

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

JANUARY 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 6:45 p.m., Wednesday, January 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; Andres Santamaria, Public Works Director; Pamela Strautman, Community Development Programs Manager; Michelle Ascencion, Deputy City Clerk.

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

Respectfully submitted,

Michelle Ascencion
Deputy City Clerk

APPROVED:

MAYOR

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

JANUARY 7, 2009

MINUTES

The Regular Meeting of the Port Hueneme City Council was called to order by Mayor Sharkey at 7:00 p.m. in the Council Chamber, 250 North Ventura Road, Port Hueneme, California. After the flag salute, Council Member Schnopp 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; Andres Santamaria, Public Works Director; Pamela Strautman, Community Development Programs Manager; 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 without objection.

CONSENT AGENDA:

A. MINUTES: Pre-Agenda Session and Regular Meeting – December 17, 2008

Action Item: Approve Minutes of December 17, 2008.

B. CASH DISBURSEMENTS RATIFICATION

Action Item: Ratify cash disbursements for the period December 6, 2008 through December 19, 2008.

C. TREASURER'S MONTHLY INVESTMENT REPORT – NOVEMBER 30, 2008

Action Item: It is recommended the City Council receive and file the November 30, 2008 Treasurer's Report as presented.

- D. ADOPTION OF A RESOLUTION AUTHORIZING THE CITY MANAGER OR A DESIGNEE TO APPLY FOR, RECEIVE, AND APPROPRIATE FUNDS FROM THE STATE OF CALIFORNIA FOR CAPITAL IMPROVEMENT PROJECTS TO BE FUNDED WITH THE SECOND INSTALLMENT OF PROPOSITION 1B FUNDS

Action Item: It is recommended the City Council adopt the resolution authorizing the City Manager or designee to apply for, receive, and appropriate the second installment of Proposition 1B funds.

RESOLUTION NO. 3906

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF PORT HUENEME AUTHORIZING THE CITY MANAGER OR DESIGNEE TO APPLY FOR, RECEIVE, AND APPROPRIATE FUNDS FROM THE STATE OF CALIFORNIA FOR CAPITAL IMPROVEMENT PROJECTS TO BE FUNDED WITH PROPOSITION 1B FUNDING

- E. AUTHORIZATION FOR THE PURCHASE OF TWO PUBLIC WORKS PICKUP TRUCKS

Action Item: It is recommended the City Council approve an award of contract to Paradise Chevrolet of Ventura in the amount of \$40,379 for the purchase of two pickup trucks.

Mayor Pro Tem Griffaw , seconded by Council Member Morales, moved to approve the Consent Agenda as presented. Motion carried without objection.

RECREATION AND COMMUNITY SERVICES DIRECTOR:

- A. ADOPTION OF A RESOLUTION ELIMINATING THE ENTRANCE FEE TO THE HUENEME BEACH FESTIVAL

Action Item: It is recommended the City Council adopt the resolution eliminating the Hueneme Beach Festival's \$4.00 entrance fee.

The Recreation and Community Services Director gave a report. Discussion ensued among Council and staff.

Mayor Sharkey requested that staff bring forward on a future agenda an item that would re-name the Hueneme Beach Festival in honor of former Mayor Toni Young, who recently passed away and had been instrumental in the formation of the event.

Mayor Pro Tem Griffaw, seconded by Council Member Breeze, moved to approve Staff's recommendation as presented. Motion carried without objection.

RESOLUTION NO. 3907

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF PORT HUENEME ADJUSTING THE RECREATION FEE SCHEDULES FOR THE HUENEME BEACH FESTIVAL

B. COUNCIL ADVISORY COMMISSION APPOINTMENTS

Action Item: It is recommended the City Council appoint or reappoint interested Port Hueneme citizens to its three advisory commissions.

The Recreation and Community Services Director gave a report. The Council Members introduced their recommended appointees who were in attendance.

Council Member Morales, seconded by Mayor Pro Tem Griffaw, moved to approve Staff's recommendation as presented. Motion carried without objection.

FINANCE DIRECTOR:

A. TRANSITION OF WATER METER ADVISORY COMMITTEE TO A WATER RATE ADVISORY COMMITTEE

Action Item: It is recommended the City Council transition the Water Meter Advisory Committee to a Water Rate Advisory Committee and appoint two City Council Members to serve on this newly-formed committee.

The Finance Director gave a report. Discussion ensued among Council and staff. The Council appointed Council Members Breeze and Schnopp to the Water Rate Advisory Committee.

Council Member Morales, seconded by Mayor Pro Tem Griffaw, moved to approve Staff's recommendation as presented. Motion carried without objection.

HOUSING AND FACILITIES MAINTENANCE DIRECTOR:

A. APPOINTMENT OF A SELECTION COMMITTEE FOR THE HOUSING AUTHORITY BOARD OF COMMISSIONERS RESIDENT VACANCY

Action Item: It is recommended the City Council appoint two of its members to form a selection committee, to recommend a candidate resident to serve on the Housing Authority Board of Commissioners.

The Housing and Facilities Maintenance Director gave a report. Discussion ensued among Council and staff. The Council appointed Council Member Breeze and Mayor Pro Tem Griffaw to the selection committee.

Mayor Pro Tem Griffaw, seconded by Council Member Schnopp, moved to approve Staff's recommendation as presented. Motion carried without objection.

CITY MANAGER:

A. CITY COUNCIL COMMITTEE SCHEDULE – 2009

Action Item: It is recommended the City Council appoint or reappoint Council Members to various committees and commissions for 2009.

Discussion ensued among the Council, and the following appointments were made:

<u>COMMISSION</u>	<u>REPRESENTATIVES</u>
Animal Control Commission	Mayor Sharkey Alternate: Council Member Breeze
Beach Erosion Authority for Clean Oceans and Nourishment (BEACON)	Mayor Sharkey Alternate: Mayor Pro Tem Griffaw
California Joint Powers Insurance Authority (CJPIA)	Mayor Pro Tem Griffaw Alternate: Council Member Schnopp
City-Port Standing Committee	Mayor Sharkey Mayor Pro Tem Griffaw Alternate: Council Member Breeze
EDC-VC	Council Member Schnopp
Gold Coast Transit	Council Member Morales Alternate: Council Member Schnopp
Library Services Commission	Council Member Schnopp Alternate: Council Member Breeze
Point Mugu Regional Airport Authority	Mayor Pro Tem Griffaw Alternate: Council Member Schnopp
Port Hueneme Water Agency (PHWA)	Mayor Sharkey Mayor Pro Tem Griffaw Council Member Breeze Alternate: Council Member Schnopp
Regional Defense Partnership for the 21 st Century (RDP-21)	Mayor Sharkey Alternate: Council Member Schnopp
Ventura Council of Governments (VCOG)	Council Member Morales Alternate: Council Member Schnopp
Ventura County Transportation Commission (VCTC)	Council Member Morales
Ventura Regional Sanitation District (VRSD)	Mayor Sharkey Alternate: Council Member Breeze

COUNCIL MEMBERS' REPORTS:

A. REQUEST OF MAYOR PRO TEM GRIFFAW: SPONSORSHIP OF INAUGURAL PORT HUENEME *RELAY FOR LIFE* EVENT

Action Item: Mayor Pro Tem Griffaw recommends the City Council become a sponsor of the First Annual Port Hueneme *Relay for Life* event, limiting the City's participation to providing planning meeting space at no cost and considering the adoption of a future resolution in support of the event.

The Mayor Pro Tem introduced Debbie LaRoche and Dawne Griffaw, co-chairs of the event, and Jessica LaRoe, Relay Manager. Discussion ensued among Council and staff. The following person requested to speak on this item:

1. Lance Livermore, Port Hueneme resident
Expressed his support for the event.

Council Member Morales, seconded by Council Member Breeze, moved to approve Staff's recommendation as presented. Motion carried without objection.

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

Council Member Morales reported on a recent Gold Coast Transit Board of Directors meeting and introduced a "Buy Fresh, Buy Local" food guide that will soon be available to consumers throughout the state.

Mayor Sharkey reported on a recent RDP-21 Committee meeting with Channel Islands Air National Guard Base command.

OPEN FORUM:

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

CLOSED SESSION AGENDA: None.

ADJOURNMENT:

Mayor Sharkey, without objection, moved to adjourn the meeting in memory of former Mayor Toni Young, who passed away on December 16, 2008. The City Council Regular Meeting was adjourned at 7:51 p.m. to the next Regular Meeting to be held January 21, 2009 at 7:00 p.m. in the Council Chamber, preceded by a Pre-Agenda Session at 6:45 p.m. in the Council Conference Room.

Respectfully submitted,

Michelle Ascencion
Deputy City Clerk

APPROVED:

MAYOR

PORT HUENEME REDEVELOPMENT AGENCY

REGULAR MEETING

JANUARY 7, 2009

MINUTES

The Regular Meeting of the Port Hueneme Redevelopment Agency was called to order by Chair Sharkey at 7:51 p.m. in the Council Chamber, 250 North Ventura Road, Port Hueneme, California. The Deputy Agency Secretary called the roll:

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

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; Andres Santamaria, Public Works Director; Pamela Strautman, Community Development Programs Manager; Michelle Ascencion, Deputy Agency Secretary.

AGENDA:

Member Morales, seconded by Vice Chair Griffaw, moved to approve the Agenda as presented. Motion carried without objection.

CONSENT AGENDA:

A. MINUTES: Regular Meeting – December 17, 2008
Action Item: Approve Minutes of December 17, 2008.

B. CASH DISBURSEMENTS RATIFICATION
Action Item: Ratify cash disbursements for the period December 6, 2008 through December 19, 2008.

Vice Chair Griffaw , seconded by Member Morales, moved to approve the Consent Agenda as presented. Motion carried without objection.

OPEN FORUM:

Chair Sharkey 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.

The Agency Counsel read the following Closed Session announcement:

With respect to every item of business to be discussed in Closed Session:

A. CONFERENCE WITH REAL PROPERTY NEGOTIATORS:

Pursuant to Government Code Section 54956.8:

841 Jane Drive

Agency Negotiators:

David J. Norman, Executive Director

Mark Hensley, Agency Counsel

Greg Brown, Community Development Director

Pam Strautman, Community Development Programs Manager

Chair Sharkey recessed the meeting to a Closed Session to be held following the Surplus Property Authority meeting.

The Redevelopment Agency reconvened following the Closed Session. The Agency Counsel made no further announcement.

ADJOURNMENT:

Chair Sharkey, without objection, adjourned the Redevelopment Agency Regular Meeting at 7:52 p.m. to the next Regular Meeting to be held January 21, 2009 in the Council Chamber, immediately following the City Council meeting.

Respectfully submitted,

Michelle Ascencion
Deputy Agency Secretary

APPROVED:

CHAIR

PORT HUENEME HOUSING AUTHORITY

REGULAR MEETING

JANUARY 7, 2009

MINUTES

The Regular Meeting of the Port Hueneme Housing Authority was called to order by Chair Sharkey at 7:52 p.m. in the Council Chamber, 250 North Ventura Road, Port Hueneme, California. The Deputy Authority Secretary called the roll:

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

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; Andres Santamaria, Public Works Director; Pamela Strautman, Community Development Programs Manager; Michelle Ascencion, Deputy Authority Secretary.

AGENDA:

Vice Chair Griffaw, seconded by Member Morales, moved to approve the Agenda as presented. Motion carried without objection.

CONSENT AGENDA:

- A. MINUTES: Regular Meeting – December 3, 2008
Action Item: Approve Minutes of December 3, 2008.
- B. CASH DISBURSEMENTS RATIFICATION
Action Item: Ratify cash disbursements for the period November 21, 2008 through December 19, 2008.

Member Johnson, seconded by Member Schnopp, moved to approve the Consent Agenda. Motion carried without objection.

OPEN FORUM:

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

ADJOURNMENT:

Chair Sharkey, without objection, adjourned the Housing Authority Regular Meeting at 7:53 p.m. to the next Regular Meeting to be held February 4, 2009 in the Council Chamber, immediately following the City Council and Redevelopment Agency meetings.

Respectfully submitted,

Michelle Ascencion
Deputy Authority Secretary

APPROVED:

CHAIR

**PORT HUENEME
SURPLUS PROPERTY AUTHORITY COMMISSION**

REGULAR MEETING

JANUARY 7, 2009

MINUTES

The Regular Meeting of the Port Hueneme Surplus Property Authority Commission was called to order by President Sharkey at 7:53 p.m. in the Council Chambers, 250 North Ventura Road, Port Hueneme, California. The Deputy Authority Secretary called the roll:

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

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; Andres Santamaria, Public Works Director; Pamela Strautman, Community Development Programs Manager; Michelle Ascencion, Deputy Authority Secretary.

AGENDA:

Vice President Griffaw, seconded by Commissioner Breeze, moved to approve the Agenda as presented. Motion carried without objection.

CONSENT AGENDA:

- A. MINUTES: Regular Meeting – December 3, 2008
Action Item: Approve Minutes of December 3, 2008.

- B. HUENEME AQUACULTURAL CENTER GRANT EXTENSION OF RENT REDUCTION FOR LOT SUBLEASE 404, 406, AND 408 LIGHTHOUSE CIRCLE
Action Item: It is recommended the Commission authorize the Manager to execute Sublease Amendment No. 2 granting a nine-month

extension to MJ Waterworks' monthly rent reduction for its business located on Lot 10.

Commissioner Schnopp, seconded by Commissioner Breeze, moved to approve the Consent Agenda as presented. Motion carried without objection.

OPEN FORUM:

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

ADJOURNMENT:

President Sharkey, without objection, adjourned the Surplus Property Authority Regular Meeting at 7:54 p.m. to the next Regular Meeting to be held February 4, 2009 in the Council Chamber, immediately following the City Council, Redevelopment Agency, and Housing Authority meetings.

Respectfully submitted,

Michelle Ascencion
Deputy Authority Secretary

APPROVED:

PRESIDENT