

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

**JANUARY 4, 2010**

**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, January 4, 2010, in the Council Conference Room, 250 North Ventura Road, Port Hueneme, California.

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

ABSENT: None

Staff members present were David J. Norman, City Manager; Mark D. Hensley, City Attorney; Lisa Donley, Recreation & Community Services Director; Fernando Estrella, Chief of Police; Joseph Gately, Housing/Facilities Maintenance Director; Carmen Camarillo, Assistant to the City Manager; 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**

**JANUARY 4, 2010**

**MINUTES**

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

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

ABSENT: None

Staff members present were David J. Norman, City Manager; Mark D. Hensley, City Attorney; Lisa Donley, Recreation & Community Services Director; Fernando Estrella, Chief of Police; Joseph Gately, Housing/Facilities Maintenance Director; Carmen Camarillo, Assistant to the City Manager; Maggie Federico, Crime Prevention Officer; Michelle Ascencion, Deputy City Clerk.

**AGENDA:**

The Council Members had previously received copies of the Agenda.

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

**PRESENTATION:**

A. REPORT ON COUNTYWIDE TSUNAMI WORKSHOP

Action:

Overview presentation by Maggie Federico, Crime Prevention Officer, on the December 14, 2009 Countywide Tsunami Workshop.

Ms. Federico made a report to the Council. Discussion ensued among Council and staff.

**PUBLIC HEARING:**

A. A PUBLIC HEARING TO CONSIDER PARTICIPATION IN THE CALIFORNIAFIRST PROGRAM OF THE CALIFORNIA STATEWIDE

## COMMUNITIES DEVELOPMENT AUTHORITY

### Action:

It is recommended that, after closing the public hearing, the City Council adopt a resolution to authorize the City's participation in the CaliforniaFIRST Program of the California Statewide Communities Development Authority ("California Communities") to provide financing to residential, commercial and industrial property owners for renewable energy, energy efficiency and water efficiency projects.

The Housing and Facilities Maintenance 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 Morales, moved to approve staff's recommendation as presented. Motion carried 5-0.

### RESOLUTION NO. 3943

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF PORT HUENEME AUTHORIZING THE CITY OF PORT HUENEME TO JOIN THE CALIFORNIAFIRST PROGRAM; AUTHORIZING THE CALIFORNIA STATEWIDE COMMUNITIES DEVELOPMENT AUTHORITY TO ACCEPT APPLICATIONS FROM PROPERTY OWNERS, CONDUCT CONTRACTUAL ASSESSMENT PROCEEDINGS AND LEVY CONTRACTUAL ASSESSMENTS WITHIN THE TERRITORY OF THE CITY OF PORT HUENEME; AND AUTHORIZING RELATED ACTIONS

## **CONSENT AGENDA:**

### A. APPROVAL OF MINUTES

#### Action:

It is recommended the City Council approve the minutes of the December 7, 2009 Regular Meeting.

### B. CASH DISBURSEMENTS RATIFICATION

#### Action:

It is recommended the City Council ratify the attached listing of cash disbursements for the period November 21, 2009 through December 24, 2009.

### C. ADOPT ORDINANCE NO. 697 AMENDING ARTICLE X, CHAPTER 4, PART K (FLOOD HAZARD OVERLAY ZONE) OF THE PORT HUENEME MUNICIPAL CODE

#### Action:

It is recommended that the City Council adopt Ordinance No. 697 regarding

amendment of the Municipal Code to address updated floodplain management regulations (previously introduced by title only and further reading waived).

ORDINANCE NO. 697

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

D. ACCEPTANCE OF THE MAR VISTA SENIOR APARTMENTS LOW VOLTAGE WIRING REPLACEMENT PROJECT

Action:

It is recommended the City Council:

1. Accept the work performed by Gold Coast Tele-Comm, Inc., for the Mar Vista Senior Apartments Low Voltage Wiring Replacement Project;
2. Direct the Deputy City Clerk to file the attached Notice of Completion in the Office of the County Recorder; and
3. Direct staff to release the project retention at the expiration of 35 days after the recordation of the Notice of Completion, provided that no properly executed notices to stop payment have been filed.

E. RESOLUTION AUTHORIZING THE COUNTY OF VENTURA TO SUBMIT A JOINT APPLICATION ON BEHALF OF THE CITY OF PORT HUENEME WITH THE CITIES OF FILLMORE, OJAI, AND SANTA PAULA FOR THE ENERGY EFFICIENCY AND CONSERVATION BLOCK GRANT

Action:

It is recommended the City Council adopt a resolution authorizing the County of Ventura to submit an application on behalf of the City of Port Hueneme (jointly with the cities of Fillmore, Ojai, and Santa Paula) for energy efficiency and conservation block grant program funds.

RESOLUTION NO. 3944

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF PORT HUENEME AUTHORIZING THE COUNTY OF VENTURA TO SUBMIT A JOINT APPLICATION ON BEHALF OF THE CITY OF PORT HUENEME, WITH THE CITIES OF FILLMORE, OJAI, AND SANTA PAULA, FOR THE ENERGY EFFICIENCY AND CONSERVATION BLOCK GRANT (EECBG)

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

**RECREATION AND COMMUNITY SERVICES DIRECTOR:**

- A. AUTHORIZE THE PURCHASE OF REPLACEMENT PLAY

## EQUIPMENT AT BOLKER PARK

### Action:

It is recommended the City Council authorize the purchase of play equipment and rubber surfacing, including shipping, from Burke Innovative Playgrounds Co., LLC in the amount of \$70,576.

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

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

### **CITY MANAGER:**

#### A. CITY COUNCIL COMMITTEE SCHEDULE - 2010

##### Action:

It is recommended the City Council appoint or reappoint Council Members to its various committees or commissions for 2010.

Discussion ensued among the Council. All current appointment were reconfirmed with only one change made:

#### **COMMISSION**

City-Port Standing Committee

#### **REPRESENTATIVES**

Mayor Griffaw

Council Member Breeze

Alternate: Council Member Sharkey

### **COUNCIL MEMBERS' REPORTS:**

#### A. COUNCIL MEMBERS' COMMITTEES/MEETINGS/EVENTS

Informational only.

Council Member Sharkey announced that former Mayor Robert Turner passed away on December 29, 2009, and requested that the meeting be adjourned in his honor and a copy of the minutes be sent to the Turner family.

### **OPEN FORUM:**

Mayor 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 AGENDA:** None.

**ADJOURNMENT:**

Mayor Griffaw, without objection, adjourned the City Council Regular Meeting at 7:01 p.m. in memory of Dr. Robert Turner, former Mayor and City Council Member. The next Regular Meeting will be held January 19, 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,

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Michelle Ascencion, CMC  
Deputy City Clerk

APPROVED:

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MAYOR

**PORT HUENEME REDEVELOPMENT AGENCY**

**REGULAR MEETING**

**JANUARY 4, 2010**

**MINUTES**

The Regular Meeting of the Port Hueneme Redevelopment Agency was called to order by Chair Griffaw at 7:01 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; Greg Brown, Community Development Director; Lisa Donley, Recreation & Community Services Director; Fernando Estrella, Chief of Police; Joseph Gately, Housing/Facilities Maintenance Director; Carmen Camarillo, Assistant to the City Manager; Michelle Ascencion, Deputy Agency Secretary.

**AGENDA:**

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

**CONSENT AGENDA:**

A. APPROVAL OF MINUTES

Action: It is recommended the Board approve the minutes of the December 7, 2009 Regular Meeting.

B. CASH DISBURSEMENTS RATIFICATION

Action: It is recommended the Redevelopment Agency Board ratify the attached listing of cash disbursements for the period November 21, 2009 through December 24, 2009.

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 7:02 p.m. to the next Regular Meeting to be held January 19, 2010 in the Council Chamber, immediately following the 6:30 p.m. City Council meeting.

Respectfully submitted,

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Michelle Ascencion, CMC  
Deputy Agency Secretary

APPROVED:

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CHAIR

**PORT HUENEME HOUSING AUTHORITY**

**REGULAR MEETING**

**JANUARY 4, 2010**

**MINUTES**

The Regular Meeting of the Port Hueneme Housing Authority was called to order by Chair Griffaw at 7:02 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; Lisa Donley, Recreation & Community Services Director; Fernando Estrella, Chief of Police; Joseph Gately, Housing/Facilities Maintenance Director; Andres Santamaria, Public Works Director; Carmen Camarillo, Assistant to the City Manager; 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:

It is recommended the Board approve the minutes of the December 7, 2009 Regular Meeting.

B. CASH DISBURSEMENTS RATIFICATION

Action:

It is recommended the Board ratify the attached listing of cash disbursements for the period November 21, 2009 through December 24, 2009.

C. ADOPTION OF A RESOLUTION APPROVING THE CURRENT FORM

OF THE AUTHORITY'S PROCUREMENT POLICY FOR THE  
EXPENDITURE OF AMERICAN REINVESTMENT AND RECOVERY  
GRANT FUNDS (ARRA)

Action:

It is recommended the Board of Commissioners adopt a resolution approving the Housing Authority's Procurement Policy in its present form for the expenditure of ARRA grant funds.

RESOLUTION NO. 511

A RESOLUTION OF THE BOARD OF COMMISSIONERS OF THE HOUSING AUTHORITY OF THE CITY OF PORT HUENEME ACKNOWLEDGING THE CURRENT PROCUREMENT POLICY IS SUFFICIENT FOR THE EXPEDIENT AND TIMELY EXPENDITURE OF THE AMERICAN RECOVERY AND REINVESTMENT ACT GRANT FUNDS AND WILL NOT HAMPER OR INTERFERE WITH THE EXPEDITED EXPENDITURE SCHEDULE OF THESE FUNDS

Member Morales, seconded by Member Sharkey, 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 7:03 p.m. to the next Regular Meeting to be held February 1, 2010 in the Council Chamber, immediately following the 6:30 p.m. City Council and Redevelopment Agency meetings.

Respectfully submitted,

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Michelle Ascencion, CMC  
Deputy Authority Secretary

APPROVED:

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CHAIR

**PORT HUENEME  
SURPLUS PROPERTY AUTHORITY COMMISSION**

**REGULAR MEETING**

**JANUARY 4, 2010**

**MINUTES**

The Regular Meeting of the Port Hueneme Surplus Property Authority Commission was called to order by President Griffaw at 7:03 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; Lisa Donley, Recreation & Community Services Director; Fernando Estrella, Chief of Police; Joseph Gately, Housing/Facilities Maintenance Director; Andres Santamaria, Public Works Director; Carmen Camarillo, Assistant to the City Manager; 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:

It is recommended the Board approve the minutes of the December 7, 2009 Regular Meeting.

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

**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 7:04 p.m. to the next Regular Meeting to be held February 1, 2010 in the Council Chamber, immediately following the 6:30 p.m. City Council, Redevelopment Agency, and Housing Authority meetings.

Respectfully submitted,

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Michelle Ascencion, CMC  
Deputy Authority Secretary

APPROVED:

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PRESIDENT