw closed the public hearing.

Council Member Sharkey, seconded by Mayor Pro Tem Schnopp, moved to approve staff's recommendation as presented. Motion carried 5-0.

The City Attorney introduced the Ordinance by reading its title:

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF PORT HUENEME AMENDING PORT HUENEME MUNICIPAL CODE ARTICLE X, CHAPTER 4, PART K ("FLOOD HAZARD OVERLAY ZONE") AS TO FLOODPLAIN REGULATIONS

B. ADOPTION OF RESOLUTIONS UPDATING MASTER FEE SCHEDULE AND APPROVING INCREASES IN PARKING PENALTIES AND VEHICLE RELEASE FEES

Action Item:

It is recommended the City Council adopt a resolution updating the Master Fee Schedule.

It is also recommended the City Council, at the conclusion of the public hearing, adopt a resolution that accomplishes the following:

1. Authorizes an increase in fees charged for Municipal Code parking violations and vehicle release fees;
2. Institutes an Administrative Charge for failing to display a handicap placard; and
3. Rescinds Resolution No. 3836 containing the old parking violation penalties and vehicle release fees.

The Finance Director gave a report. Mayor Griffaw opened the public hearing and asked if anyone present wished to speak on this item. No one requested to speak. Mayor Griffaw closed the public hearing.

Council Member Sharkey, seconded by Council Member Breeze, moved to approve staff's recommendation as presented. Motion carried 5-0.

RESOLUTION NO. 3940

A RESOLUTION UPDATING THE MASTER FEE SCHEDULE FOR RECOVERING COSTS INCURRED FROM PROVIDING VARIOUS PUBLIC SERVICES

RESOLUTION NO. 3941

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF PORT HUENEME RESCINDING RESOLUTION NO. 3836 AND INCREASING PARKING PENALTIES AND VEHICLE RELEASE FEES

CONSENT AGENDA:

A. APPROVAL OF MINUTES

Action Item:

It is recommended the Council approve the minutes of the November 16, 2009 Regular Meeting.

B. CASH DISBURSEMENTS RATIFICATION

Action Item:

It is recommended the City Council ratify the attached listing of cash disbursements for the period November 7, 2009 through November 20, 2009.

C. TREASURER'S MONTHLY INVESTMENT REPORT -
OCTOBER 31, 2009

Action Item:

It is recommended the City Council receive and file the October 31, 2009 Treasurer's Report as presented.

D. CANCELLATION OF THE DECEMBER 21, 2009 REGULAR MEETING

Action Item:

It is recommended the Council cancel its Regular Meeting of December 21, 2009 due to the Christmas holiday that week.

E. ADOPT ORDINANCE NO. 696 AMENDING ARTICLE VII, ADDING A
NEW CHAPTER 8 (LANDSCAPE WATER CONSERVATION
STANDARDS) TO THE PORT HUENEME MUNICIPAL CODE

Action Item:

It is recommended that the City Council adopt Ordinance No. 696 regarding amendment of the Municipal Code adding a new Chapter to the Public Utilities Article to address landscape water conservation (previously introduced by title only and further reading waived).

ORDINANCE NO. 696

AN ORDINANCE OF THE CITY OF PORT HUENEME AMENDING ARTICLE VII OF THE PORT HUENEME MUNICIPAL CODE TO ADD A NEW CHAPTER 8 (LANDSCAPE WATER CONSERVATION STANDARDS)

F. ADOPTION OF ANNUAL STATEMENT OF INVESTMENT POLICY
FOR FISCAL YEAR 2009-10

Action Item:

It is recommended the City Council adopt the attached resolution acknowledging the receipt of the Annual Statement of Investment Policy for fiscal year 2009-10.

RESOLUTION NO. 3942

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF PORT HUENEME, CALIFORNIA, ACKNOWLEDGING THE RECEIPT OF THE ANNUAL STATEMENT OF INVESTMENT POLICY FOR FISCAL YEAR 2009-10

G. APPROVE AGREEMENT FOR PROFESSIONAL SERVICES TO
PRODUCE THE 2010 HUENEME BEACH FESTIVAL

Action Item:

It is recommended the City Council authorize the City Manager to execute an agreement with Hebert Management Associates to provide professional services in the production of the 12th Annual Hueneme Beach Festival to be held on August 21 and 22, 2010.

Council Member Sharkey, seconded by Mayor Pro Tem Schnopp, moved to approve the Consent Agenda as presented. Motion carried 5-0.

COUNCIL MEMBERS' REPORTS:

A. COUNCIL MEMBERS' COMMITTEES/MEETINGS/EVENTS
Informational Only.

Council Member Sharkey announced the Friends of the Ray D. Prueter Library's Annual Christmas Gift Boutique to be held December 12.

Mayor Pro Tem Schnopp reported that Ann's Bakery of Port Hueneme received the top prize in the tamale contest at the Annual Tamale Festival in Oxnard on December 5.

Council Member Breeze reported on attending the "Battle of the Badges" boxing event between the Ventura County Sheriffs and Ventura County Fire departments on December 5, and the Air National Guard Band of the Southwest's "Patriots in Blue" concert on December 6.

OPEN FORUM:

Mayor Griffaw asked if there was anyone present who wished to speak on any matter not on the Agenda. The following persons requested to speak:

1. Jay Ryan, Anarudh Prasad, and Steve Campbell
Spoke regarding a memorial ceremony, to be held January 31, 2010, commemorating the 10th Anniversary of the Alaska Air Flight 261 disaster.

CLOSED SESSION AGENDA:

The City Attorney read the following Closed Session announcement:

With respect to every item of business to be discussed in Closed Session, pursuant to the California Government Code:

- A. PUBLIC EMPLOYEE PERFORMANCE EVALUATION PURSUANT TO GOVERNMENT CODE SECTION 54957
Employee: City Manager

B. CONFERENCE WITH LABOR NEGOTIATOR PURSUANT TO GOVERNMENT CODE SECTION 54957.6

Agency Designated Representative: Mark Hensley, City Attorney
Unrepresented Employee: City Manager

Mayor Griffaw recessed the meeting to a Closed Session to be held following the Surplus Property Authority meeting.

The City Council reconvened following the Closed Session.

CITY ATTORNEY:

A. AMENDMENT OF CITY MANAGER EMPLOYMENT AGREEMENT

Action Item:

It is recommended the City Council authorize the Mayor to execute an amendment to the City Manager's Employment Agreement in accordance with Council direction, to be given following Closed Session discussion.

The City Attorney announced that the Council voted 5-0 in Closed Session to direct the City Attorney to draft, and the Mayor to execute, an amendment to the City Manager's Employment Agreement that increases the City Manager's base annual salary by three percent, and adds a 401k matching contribution equal to three percent of the City Manager's base annual salary.

ADJOURNMENT:

Mayor Griffaw, without objection, adjourned the City Council Regular Meeting at 7:13 p.m. to the next Regular Meeting to be held January 4, 2010 at 6:30 p.m. in the Council Chamber, preceded by a Pre-Agenda Session at 6:15 p.m. in the Council Conference Room.

Respectfully submitted,

Michelle Ascencion, CMC
Deputy City Clerk

APPROVED:

MAYOR

PORT HUENEME REDEVELOPMENT AGENCY

REGULAR MEETING

DECEMBER 7, 2009

MINUTES

The Regular Meeting of the Port Hueneme Redevelopment Agency was called to order by Chair Griffaw at 7:13 p.m. in the City Hall Council Chamber, 250 North Ventura Road, Port Hueneme, California. The Deputy Agency Secretary called the roll:

PRESENT: Members Douglas A. Breeze, Maricela P. Morales, Jonathan Sharkey, Vice Chair Sylvia Muñoz Schnopp, Chair Norman E. Griffaw

ABSENT: None

Staff members present were David J. Norman, Executive Director; Mark D. Hensley, Agency Counsel; Robert Bravo, Finance Director; Greg Brown, Community Development Director; Lisa Donley, Recreation & Community Services Director; Fernando Estrella, Chief of Police; Joseph Gately, Housing/Facilities Maintenance Director; Michelle Ascencion, Deputy Agency Secretary.

AGENDA:

Member Sharkey, seconded by Member Breeze, moved to approve the Agenda as presented. Motion carried.

CONSENT AGENDA:

A. APPROVAL OF MINUTES

Action Item:

It is recommended the Board approve the minutes of the November 16, 2009 Regular Meeting.

B. CASH DISBURSEMENTS RATIFICATION

Action Item:

It is recommended the Redevelopment Agency Board ratify the attached listing of cash disbursements for the period November 7, 2009 through November 20, 2009.

C. CANCELLATION OF THE DECEMBER 21, 2009 REGULAR MEETING

Action Item:

It is recommended the Redevelopment Agency cancel its Regular Meeting of December 21, 2009 due to the Christmas holiday that week.

Member Morales, seconded by Member Sharkey, moved to approve the Consent Agenda as presented. Motion carried 5-0.

OPEN FORUM:

Chair Griffaw asked if there was anyone present who wished to speak on any matter not on the Agenda. No one requested to speak.

CLOSED SESSION: None.

ADJOURNMENT:

Chair Griffaw, without objection, adjourned the Redevelopment Agency Regular Meeting at 7:14 p.m. to the next Regular Meeting to be held January 4, 2010 in the Council Chamber, immediately following the 6:30 p.m. City Council meeting.

Respectfully submitted,

Michelle Ascencion, CMC
Deputy Agency Secretary

APPROVED:

CHAIR

PORT HUENEME HOUSING AUTHORITY

REGULAR MEETING

DECEMBER 7, 2009

MINUTES

The Regular Meeting of the Port Hueneme Housing Authority was called to order by Chair Griffaw at 7:14 p.m. in the City Hall Council Chamber, 250 North Ventura Road, Port Hueneme, California. The Deputy Authority Secretary called the roll:

PRESENT: Members Douglas A. Breeze, Maricela P. Morales, Jonathan Sharkey, Vice Chair Sylvia Muñoz Schnopp, Chair Norman E. Griffaw

ABSENT: None

Staff members present were David J. Norman, Executive Director; Mark D. Hensley, Authority Counsel; Robert Bravo, Finance Director; Greg Brown, Community Development Director; Lisa Donley, Recreation & Community Services Director; Fernando Estrella, Chief of Police; Joseph Gately, Housing/Facilities Maintenance Director; Michelle Ascencion, Deputy Authority Secretary.

AGENDA:

Member Morales, seconded by Member Sharkey, moved to approve the Agenda as presented. Motion carried.

CONSENT AGENDA:

A. APPROVAL OF MINUTES

Action Item:

It is recommended the Board approve the minutes of the November 2, 2009 Regular Meeting.

B. CASH DISBURSEMENTS RATIFICATION

Action Item:

It is recommended the Board ratify the attached listing of cash disbursements for the period October 24, 2009 through November 20, 2009.

Member Sharkey, seconded by Member Breeze, moved to approve the Consent Agenda. Motion carried 5-0.

OPEN FORUM:

Chair Griffaw asked if there was anyone present who wished to speak on any matter not on the Agenda. No one requested to speak.

ADJOURNMENT:

Chair Griffaw, without objection, adjourned the Housing Authority Regular Meeting at 7:15 p.m. to the next Regular Meeting to be held January 4, 2010 in the Council Chamber, immediately following the 6:30 p.m. City Council and Redevelopment Agency meetings.

Respectfully submitted,

Michelle Ascencion, CMC
Deputy Authority Secretary

APPROVED:

CHAIR

**PORT HUENEME
SURPLUS PROPERTY AUTHORITY COMMISSION**

REGULAR MEETING

DECEMBER 7, 2009

MINUTES

The Regular Meeting of the Port Hueneme Surplus Property Authority Commission was called to order by President Sharkey at 7:15 p.m. in the City Hall Council Chamber, 250 North Ventura Road, Port Hueneme, California. The Deputy Authority Secretary called the roll:

PRESENT: Commissioners Douglas A. Breeze, Maricela P. Morales, Jonathan Sharkey, Vice President Sylvia Muñoz Schnopp, President Norman E. Griffaw

ABSENT: None

Staff members present were David J. Norman, Authority Manager; Mark D. Hensley, Authority Counsel; Robert Bravo, Finance Director; Greg Brown, Community Development Director; Lisa Donley, Recreation & Community Services Director; Fernando Estrella, Chief of Police; Joseph Gately, Housing/Facilities Maintenance Director; Michelle Ascencion, Deputy Authority Secretary.

AGENDA:

Commissioner Morales, seconded by Commissioner Sharkey, moved to approve the Agenda as presented. Motion carried.

CONSENT AGENDA:

A. APPROVAL OF MINUTES

Action Item:

It is recommended the Board approve the minutes of the November 2, 2009 Regular Meeting.

Commissioner Morales, seconded by Commissioner Sharkey, moved to approve the Consent Agenda as presented. Motion carried.

OPEN FORUM:

President Griffaw asked if there was anyone present who wished to speak on any item not on the agenda. No one requested to speak.

ADJOURNMENT:

President Griffaw, without objection, adjourned the Surplus Property Authority Regular Meeting at 7:16 p.m. to the next Regular Meeting to be held January 4, 2010 in the Council Chamber, immediately following the 6:30 p.m. City Council, Redevelopment Agency, and Housing Authority meetings.

Respectfully submitted,

Michelle Ascencion, CMC
Deputy Authority Secretary

APPROVED:

PRESIDENT