



# City of Port Hueneme

## PORT HUENEME CITY COUNCIL REGULAR MEETING

APRIL 4, 2016  
6:30 PM

PORT HUENEME CITY HALL: 250 NORTH VENTURA ROAD  
PORT HUENEME, CA 93041

### A G E N D A

**Public Communications:** Each member of the public may speak on any item appearing on the Agenda or that is within the subject matter jurisdiction of the City Council. Speakers will be allowed three minutes per Agenda item to address the Council. Members of the public who want to address the Council should fill out a speaker card located on the back table in the City Council Chamber and provide the speaker card to the City Clerk. If a speaker wishes to address an item on the Agenda please note the Agenda item number or topic on the speaker card to ensure that you are called to speak before the Council takes action on the Agenda item. All speakers wishing to address the Council on items not on the Agenda will be called on to speak during the Open Forum portion of the Agenda.

1. **CALL TO ORDER, FLAG SALUTE**
2. **INSPIRATION:** Council Member Sylvia Muñoz Schnopp
3. **ROLL CALL**
4. **AGENDA:** *(Amend / Approve)*
5. **OPEN FORUM (30 Minutes)**

The Council will hear public comments for a maximum of 30 minutes. A person may address the Council only on matters NOT appearing on the agenda and within the Council's subject matter jurisdiction. Anyone not able to address the Council before the 30 minutes expires may do so during the "Continuation of Open Forum" period just prior to adjournment of the meeting. The Council cannot enter into a detailed discussion or take any action on comments, but may refer them to the City Manager for follow up or scheduling on a subsequent agenda for discussion. Each speaker shall limit comments to three minutes.

**6. PUBLIC HEARINGS:**

**A. ADOPT RESOLUTION GRANTING SPECIAL USE PERMIT NO. 16-02 FOR THE PIER TO PIER HALF MARATHON BEGINNING AT SURFSIDE DRIVE**

Action: It is recommended the City Council (1) open the public hearing to take testimonial and documentary evidence, (2) close the public hearing and consider the evidence, and (3) after considering the evidence, do the following:

1. Adopt the attached Resolution that conditionally approves Special Use Permit No. 16-02 for temporary events at Hueneme Beach Park and adjacent areas for up to five years;
2. Waive the Special Use Permit fee of \$260 since a fee was paid for the full Pier to Pier Marathon under SUP No. 12-02, which is still active; and
3. Authorize the Deputy City Manager to file a Notice of Final Action with the California Coastal Commission and Notice of Exemption in accordance with provisions of the California Coastal Act and California Environmental Quality Act ("CEQA").

RESOLUTION NO. \_\_\_\_\_

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF PORT HUENEME, CALIFORNIA DEEMING A TEMPORARY EVENT EXEMPT FROM THE CALIFORNIA ENVIRONMENTAL QUALITY ACT AND CONDITIONALLY APPROVING SPECIAL USE PERMIT NO. 16-02 FOR THE PIER TO PIER HALF MARATHON COMBINED WITH THE FULL MARATHON (Case Number SUP 16-02)

***(Open, Close Public Hearing)***

**B. RESOLUTION APPROVING THE CITY'S NATIONAL POLLUTANT DISCHARGE ELIMINATION SYSTEM STORMWATER MANAGEMENT PROGRAM FOR INCLUSION INTO THE BENEFIT ASSESSMENT PROGRAM OF THE VENTURA COUNTY WATERSHED PROTECTION DISTRICT**

Action: It is recommended the City Council, at the close of the public hearing, adopt the attached Resolution approving the City's National Pollutant Discharge Elimination System (NPDES) Stormwater Management Program for inclusion into the Benefit Assessment Program of the Ventura County Watershed Protection District (VCWPD).

RESOLUTION NO. \_\_\_\_\_  
A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF PORT  
HUENEME, CALIFORNIA DETERMINING AN ASSESSMENT FOR  
THE CITY'S NATIONAL POLLUTANT DISCHARGE ELIMINATION  
SYSTEM - STORMWATER MANAGEMENT PROGRAM TO BE  
RECOMMENDED FOR INCLUSION INTO THE BENEFIT  
ASSESSMENT PROGRAM OF THE VENTURA COUNTY  
WATERSHED PROTECTION DISTRICT

*(Open, Close Public Hearing)*

**7. CONSENT AGENDA:**

A. APPROVAL OF MINUTES

Action: It is recommended the City Council approve the Minutes of the March 7, 2016 Regular Meeting and the March 21, 2106 Special and Regular meetings.

B. CASH DISBURSEMENTS RATIFICATION

Action: It is recommended the City Council ratify the cash disbursements listing for the period March 12, 2016 through March 25, 2016.

**8. CITY MANAGER:**

A. FY 2016-17 BUDGET DIRECTIONS

Action: It is recommended the City Council receive a summary of City Council budget decisions, approve the fees for and an operating subsidy for the Junior Lifeguard program and provide direction regarding Lifeguard funding for structurally balancing the FY 2016-17 budget.

**9. CITY MANAGER REPORTS/COMMENTS**

**10. COUNCIL MEMBERS' REPORTS, COMMENTS, AND REQUESTS FOR FUTURE AGENDA ITEMS**

**11. CONTINUATION OF OPEN FORUM**

The Council will allow a continuation of public comments, if necessary, due to exceeding the total time allotted in the earlier Open Forum section.

**12. CLOSED SESSION: (None.)**

**ADJOURNMENT:** Adjourn to the next Regular Meeting to be held April 18, 2016 at 6:30 p.m. in the City Council Chamber.

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](http://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. **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 986-6503 OR THE CALIFORNIA RELAY SERVICE. NOTICE 48 HOURS PRIOR TO THE MEETING WILL ENABLE THE CITY TO MAKE REASONABLE ARRANGEMENTS TO ALLOW PARTICIPATION IN THIS MEETING.**



# City of Port Hueneme

## COUNCIL AGENDA STAFF REPORT

**TO:** City Council

**FROM:** Carmen Nichols, Deputy City Manager

**SUBJECT:** ADOPT RESOLUTION GRANTING SPECIAL USE PERMIT NO. 16-02 FOR THE PIER TO PIER HALF MARATHON BEGINNING AT SURFSIDE DRIVE

**DATE:** April 4, 2016

### **RECOMMENDATION:**

It is recommended the City Council (1) open the public hearing to take testimonial and documentary evidence, (2) close the public hearing and consider the evidence, and (3) after considering the evidence, do the following:

1. Adopt the attached Resolution that conditionally approves Special Use Permit No. 16-02 for temporary events at Hueneme Beach Park and adjacent areas for up to five years;
2. Waive the Special Use Permit fee of \$260 since a fee was paid for the full Pier to Pier Marathon under SUP No. 12-02, which is still active; and
3. Authorize the Deputy City Manager to file a Notice of Final Action with the California Coastal Commission and Notice of Exemption in accordance with provisions of the California Coastal Act and California Environmental Quality Act ("CEQA").

### **BACKGROUND/ANALYSIS:**

The Pier to Pier Marathon will be coming back for its fourth annual event on September 11, 2016 (under previously approved SUP No.12-02). Put on by Vendurance Tribe ("Promoter"), this two day event features a full marathon run which is a sanctioned qualifying event for the Boston Marathon. The race starts at the Ventura Pier with the turn-around point at Port Hueneme Beach. Most impact to city residents occurs between 7:30 a.m. and 9:30 a.m., causing occasional traffic delays of 5-7 minutes for the beach residential neighborhoods.

## **SPECIAL USE PERMIT NO. 16-02: PIER TO PIER HALF MARATHON**

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The City informs all residences west of Ventura Road of any road closures and traffic delays well before the event. However, at that time in the morning, delays are very infrequent.

The Promoter pays for all encroachment permit fees and other city fees including postage for resident notices, and provides for all traffic control measures. Other than temporary street closures that are removed by noon on the same day of the event, there has not been any other public right-of-way closure. The City is provided with a quarter page advertisement in the marathon program that reaches hundreds of participants.

The purpose of this public hearing is due to a modification of the original route and other impacts to residents in the adjacent area of Surfside Drive. Staff received a request from the Promoter to allow a Pier to Pier Half Marathon which will run concurrently and use the same route as the approved full Pier to Pier Marathon with a variance from the original route. The Half Marathon will begin at Surfside Drive, west of the intersection of Ventura Road and Surfside Drive and partially loops through Parking Lot "A." It will continue its course up Ventura Road via Victoria Avenue. The entrance of Parking Lot "A" at Ventura Road and Surfside Drive will be closed through noon, however, paid parking will remain open and available through the pier entrance. No other parking lots will be impacted.

An inflatable starting gate will be placed at the opening of the run along Surfside Drive as well as a speaker system to make announcements, facing towards the beach to minimize noise levels to residents. Pop up tents for registration will also serve as a waiting area, portable toilets, and a box truck for gear check will be located in the Parking Lot "A." This equipment will be removed immediately after the start of the race as soon as all participants have left the immediate area (with the exception of the partial closing of Parking Lot "A," which will be re-opened at noon after the full marathon).

Equipment set up will begin around 4:30 a.m. Participants for the Pier to Pier Half Marathon will begin arriving at 5:30 a.m. by shuttle and will be dropped off on Surfside Drive and will staged in Parking Lot "A". The run is set to begin at 6:30 a.m. and most participants for the Half Marathon will be out of the beach area within minutes.

The promoter will handle all aspects of the operations and organization. They are responsible to pay for all fees established by the standard encroachment permit for special events, and additionally will pay half the daily rate for all designated spaces in Parking Lot "A" (which encompasses approximately 120 parking spaces) and 86 spaces along Surfside Drive. Staff recommends waiving an additional Special Use Permit fee of \$260, since it was paid with the original application for the full Pier to Pier Marathon in 2012 which is still active.

## **SPECIAL USE PERMIT NO. 16-02: PIER TO PIER HALF MARATHON**

**April 4, 2016**

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Attached is an event description and proposed layout (of Surfside Street and Parking Lot "A").

The attached SUP/License Agreement contains the following basic terms:

1. Set up will begin at 4:30 a.m. and equipment for the Half Marathon will be removed by 7:00 a.m.
2. Promoter must clear all equipment, clean and restore the "Starting Point" area for the Half-Marathon no later than 7:00 a.m. the same event day, to a level consistent with the surrounding beach area.
3. Promoter must clean and restore Parking Lot "A" of any debris remaining from participants no later than 2:00 P.M. the same event day, to a level consistent with the surrounding beach parking lots.
4. Indemnification and Insurance coverage will be provided as stipulated in the Standard Encroachment Permit Application for Special Events.
5. All fees listed in the Standard Encroachment Permit Application for Special Events, including fees for inaccessible parking spaces at half the normal daily rate shall be paid with the application.

With regard to land use entitlements, the City's Zoning Ordinance and Local Coastal Program requires that a Special Use Permit be considered at a noticed public hearing for the temporary event that is deemed an appealable coastal development (Municipal Code §10356B.1.a. and §10356C.2.). In this regard, a notice of the proposed event was mailed to the Coastal Commission, Oceanview Pavilion, Surfside Seafood, the Surfside I and IV Homeowner Associations and property owners at Surfside I and IV that directly face the starting point of the Half Marathon and Parking Lot "A" (three buildings). Should an appeal be received within 10 working days regarding the Council's decision, the Coastal Commission could review the matter. However, Commission acceptance of an appeal is not expected because the proposed event meets most of the Coastal Commission's own exclusion criteria from permit/review requirements where it retains permit authority (guidelines published by the Coastal Commission titled "Exclusion of Temporary Events from Coastal Commission Permit Requirements – adopted 5/12/1993"). The one possible Coastal Commission concern is temporary use of 86 of the 210 parking spaces in Lot "A" through noon on the day of the event and 18 along Surfside Drive. However, given the City provides over 1,020 other spaces, the temporary loss of 104 out of a total of over 1,020 beach parking spaces, is considered by staff to be de minimis relative to adversely restricting public use and access to coastal water areas. This de minimis finding is included by staff in the attached resolution.

With regard to attendance and crowd control, the promoter expects about 500-600 participants at the starting point of the Half Marathon and will dissipate soon after the start of the race. Participants will be asked to remain in Parking Lot "A"

## **SPECIAL USE PERMIT NO. 16-02: PIER TO PIER HALF MARATHON**

**April 4, 2016**

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until just before the race begins. Any equipment (inflatable start gate, speakers, pop-up tents) will be removed immediately after the start of the race. The promoter provides 25 full time adult staff and volunteers during the event depending on crowd size.

Noise complaints from adjacent beach residences can create a potential issue. Consequently, staff and the Promoter have given some thought to the proposed location and will control noise impacts by designating a sign-in and waiting area on Parking Lot "A". Participants will be called to starting area close to the beginning of the race.

The route looping into Parking Lot "A" gives adequate room for use of the Pier, access to the public restrooms, and Surfside Seafood. The proposed event and operational requirements have been reviewed and approved by affected staff in, Streets/Engineering, Community Development and Code Enforcement, Recreation, and Law Enforcement.

### **FISCAL IMPACT:**

The Promoter will pay all fees associated with an encroachment permit, which is approximately \$1,800 to \$2,000.

With regard to General Fund parking revenues, each parking space is valued at \$4 during the event period. The promoter is seeking 104 spaces. This represents General Fund revenues \$416. It is expected that additional parking revenues will be received from spectators joining the event.

### **Attachments**

- Resolution
- Event Description and Proposed layout of Pier to Pier Half Marathon
- Standard Encroachment Permit Application for Special Events
- Issued Special Use Permit
- Public Notice of Public Hearing

RESOLUTION NO. \_\_\_\_\_

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF PORT HUENEME, CALIFORNIA DEEMING A TEMPORARY EVENT EXEMPT FROM THE CALIFORNIA ENVIRONMENTAL QUALITY ACT AND CONDITIONALLY APPROVING SPECIAL USE PERMIT NO. 16-02 FOR THE PIER TO PIER HALF MARATHON COMBINED WITH THE FULL MARATHON (Case Number SUP 16-02)**

**ARTICLE I - RECITALS**

**Recitals**

The City Council for the City of Port Hueneme does resolve as follows:

**A. WHEREAS**, a public hearing has been held as required by law to consider issuance of a Special Use Permit (“SUP”) allowing the starting point for the Pier to Pier Half Marathon along Surfside Drive and run through Parking Lot “A”, involving temporary closure of designated parking spaces in Parking Lot “A” and alongside Surfside Drive; set up beginning at 4:30 a.m. with the Half Marathon vacated from the beach area within a few minutes, and full re-opening of the parking lot by noon, beginning September 11, 2016 and annually thereafter for a period of five years, herein referred to as “Event”;

**B. WHEREAS**, the proposed Event represents a discretionary action subject to the environmental review requirements of the California Environmental Quality Act (“CEQA”) of 1970, as amended (Public Resources Code § et. seq.), and by operation of § 15381 of Title 14 to the California Code of Regulations, the City Council of the City of Port Hueneme is deemed “Lead Agency” for the purposes of CEQA; and

**C. WHEREAS**, pursuant to Port Hueneme Municipal Code (“PHMC”) § 10355(A)(2) the Event must obtain a SUP, which is deemed an appealable coastal development by PHMC §10356(B)(1)(a), which requires processing as a noticed public hearing pursuant to PHMC §10356(C)(2); and

**D. WHEREAS**, City staff has recommended the City Council find the Event exempt from CEQA as it establishes rules and procedures to permit operation of existing facilities; minor temporary use of land; ensure maintenance, restoration and protection of the environment; and regulate normal operations of facilities for public gatherings, and therefore categorically exempt from further CEQA review under California Code of Regulations Title 14 §§15301, 15304 (e) 15308, 15323, and 15332 as an urban infill project; and

**E. WHEREAS**, as prescribed in Article II and Article III of this Resolution, the proposed Event is deemed consistent with and furthers the objectives and

policies of the City's General Plan, zoning regulations, and Local Coastal Program; and

**F. WHEREAS**, the City Council considered the effects of the Event on the regional need for public services, and available fiscal and environmental resources before deciding on this matter; and

**G. WHEREAS**, City staff recommended conditional approval of the Event and Special Use Permit Application No. SUP 02-16; and

**H. WHEREAS**, the City is a charter city and municipal corporation operating pursuant to the terms of a City Charter adopted in 1996.

## **ARTICLE II - DECLARATIONS**

### **Record**

**A. NOW, THEREFORE, BE IT RESOLVED** that the City Council of the City of Port Hueneme does hereby make the following findings of fact:

1. Prior to rendering a decision on any aspect of the Event, the City Council duly considered the following:

(a) All public testimony, written and oral, received in conjunction with that certain public hearing conducted on April 4, 2016.

(b) All oral, written, and visual materials presented by City staff and the Applicant in conjunction with said public hearing.

(c) The following informational documents which, by this reference, are incorporated herein:

(i) That certain written report on the proposed Event submitted by the Deputy City Manager for the Department of Community Development of the City of Port Hueneme dated April 4, 2016, incorporated by reference herein (hereinafter referred to as "Staff Report").

(ii) The proposed Event descriptions and supporting documents accompanying the Staff Report.

(iii) The CEQA environmental findings and conclusions finding the Event categorically exempt.

### **Public Review**

**B. BE IT FURTHER RESOLVED THAT:**

1. On the basis of evidence hereinafter listed, all administrative procedures and public participation requirements prescribed in Title 7, Division 1, of the Government Code of the State of California, Article X, PHMC § 10352, and Division 13 of the California Public Resources Code commencing with § 21050, and Title 14 of the California Code of Regulations commencing with § 15000, as such procedures and requirements pertain to this Project, and the California Environmental Quality Act (CEQA), have been lawfully satisfied:

(a) Written notice of public hearing before the City Council on the proposed Event was mailed to all governmental agencies and persons who were known to be interested in the Event and all persons owning or residing at property within 100 feet of the boundaries of the Event site, which notice was mailed not later than ten (10) calendar days prior to the date of said hearing.

### **Coastal Act Findings**

**C. BE IT FURTHER RESOLVED** that the California Coastal Act is intended to protect natural and scenic resources; promote the public safety, health, and welfare; and protect public and private property, wildlife, marine fisheries, other ocean resources, and the natural environment and that California Coastal Commission Regulations establish the standards by which proposed land developments or other activities are evaluated to ensure consistency with the Act and that the local LCP policy group of primary concern identified in the City's LCP for the Event area involving the temporary use of Parking Lot "A" is "Shoreline Access/Recreation and Visitor-Serving Facilities." On the basis of the evaluations presented below, the City Council for the City of Port Hueneme finds the proposed Event consistent with and furthering the objectives of Chapter 3 of the California Coastal Act of 1976:

1. VISITOR SERVING AND RECREATION FACILITIES

a.1. Coastal Act (public Resource §§ 30212.5, 30213, and 30220): Wherever appropriate and feasible, public facilities, including parking, shall be distributed throughout an area to mitigate against the impacts of overuse of any single area. Lower-cost visitor and recreational facilities shall be protected, encouraged and where feasible, provided. Developments providing public recreational opportunities are preferred. Coastal areas suited for water-oriented recreational activities that cannot readily be provided at inland water areas shall be protected for such uses.

a.2. Consistency Statement: According to local LCP policy for Hueneme Beach Park (Area A), Section 4.b. *Resource Protection Zone Policies*, any temporary Development or Special Use Permits at Hueneme Beach Park shall be focused west of Parking Lot "C." The proposed temporary use Project is located in Beach Lot "A," which complies with this policy. In addition, the proposed Project serves to provide a lower-cost visitor and recreational opportunity by enabling residents and visitors to walk around and enjoy the beach environment providing

“family friendly” event, that is licensed as a qualifier event for the well-renowned Boston Marathon, for up to five years. One possible concern is temporary use of 104 parking spaces in Beach Lot “A” and a portion along Surfside Drive from 4:30 a.m. to noon. However, the City provides over 1,020 public off-street parking lot and curbside spaces that directly service the Beach Park. Accordingly, the temporary loss of 104 parking spaces out of a total of over 1,020 parking spaces for the special event one weekend day on an annual basis is considered to be de minimis relative to having a significantly adverse impact on restricting public use and access to coastal water areas at Hueneme Beach Park.

### **Environmental Findings**

**D. BE IT FURTHER RESOLVED** that the City Council finds these facts and makes the following conclusions based upon the Staff Report Project descriptions:

1. The Event is consistent with City’s General Plan and its policies including the Event’s land use designation as Open Space; it is also consistent with the PHMC Park-Reserve Zoning classification for the Event site.

2. The Event involves property located within City’s jurisdictional boundaries on Parking Lot sites not larger than five-acres and the Event is surrounded by urban uses, Park, and Pacific Ocean.

3. The SUP property is not known to be listed by any regulatory agency as having value as habitat for endangered, rare or threatened species.

4. Approving the Event would not result in any significant effects related to traffic, noise, air quality, or water quality.

5. The Event will not result in any intersection operating at a Level of Service worse than “C.”

6. The Event is not expected to substantially increase long-term noise or vibration levels in the surrounding area and the Event’s residential receptors are not located within a noise contour exceeding 60 decibels.

7. The Event will not emit 25-pounds per day or more of reactive organic gases or oxides of nitrogen.

8. The Event is not expected to result in substantial pollution.

9. The Event area can be adequately served by all required utilities and public services.

10. The Event will not result in a significant increase in surface runoff and is not located within the 100-year flood zone.

11. The Event will not exceed the existing or planned capabilities of the sewage system.

12. The Event will not exceed the existing or planned capabilities of the solid waste system.

13. The Event is not expected to create unavoidable health hazards nor expose people to substantial health hazards.

14. The Event will not create a demand for recreational facilities that exceed the City's standard of three-acres of parkland per 1,000 residents.

15. The Event is not expected to have an adverse impact on adequate fire protection services.

16. The Event will not result in population that exceeds a level of service of one officer per 1,000 residents nor result in the average response time to emergency calls to exceed three minutes.

17. The Event is not expected to have a significant impact on school facilities and services to serve the population.

**E. BE IT FURTHER RESOLVED** that because of the facts and conclusions identified in this Resolution, the Event is categorically exempt as it establishes rules and procedures to permit operation of existing facilities; minor temporary use of land; ensure maintenance, restoration and protection of the environment; and regulate normal operations of facilities for public gatherings, and therefore categorically exempt from further CEQA review under California Code of Regulations Title 14 §§ 15301, 15304 (e) 15308, and 15323.

**F. BE IT FURTHER RESOLVED** the City Council independently reviewed and analyzed the Event for its potential impact on the environment and this Resolution accurately and completely reflects any such impacts.

**G. BE IT FURTHER RESOLVED** City's Deputy City Manager is authorized to file the Notice of Exemption with the Ventura County Clerk.

### **ARTICLE III - EVENT APPROVAL**

**A. BE IT FURTHER RESOLVED** that the City Council of the City of Port Hueneme hereby grants and approves this SUP 02-16 ("SUP") as a "Temporary Use" by operation of PHMC § 10355(A)(2) to Vendurance Tribe, 201 Lang Street, Ventura, CA 93003 (referred to as "Applicant"), subject to the following conditions:

1. That approval granted herein is given to Vendurance Tribe ("Applicant") for the Temporary Use and location(s) as described in the attached notice dated March 23, 2016; provided, further, that the event is approved for September 11, 2016 and be limited to Hueneme Beach Parking Lot "A" and a portion of Surfside Drive and require temporary closure through noon of the day of the event for portable restrooms, event tents, gear check box truck and a speaker system.

2. That Michelle Libman (805) 218-1496 is hereby deemed to be the authorized representative for the Applicant who shall be available at all times while the event is in progress. If in the opinion of the City the event poses a threat to the public health, safety or welfare, or violates any of the conditions herein or other City Municipal Codes, the City may give orders to said representative or her designee and return the site to its pre-event condition.

3. The Applicant shall take all reasonable measures to protect public and private property, which may result from activities of the Temporary Use and maintain the Parking Lot(s) and surrounding environs in a neat and orderly fashion.

4. That set-up shall begin at 4:30 a.m. and equipment for the Pier to Pier Half Marathon shall be removed by 7:00 a.m.; that the parking Lot "A" and surrounding environs shall be cleaned by the Applicant of event trash and debris and returned to its pre-event condition no later than 2:00 p.m. Sunday September 11, 2016.

5. That Applicant shall provide all personnel and facilities deemed necessary by the City to stage the event and coordinate event planning through appropriate City Departments. Every effort shall be made to resolve problems prior to the event with the City's Deputy City Manager. In providing necessary personnel and facilities to stage the event, the Applicant may be required to pay the hourly rate for one (1) public safety officer during the event at the sole option of the City's Chief of Police.

6. That during the event, unused parking spaces in Parking Lot "A" shall be open and shared by the Applicant with the general public. The Applicant may arrange with City staff to cordon-off desired area(s) prior to the event.

7. The Parking Lot driveway aisles shall not be obstructed by the Applicant in non-event areas and remain passable for the public and emergency vehicles.

8. That no discharge of any kind shall occur onto surrounding surfaces by the Applicant or participants.

9. That due to potential sensitive resources located east of Parking Lots "B" and "C", Temporary Use participants shall not traverse or otherwise use the dunes areas or vacant land at back of dunes abutting east of Parking Lot "B" or down coast in Ormond Beach.

10. That the Applicant and participants at the SUP event shall comply with all applicable State, Federal, and local rules and regulations, government laws, and ordinances relating to the activity and all other ordinances and laws of the City, which among other things, prohibits disorderly conduct; point source noise outside of the Beach Park that exceeds the noise regulations set forth in the PHMC; undesignated vehicles on the beach or off the public right-of-way; public intoxication or consumption of alcoholic beverages, animals on the sandy beach; fires on the beach; and boisterous, threatening, or profane and indecent language.

11. That the Applicant and participants of the event hereby indemnifies and hold harmless the City, its officers, officials, employees and agents from and against all claims, suits, actions, arbitration proceedings, regulatory proceedings, administrative proceedings, damages, losses, costs and expenses of any kind, whether actual, alleged or threatened, actual attorney fees incurred by the City, court costs, interest, defense costs including expert witness fees, and any other costs or expenses arising out of the performance of the event described herein without restriction or limitation incurred in relation to, as a consequence of or arising out of or in any way attributable the performance of this event caused in whole or in part by any negligent act or omission of Applicant, its subcontractor, anyone directly or indirectly employed by any of them or anyone for whose acts any of them liable, except where caused by the active negligence, or willful misconduct of the City.

Indemnification insurance coverage will be provided by the Application as stipulated in the Standard Encroachment Permit Application for Special Events #16-02 and provided to the City prior to the event.

12. That any person participating at the Temporary use does so at his/her own risk without liability on the part of the City for injury, theft, or damage to persons or property resulting there from.

13. That Applicant shall pre-pay 104 parking spaces at \$4.00 (half the daily rate) and all other fees in the Standard Encroachment Permit Application for Special Events with the application.

14. That the Special Use Permit Fee for the event was paid with original permit in 2012, therefore no additional fee shall apply.

15. That Applicant, at its sole cost and expense, comply with all of the requirements of all federal, state, and local authorities now in force, or which may hereafter be in force, pertaining to the event and will faithfully observe in the use of SUP property all applicable laws. The judgment of any court of competent jurisdiction, or the admission of Applicant in any action or proceeding against Applicant, whether City be a party thereto or not, that Applicant has violated any such ordinance or statute in the use of SUP Property will be conclusive of that fact as between City and Applicant.

16. That violation of any or all of the conditions of this SUP will be considered a violation of the PHMC and constitute grounds for revocation of said Permit.

17. That this SUP is effective for a Pier to Pier Marathon including a Half Marathon event of similar dates, size, duration, and location for up to five (5) years commencing September 2016 ending September 2020, unless extended or reduced by a subsequent resolution. The City may cancel or modify this SUP including termination of the SUP permanently or for any remaining SUP term or for whatever SUP dates or duration deemed necessary and for any reason of the City. Prior to early termination or modification of the SUP, the City will provide a 30-calendar day written notice thereof to Vendurance Tribe.

### **Effective**

**B. BE IT FURTHER RESOLVED** that pursuant to Public Resources Code § 30510, the City Council of the City of Port Hueneme hereby reiterates its intent to implement the Local Coastal Program and amendments thereto in a manner fully consistent with the California Coastal Act; and

**C. BE IT FURTHER RESOLVED** that the approvals granted herein shall not become effective until all rights of appeal have been exhausted including appeal within 10 days following the date of receipt by the Coastal Commission of the City's Notice of Final Action on this matter pursuant to PHMC § 10356(D).

**D. BE IT FURTHER RESOLVED** that the City Council authorizes the City Manager, or designee, to make technical corrections, in a form approved by the City Attorney, to maps, diagrams, tables, and other, similar, documents (collectively, "Maps") that may be required to reconcile this Resolution, the Event, and correct clerical errors and authorizes beach pay parking not to be in effect during the hours of operation covered by this SUP pursuant to Municipal Code § 3293.

**E. BE IT FURTHER RESOLVED** that each and all of the findings and determinations in this Resolution are based on the competent and substantial evidence, both oral and written, contained in the entire record relating to the SUP. The findings and determinations constitute the independent findings and determinations of the City Council of the City of Port Hueneme in all respects and are fully and completely supported by substantial evidence in the record as a whole.

**F. BE IT FURTHER RESOLVED** that the City Council's analysis and evaluation of the Event is based on the best information currently available. It is inevitable that in evaluating an event that absolute and perfect knowledge of all possible aspects of the prospective Event will not exist. One of the major limitations on analysis of the Event is the lack of knowledge of future events. In all instances, best efforts were made to form accurate assumptions.

**G. BE IT FURTHER RESOLVED** that all summaries of information in the findings, which precede this section, are based on the substantial evidence in the record. The absence of any particular fact from any such summary is not an indication that a particular finding is not based in part on that fact.

**H. BE IT FINALLY RESOLVED** that the City's Deputy City Manager is hereby authorized to file all necessary documents with the California Coastal Commission and to provide such additional documents and information with appropriate governmental agencies as may be required to implement the Event.

**PASSED, APPROVED, AND ADOPTED** this 4<sup>th</sup> day of April, 2016.

---

**DOUGLAS A. BREEZE**  
**MAYOR**

**ATTEST:**

---

**JOHN BAKER**  
**INTERIM CITY CLERK**

**APPROVED AS TO FORM:**

**APPROVED AS TO CONTENT:**

---

**MARK D. HENSLEY**  
**CITY ATTORNEY**

---

**JOHN BAKER**  
**CITY MANAGER**



2175 Goodyear Avenue, Suite #105  
Ventura, CA 93003  
(805) 258-7018  
www.vendurance.com

February 23, 2016

RE: Pier 2 Pier Half Marathon Event Description

## **PIER 2 PIER HALF MARATHON EVENT DESCRIPTION**

The Pier 2 Pier Half Marathon will be offered as part of the Ventura Marathon on Sunday, September 11, 2016. About 5 event staff and 20 volunteers will begin setting up for the event at 4:30 a.m. Participants and drop-off shuttles will start arriving around 5:30 a.m. with the start of the race beginning at 6:30 a.m. Our equipment and materials for the Half Marathon will be completely broken down by 7:30 a.m.

The Pier 2 Pier Half Marathon is a point-to-point race, starting at the Port Hueneme Pier and ending at the Ventura Pier. The run will be limited to 500-600 people to reduce congestion on the course. The half marathon will be using the existing marathon course to keep equipment to a minimum. Additional equipment located in Parking Lot "A" will include: event pop-up tents for VIP packet pick up, a box truck for gear check, portable restrooms, and a PA system to make announcements (speakers will be faced towards the beach to reduce the impact on residents). Additional equipment located on Surfside Drive will include: an inflatable start arch, barricades to corral the runners, shuttles to get runners from Ventura to the Port Hueneme Pier, and a PA system to make announcements and play music, which will only be powered one half hour prior to the start of the race (speakers will also be faced towards the beach to reduce the impact on residents and will be used as a secondary sound system).

Revenue generating parking spaces will be kept open with the exception of a portion of Parking Lot "A". In addition to the special use permits, the Ventura Marathon will pay for the spaces that are being used for the event to assure that the City of Port Hueneme is still generating revenue. The Pier 2 Pier Half Marathon will offer great exposure for the City of Port Hueneme not only because of the additional amount of participants and spectators flocking to the area for the event, but also because of the marketing that occurs before and after the event that will showcase the City to our entire audience and everyone involved. The City is offered a half page advertisement in the Marathon brochure.

Thank you for your consideration.

Sincerely,

A handwritten signature in black ink, appearing to read "Michelle Libman".

Michelle Libman  
Race Director & Project Manager  
Vendurance Sports | [www.vendurance.com](http://www.vendurance.com)  
E-mail: [michelle@vendurance.com](mailto:michelle@vendurance.com) | Phone: (805) 218-1496



Inflatable Arch

START

2nd Speaker System

Shuttle Drop-Off Location

Race Course

Portable Restrooms

Gear Check Box Truck

1st Speaker System

Event Tents



**City of Port Hueneme**  
 Public Works Department  
 746 Industrial Avenue  
 Port Hueneme, CA 93041

General Information (Office): (805) 986-6507  
 General Information (Fax): (805) 986-6565

Inspection (Office): (805) 986-6585  
 Inspection (Cell): (805) 797-0095

## STANDARD ENCROACHMENT PERMIT APPLICATION FOR SPECIAL EVENTS

Event Name: Ventura Marathon (Pier-2-Pier)

Location of Event: Port Hueneme Section: Eastbound Channel Islands Blvd; Southbound Ventura Road; Surfside Drive;  
and Hueneme Beach Park Lot A

Description of Event: Marathon: Ventura pier to Hueneme Beach pier and back

Date of Event: September 11, 2016

The undersigned Applicant, hereinafter referred to as "Permittee," hereby requests permission to hold the special event described above within the City right-of-way.

By their signature(s) hereunder, the person(s) signing this Standard Encroachment Permit Application ("Permit") certify under penalty of perjury under the laws of the State of California and the United States of America that the necessary actions have been taken to bind the Permittee to the Terms and Conditions set forth herein. See reverse side for Terms and Conditions.

For Applicant: Josh Spiker \_\_\_\_\_  
 (Print Name) (Signature) (Date)

Applicant Name: Vendurance Tribe

Mailing Address: Attention: Josh Spiker  
201 Lang Street, Ventura, CA 93003

Office Phone: (805) 258-7018 Cell: (805) 258-6361 E-mail: josh@vendurance.com

Office Fax: None

Field Contact: Michelle Libman

Cell Phone: (805) 218-1496

Permit No. <u>16-001</u>	Expiration Date: <u>09-15-16</u>
Permit Authorized By: _____	
Permit Signoff: _____	

Fees and Deposits	
Permit Fee:	<u>1,258.00</u>
Plan Check Fee:	<u>337.00</u>
Property Use Fee:	<u>                    </u>
City Mailer:	<u>200.00</u>
Security Deposit:	<u>                    </u>
<b>Total:</b>	<b><u>\$1,795.00</u></b>

**STANDARD ENCROACHMENT PERMIT FOR SPECIAL EVENTS  
TERMS AND CONDITIONS**

1. Call the Inspector at least 24 hours prior to starting any work, covering up any of the work, and after work is complete. All lane closures must be scheduled in advance with the Inspector. Do not set up a lane closure without the Inspector's authorization.
2. All work shall be completed prior to expiration of this Permit. The City reserves the right to suspend or cancel this Permit without advance notice if the Permittee fails to comply with any of the Terms and Conditions of this Permit, or of any of the Special Conditions (if any) of this permit, or with any of the Inspector's directives. In the event of such suspension or revocation, the Permittee shall be held liable for all costs incurred by the City in securing and restoring the right-of-way.
3. Unless otherwise authorized by the Inspector, road closures and detours are prohibited, and there shall be no lane closures before 8:30 am or after 3:30 pm. Maintain one 12-foot wide travel lane at all times. Provide lane closures in accordance with approved traffic control plans, or if none, in accordance with the latest edition of the Work Area Traffic Control Handbook (WATCH) except that delineator spacing shall be 1/2 that shown in the WATCH. Unless otherwise authorized by the Inspector, all activities related to temporary traffic control shall be performed a California-licensed Class C31 – Construction Zone Traffic Control Contractor.
4. Inspect for compliance and maintain the work site as follows:
  - Inspect and remove daily: Remove graffiti from all materials, equipment, structures, and improvements including, without limitation, traffic control devices, project and other signage, construction facilities and equipment, temporary fencing, portable toilets, storage containers and refuse bins.
  - Inspect daily and comply with at all times: Place trash, rubbish, debris, and spoils materials in closed containers.
  - Inspect daily (including non-working days) and maintain at all times: Temporary fencing, and all traffic control devices for compliance with approved traffic control plans (or the WATCH Manual, as applicable), and temporary fencing.
5. **Remove all markings** to the satisfaction of the City within 5 working days of completion of activities, or upon Permit expiration or revocation, whichever occurs first. Restore all existing improvements to their pre-existing condition (and to the full satisfaction of the Inspector) within 15 working days of completion of activities at each location of work, or upon Permit expiration or revocation, whichever occurs first.
6. The Permittee agrees to indemnify and hold harmless the City of Port Hueneme, its officers, agents and employees, and each of them, (Indemnitees) from and against any and all claims, demands, causes of action, damages, costs, expenses, actual attorneys' fees, judgments, penalties, fees, losses, and liabilities of every kind and nature whatsoever (Claims) arising out of or in connection with the issuance and/or use of this Permit for: 1) bodily injury and/or death to persons including, without limitation, the Permittee and those persons under its control or direction or acting on the Permittee's behalf, the Indemnitees, and the public; and 2) damage to the property of anyone. To the fullest extent allowed by law, the indemnification provisions above shall apply regardless of the existence or degree of fault of the Indemnitees. As respects temporary traffic control, the above indemnification shall apply regardless whether the City's review of traffic control plans results in errors or omissions, and regardless of any City-directed changes to approved traffic control plans that may be made during the prosecution of work; provided, however, that said indemnification shall not apply where all of the following have been satisfied: such direction or changes are carried out over the written objections of the Permittee, said written objections include a statement that the direction given is potentially dangerous or defective, and said written objections include a detailed justification therefor and alternative design thereof.
7. **Liquidated Damages.** The Permittee agrees that failure to fully comply (at the City's sole determination) with each of the Terms and Conditions (and Special Conditions, if any) of this Permit will result in damages being sustained by the City. The Permittee agrees that such damages are, and will continue to be, impracticable and extremely difficult to determine, and agrees to pay the City the sum of \$500 for each violation, at each location, and for every consecutive calendar day of violation. The Permittee agrees that \$500 per violation per location per day is the minimum value of the cost and actual damage caused by noncompliance, that such sum is a liquidated damage and shall not be construed as a penalty, and that such sum may be deducted from any security deposit paid under this Permit.

The Permittee agrees that the above liquidated damages remedy shall not be the exclusive remedy available to the City, as the City reserves all legal and equitable rights it has in the event the Permittee fails to perform any of its obligations set forth herein. The Permittee further agrees if it fails to comply with any of the Terms and Conditions herein or with any of the Special Conditions (if any) of this Permit, or if the City determines that a health and safety situation exists requiring immediate attention, that the City may elect to perform any and all corrective actions it may deem necessary without notice, that all costs thereof shall be borne by the Permittee, and that such costs may be deducted from any security deposit paid under this Permit.

- Work shall be done in accordance with plans prepared by the Permittee, or by those acting on the Permittee's behalf.
- Work shall conform to the attached Special Conditions. In case of conflict between the Special Conditions and these Terms and Conditions, the Special Conditions shall govern.

**SPECIAL CONDITIONS**

1. "Officer" services called out on the traffic control plans shall be provided by the City of Oxnard Police Department, unless otherwise approved by the City. The Applicant is responsible for securing and paying for these services.
2. Prior to the event, the Applicant under this Permit shall secure and maintain for the duration of this Permit, the insurance called for below.

A. General Requirements

- Policies shall be issued by responsible insurance carriers admitted to transact insurance in California as set forth in the California Insurance Code and as evidenced by the insurer's possession of a valid Certificate of Authority issued by the California Department of Insurance.

B. Coverage shall be at least as broad as:

- Insurance Services Office Commercial General Liability coverage (occurrence form CG 00 01); and
- Workers' Compensation insurance as required by the State of California and Employer's Liability Insurance.

C. Insurance Limits

Coverage and minimum liability limits shall be as follows:

- Commercial General Liability (Occurrence Basis)

General Aggregate	\$ 2,000,000
Bodily Injury	\$ 1,000,000
Aggregate Products/Completed Operations	\$ 1,000,000
Property Damage	\$ 1,000,000
  
- Automobile Liability – Any Auto (Code 1)

Combined Single Limit	\$ 1,000,000
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- Worker's Compensation and Employers Liability

Statutory Coverage Requirements	
Bodily Injury per Accident per Employee	\$1,000,000
Bodily Injury per Disease per Employee	\$1,000,000
Policy Limit by Disease	\$1,000,000

D. Certificates of Insurance

- The Certificate Holder shall be:  
Attn: Public Works Department  
City of Port Hueneme  
250 N. Ventura Road  
Port Hueneme, CA 93041
- Certificates of Insurance shall reflect that should policies be cancelled before the expiration date of the policy, notice will be delivered in accordance with the policy provisions.

E. General Liability Insurance Endorsements

- The policy number shall appear on all endorsements.  
  
The City prefers that endorsements be written on form CG 20 10 11 85 or 88. Endorsements may be written on form CG 20 10 10 01 or on form CG 20 33 10 01 or on another specific insurance company form acceptable to the City, provided that they are accompanied by a form CG 20 37 10 01. Policies that include endorsement forms CG 22 94 10 01 and/or CG 22 95 10 01 are not satisfactory to the City and will not be accepted.

- The following General Liability Insurance endorsements shall be provided:

Additional Insureds:      Person(s) or Organization:      The City of Port Hueneme, its officers, agents and employees  
    Description of Operations:      All operations by, or on behalf of the Named Insured, as respects work performed under EP No. 16-001  
    *(Note: Coverage shall contain no special limitations on the scope of protection afforded to the Additional Insureds.)*

Primary Insurance:      Such insurance afforded by this policy for the benefit of the Additional Insureds shall be primary as respects each of the Additional Insureds, or if excess/umbrella, shall stand in an unbroken chain of coverage excess of the Named Insured's underlying primary coverage. In either event, insurance or self-insurance maintained by each of the Additional Insureds shall be in excess of the insurance afforded by this policy and shall not be called upon to contribute with it.

F. Automobile Liability Insurance Endorsements

- The policy number shall appear on all endorsements.
- Endorsements may be written on form CA 99 09 08 95, form CA 00 01 01 87, form CA 00 01 06 92 or other specific insurance company form acceptable to the City.
- The following Automobile Liability endorsements shall be provided:

Additional Insureds:      Person(s) or Organization:      The City of Port Hueneme, its officers, agents and employees.  
    Description of Operations:      Conduct of the Additional Insureds or that may be imputed to the Additional Insureds, as respects automobiles owned, leased, hired or borrowed by or on behalf of the Named Insured.  
    *(Note: Coverage shall contain no special limitations on the scope of protection afforded to the Additional Insureds.)*

Primary Insurance:      Such insurance afforded by this policy for the benefit of the Additional Insureds shall be primary as respects each of the Additional Insureds, or if excess/umbrella, shall stand in an unbroken chain of coverage excess of the Named Insured's underlying primary coverage. In either event, insurance or self-insurance maintained by each of the Additional Insureds shall be in excess of the insurance afforded by this policy and shall not be called upon to contribute with it.

G. Workers' Compensation Insurance Endorsement

- The policy number shall appear on all endorsements.
- Endorsements may be written on an industry standard form or other specific insurance company form acceptable to the City. Certificates of Insurance issued by the State Compensation Insurance Fund must have State Fund Endorsements 2065 and 2570 on them.
- The following Workers' Compensation Insurance endorsements shall be provided:

Schedule:                      Person(s) or Organization:      The City of Port Hueneme, its officers, agents and employees.  
    Description of Operations:      All operations by, or on behalf of the Named Insured, as respects work performed under EP No. 16-001

Waiver of Subrogation:      We waive any right of recovery we may have against the person(s) or organization named in the Schedule because of any payments we make for injury or damage arising out of operations by, or on behalf of the Named Insured, as respects work performed under EP No. 16-001.



# CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)  
8/27/2015

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

**IMPORTANT:** If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER <b>STAR Insurance - Fort Wayne Office</b> 2130 East Dupont Road  Fort Wayne IN 46825	CONTACT NAME: <b>Margaret M. Mayers</b>	
	PHONE (A/C No, Ext): <b>(260) 467-5689</b>	FAX (A/C No): <b>(260) 467-5691</b>
	E-MAIL ADDRESS: <b>margaret.mayers@starfinancial.com</b>	
	INSURER(S) AFFORDING COVERAGE	NAIC #
	INSURER A <b>National Casualty Company</b>	<b>11991</b>
	INSURER B <b>Nationwide Life Insurance Co.</b>	<b>66869</b>
	INSURER C:	
	INSURER D:	
	INSURER E:	
	INSURER F:	

COVERAGES CERTIFICATE NUMBER: 2015 \$2M A.I. REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL SUBR INSD WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY		KRO0000004913300	12/31/2014 12:01 AM	12/31/2015 12:01 AM	EACH OCCURRENCE \$ 2,000,000
	<input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR					DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 500,000
	<input checked="" type="checkbox"/> Legal Liability to Participant \$2,000,000					MED EXP (Any one person) \$ 5,000
	GEN'L AGGREGATE LIMIT APPLIES PER:					PERSONAL & ADV INJURY \$ 2,000,000
	<input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC		Abuse & Molestation			GENERAL AGGREGATE \$ Unlimited
	OTHER:		Aggregate \$5,000,000			PRODUCTS - COMP/OP AGG \$ 2,000,000
						Abuse and Molestation \$ 500,000
A	<input checked="" type="checkbox"/> AUTOMOBILE LIABILITY		KRO0000004913300	12/31/2014 12:01 AM	12/31/2015 12:01 AM	COMBINED SINGLE LIMIT (Ea accident) \$ 2,000,000
	<input type="checkbox"/> ANY AUTO ALL OWNED AUTOS <input checked="" type="checkbox"/> HIRED AUTOS	<input type="checkbox"/> SCHEDULED AUTOS <input checked="" type="checkbox"/> NON-OWNED AUTOS				
						BODILY INJURY (Per accident) \$
						PROPERTY DAMAGE (Per accident) \$
						\$
	<input type="checkbox"/> UMBRELLA LIAB <input type="checkbox"/> EXCESS LIAB	<input type="checkbox"/> OCCUR <input type="checkbox"/> CLAIMS-MADE				EACH OCCURRENCE \$
	DED RETENTION \$					AGGREGATE \$
	<input type="checkbox"/> WORKERS COMPENSATION AND EMPLOYERS' LIABILITY	<input type="checkbox"/> Y / <input type="checkbox"/> N				\$
	ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH)	<input type="checkbox"/> N / A				E.L. EACH ACCIDENT \$
	If yes, describe under DESCRIPTION OF OPERATIONS below					E.L. DISEASE - EA EMPLOYEE \$
						E.L. DISEASE - POLICY LIMIT \$
B	<input checked="" type="checkbox"/> Excess Medical & Accident (\$250 Deductible/Claim)		SPX0000026656100	12/31/2014 12:01 AM	12/31/2015 12:01 AM	Excess Medical \$10,000 AD & Specific Loss \$2,500

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

City of Port Hueneme, its officers, agents and employees are NAMED AS AN ADDITIONAL INSURED AS RESPECTS THEIR INTEREST IN THE OPERATIONS OF THE NAMED INSURED. DATE OF EVENT(S): 09/13/15 Ventura Marathon  
INSURED RRCA CLUB/EVENT MEMBER: Vendurance Tribe, Att'n: Josh Spiker, 201 Lang Street, Ventura, CA 93003

CERTIFICATE HOLDER	CANCELLATION
09/13/15 City of Port Hueneme Attached: CG2010, CG2404 & KRGL79 250 N. Ventura Road Port Hueneme, CA 93041	SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.
	AUTHORIZED REPRESENTATIVE
	John Lefever/LIO

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ATTACHED TO AND FORMING A PART OF POLICY NUMBER	ENDORSEMENT EFFECTIVE DATE (12:01 A.M. STANDARD TIME)	NAMED INSURED	AGENT NO.
KRO0000004913300	12/31/14	ROAD RUNNERS CLUB OF AMERICA	

THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.

**POLICY CONDITIONS**

This endorsement modifies insurance provided under the following:

**COMMERCIAL GENERAL LIABILITY COVERAGE PART**

The **Other Insurance** condition of this Coverage Part is replaced by the provision marked below with an "X" in the box:

**Other Insurance**

- If other valid and collectible insurance with any other insurer including any formal self-insured retention programs is available to you covering a loss also covered by this Coverage Part, other than insurance that is in excess of the insurance afforded by this Coverage Part, the insurance afforded by this Coverage Part shall be in excess of and shall not contribute with such other insurance. Nothing herein shall be construed to make this insurance subject to the terms, conditions and limitations of other insurance.
- Coverage afforded under this Coverage Part is primary insurance and Other Insurance shall not apply as respects

As requested by contract for owners/lessors of premises only.  
as additional insureds.

The **Cancellation** condition of this Coverage Part is amended by the addition of the following if an "X" is in the box:

- Cancellation

The following is added: It is a condition of the Policy by this Endorsement that the Policy will not be cancelled without 30 days' prior written notice to:

\*SEE BELOW and further, that the person(s) named above are not liable for the payment of any premiums or assessments on this Policy.

\*ANY ENTITY ON FILE WITH THE COMPANY THAT REQUIRES PRIOR NOTICE THROUGH WRITTEN CONTRACT PERMIT OR AGREEMENT.

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_



\_\_\_\_\_  
AUTHORIZED REPRESENTATIVE

\_\_\_\_\_  
DATE

THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.

**ADDITIONAL INSURED – OWNERS, LESSEES OR  
CONTRACTORS – SCHEDULED PERSON OR ORGANIZATION**

This endorsement modifies insurance provided under the following:

COMMERCIAL GENERAL LIABILITY COVERAGE PART

**SCHEDULE**

Name Of Additional Insured Person(s) Or Organization(s):	Location(s) Of Covered Operations
<p>CITY OF PORT HUENEME, ITS OFFICERS, AGENTS AND EMPLOYEES</p> <p>Club: Vendurance Tribe Event: Ventura Marathon Date: 09/13/15</p>	
<p>Information required to complete this Schedule, if not shown above, will be shown in the Declarations.</p>	

**A. Section II – Who Is An Insured** is amended to include as an additional insured the person(s) or organization(s) shown in the Schedule, but only with respect to liability for "bodily injury", "property damage" or "personal and advertising injury" caused, in whole or in part, by:

1. Your acts or omissions; or
2. The acts or omissions of those acting on your behalf;

in the performance of your ongoing operations for the additional insured(s) at the location(s) designated above.

**B.** With respect to the insurance afforded to these additional insureds, the following additional exclusions apply:

This insurance does not apply to "bodily injury" or "property damage" occurring after:

1. All work, including materials, parts or equipment furnished in connection with such work, on the project (other than service, maintenance or repairs) to be performed by or on behalf of the additional insured(s) at the location of the covered operations has been completed; or
2. That portion of "your work" out of which the injury or damage arises has been put to its intended use by any person or organization other than another contractor or subcontractor engaged in performing operations for a principal as a part of the same project.

THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.

**WAIVER OF TRANSFER OF RIGHTS OF RECOVERY  
AGAINST OTHERS TO US**

This endorsement modifies insurance provided under the following:

COMMERCIAL GENERAL LIABILITY COVERAGE PART  
PRODUCTS/COMPLETED OPERATIONS LIABILITY COVERAGE PART

**SCHEDULE**

**Name Of Person Or Organization:**

CITY OF PORT HUENEME, ITS OFFICERS, AGENTS AND EMPLOYEES

Club: Vendurance Tribe  
Event: Ventura Marathon  
Date: 09/13/15

Information required to complete this Schedule, if not shown above, will be shown in the Declarations.

The following is added to Paragraph **8. Transfer Of Rights Of Recovery Against Others To Us** of **Section IV – Conditions**:

We waive any right of recovery we may have against the person or organization shown in the Schedule above because of payments we make for injury or damage arising out of your ongoing operations or "your work" done under a contract with that person or organization and included in the "products-completed operations hazard". This waiver applies only to the person or organization shown in the Schedule above.



# City of Port Hueneme

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March 23, 2016

Vendurance Tribe  
Attn: Josh Spiker  
201 Lang St.  
Ventura, CA 93003

**SUBJECT: SPECIAL USE PERMIT NO. 02-16  
Pier to Pier Full/Half Marathon - Sunday September 11, 2016**

Pursuant to your request for to use portions of Surfside Drive and Parking Lot "A" for the start of the Pier to Pier half Marathon on the subject date; said request is hereby approved as a "Temporary Use" by operation of Municipal Code Section 10355 (A)(2) subject to the following conditions:

1. That approval granted herein is given to Vendurance Tribe ("Applicant") for the Temporary Use and location(s) as described in the attached notice dated March 23, 2016; provided, further, that the event is approved for September 11, 2016 and be limited to Hueneme Beach Parking Lot "A" and a portion of Surfside Drive and require temporary closure through noon of the day of the event for portable restrooms, event tents, gear check box truck and a speaker system.
2. That Michelle Libman (805) 218-1496 is hereby deemed to be the authorized representative for the Applicant who shall be available at all times while the event is in progress. If in the opinion of the City the event poses a threat to the public health, safety or welfare, or violates any of the conditions herein or other City Municipal Codes, the City may give orders to said representative or her designee and return the site to its pre-event condition.
3. The Applicant shall take all reasonable measures to protect public and private property, which may result from activities of the Temporary Use and maintain the Parking Lot(s) and surrounding environs in a neat and orderly fashion.
4. That set-up shall begin at 4:30 a.m. and equipment for the Pier to Pier Half Marathon shall be removed by 7:00 a.m.; that the parking Lot "A" and surrounding environs shall be cleaned by the Applicant of event trash and debris and returned to its pre-event condition no later than 2:00 p.m. Sunday September 11, 2016.

5. That Applicant shall provide all personnel and facilities deemed necessary by the City to stage the event and coordinate event planning through appropriate City Departments. Every effort shall be made to resolve problems prior to the event with the City's Deputy City Manager. In providing necessary personnel and facilities to stage the event, the Applicant may be required to pay the hourly rate for one (1) public safety officer during the event at the sole option of the City's Chief of Police.

6. That during the event, unused parking spaces in Parking Lot "A" shall be open and shared by the Applicant with the general public. The Applicant may arrange with City staff to cordon-off desired area(s) prior to the event.

7. The Parking Lot driveway aisles shall not be obstructed by the Applicant in non-event areas and remain passable for the public and emergency vehicles.

8. That no discharge of any kind shall occur onto surrounding surfaces by the Applicant or participants.

9. That due to potential sensitive resources located east of Parking Lots "B" and "C", Temporary Use participants shall not traverse or otherwise use the dunes areas or vacant land at back of dunes abutting east of Parking Lot "B" or down coast in Ormond Beach.

10. That the Applicant and participants at the SUP event shall comply with all applicable State, Federal, and local rules and regulations, government laws, and ordinances relating to the activity and all other ordinances and laws of the City, which among other things, prohibits disorderly conduct; point source noise outside of the Beach Park that exceeds the noise regulations set forth in the PHMC; undesignated vehicles on the beach or off the public right-of-way; public intoxication or consumption of alcoholic beverages, animals on the sandy beach; fires on the beach; and boisterous, threatening, or profane and indecent language

11. By signature below, Applicant and participants of the event hereby indemnifies and hold harmless the City, its officers, officials, employees and agents from and against all claims, suits, actions, arbitration proceedings, regulatory proceedings, administrative proceedings, damages, losses, costs and expenses of any kind, whether actual, alleged or threatened, actual attorney fees incurred by the City, court costs, interest, defense costs including expert witness fees, and any other costs or expenses arising out of the performance of the event described herein without restriction or limitation incurred in relation to, as a consequence of or arising out of or in any way attributable the performance of this event caused in whole or in part by any negligent act or omission of Applicant, its subcontractor, anyone directly or indirectly employed by any of them or anyone for whose acts any of them liable, except where caused by the active negligence, or willful misconduct of the City.

Indemnification insurance coverage will be provided by the Application as stipulated in the Standard Encroachment Permit Application for Special Events #16-001 and provided to the City prior to the event.

12. That any person participating at the Temporary use does so at his/her own risk without liability on the part of the City for injury, theft, or damage to persons or property resulting there from.

13. That Applicant shall pre-pay 104 parking spaces at \$4.00 (half the daily rate) and all other fees in the Standard Encroachment Permit Application for Special Events with the application.

14. That the Special Use Permit Fee for the event was paid with original permit in 2012, therefore no additional fee shall apply.

15. That Applicant, at its sole cost and expense, comply with all of the requirements of all federal, state, and local authorities now in force, or which may hereafter be in force, pertaining to the event and will faithfully observe in the use of SUP property all applicable laws. The judgment of any court of competent jurisdiction, or the admission of Applicant in any action or proceeding against Applicant, whether City be a party thereto or not, that Applicant has violated any such ordinance or statute in the use of SUP Property will be conclusive of that fact as between City and Applicant.

16. That violation of any or all of the conditions of this SUP will be considered a violation of the PHMC and constitute grounds for revocation of said Permit.

17. That this SUP is effective for a Pier to Pier Marathon including a Half Marathon event of similar dates, size, duration, and location for up to five (5) years commencing September 2016 ending September 2020, unless extended or reduced by a subsequent resolution. The City may cancel or modify this SUP including termination of the SUP permanently or for any remaining SUP term or for whatever SUP dates or duration deemed necessary and for any reason of the City. Prior to early termination or modification of the SUP, the City will provide a 30-calendar day written notice thereof to Vendurance Tribe

Assuming these conditions are acceptable, please so indicate by signing on the space provided below and returning to the City within 30 days from the date of the event. Failure to do so invalidates your application as complete.

Should you have any questions on this matter, please feel free to call Ms. Carmen Nichols, at (805) 986-6501.

Sincerely,



Carmen Nichols  
Deputy City Manager

For and in consideration of Special Use Permit No. 02-16, I/we accept and understand the above conditions:

\_\_\_\_\_  
Josh Spiker

\_\_\_\_\_  
Date

Telephone Number: (805) 258-7018

c: Parking Enforcement, Police Department, Public Works, Recreation & Community Services, Utility Services

**NOTICE OF PUBLIC HEARING BY THE CITY COUNCIL OF THE CITY OF PORT  
HUENEME TO CONSIDER APPROVING TEMPORARY SPECIAL USE  
BY THE DIRECTOR OF COMMUNITY DEVELOPMENT OF  
THE CITY OF PORT HUENEME**

NOTICE IS HEREBY GIVEN that a temporary Special Use Permit No. 02-16 is proposed to be issued by the City of Port Hueneme that would allow use of portions of Surfside Drive for the start of the Pier to Pier Half Marathon on **Sunday September 11, 2016**, for the Ventura Marathon. It would also allow temporary use of designated parking spaces near the Ventura Road entry of Hueneme Beach Parking Lot "A" and require temporary closure through noon of the day of the event for portable restrooms, event tents, gear check box truck and a speaker system. The run will be limited to 500-600 participants. An inflatable arch will serve as the starting point along Surfside Drive and a PA system will be used to make announcements (speakers turned towards the beach to reduce the impacts on residents). The shuttle drop-off area will be along Surfside Drive near Parking Lot "A". Set-up will begin at 4:30 AM, participants and drop-off shuttles would start arriving at 5:30 AM with the start of the race beginning at 6:30 AM.

SAID PUBLIC HEARING will be held on April 4, 2016 at 6:30 p.m., in the City Council Chamber, 250 North Ventura Road, Port Hueneme, at which time any person is privileged to attend & to be heard on this matter.

ENVIRONMENTAL REVIEW: The proposed SUP is deemed exempt from review under the California Environmental Quality Act (California Public Resources Code §§21000, et seq., "CEQA") and CEQA regulations (14 California Code of Regulation 15000, et seq.) because it establishes rules and procedures to permit operation of existing facilities; minor temporary use of land; ensure maintenance, restoration and protection of the environment; and regulate normal operations of facilities for public gatherings. The SUP is therefore categorically exempt from further CEQA review under California Code of Regulations Title §§15301, 15304(e) 15308, and 15323. A copy of the Exemption is available for review at the Port Hueneme Department of Community Development, 250 North Ventura Road, Port Hueneme, California 93041.

ADDITIONAL INFORMATION on this project may be obtained by contacting the Department of Community Development, City of Port Hueneme, 250 North Ventura Road, California 93041 telephone (805) 986-6500.

Be advised, if you challenge the actions taken on the project described in this Notice in court, you may be limited to raising only those issues you or someone else raised at the public hearing described in this Notice, or in written correspondence delivered to the Department of Community Development of the City of Port Hueneme at, or prior to, the public hearing.

SAID PUBLIC HEARING involves property situated within the Coastal Zone of the State of California wherein the Coastal Commission retains appeals jurisdiction. As a result, subsequent approval may be required from this Agency. Questions regarding the Local Coastal Program process, including Coastal Commission appeal procedures, should be directed to the South Central Coast Area Office of the California Coastal Commission located at, 89 South California Street, #200, San Buenaventura (Ventura), California 93001, telephone (805) 585-1800.

In compliance with the Americans with Disabilities Act, if you need special assistance to participate at this meeting, please contact the office of the City Clerk, at (805) 986-6501, or the California TDD Relay Service Notification at least 48 hours prior to the meeting will enable the City to make reasonable arrangements to allow participation.

The City welcomes any written comments regarding this project.

s/Carmen Nichols  
Deputy City Manager



# City of Port Hueneme

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## COUNCIL AGENDA STAFF REPORT

**TO:** City Council

**FROM:** Chris Theisen, Public Works Director

**SUBJECT:** RESOLUTION APPROVING THE CITY'S NATIONAL POLLUTANT DISCHARGE ELIMINATION SYSTEM STORMWATER MANAGEMENT PROGRAM FOR INCLUSION INTO THE BENEFIT ASSESSMENT PROGRAM OF THE VENTURA COUNTY WATERSHED PROTECTION DISTRICT

**DATE:** April 4, 2016

### **RECOMMENDATION:**

It is recommended the City Council, at the close of the public hearing, adopt the attached Resolution approving the City's National Pollutant Discharge Elimination System (NPDES) Stormwater Management Program for inclusion into the Benefit Assessment Program of the Ventura County Watershed Protection District (VCWPD).

### **BACKGROUND/ANALYSIS:**

In 1987, the Federal Clean Water Act was amended to require the Federal Environmental Protection Agency (EPA) to promulgate regulations for stormwater discharges. The regulatory agency document used to regulate these discharges is known as an NPDES permit.

In April 1992, the City Council approved an Implementation Agreement with the VCWPD, County of Ventura, and the other cities in Ventura County to consolidate stormwater management costs countywide. Thereafter, the Ventura Countywide Stormwater Quality Management Program was formed. In September 2010, the City Council approved an updated Implementation Agreement. Under this Agreement, VCWPD collects funding on behalf of the City through the Benefit Assessment Program to assist in implementing the NPDES permit activities.

## **NPDES STORMWATER MANAGEMENT PROGRAM RESOLUTION**

**April 4, 2016**

**Page 2**

The funds collected are based on the estimated total BAU's of the City. For comparison purposes, a BAU is equivalent to a single-family residence on a standard lot. Staff's recommendation is consistent with action taken by Council each year since 1993.

A Notice of Public Hearing for this meeting was published on March 18th and March 25th.

### **FISCAL IMPACT:**

Participation in the VCWPD Benefit Assessment Program results in Benefit Assessment Funding to the City of \$3.00 per Basic Assessment Unit (BAU). The fiscal effect of the action, if taken as recommended, is estimated revenue of \$14,900 for FY 2016-17. To continue to receive the Benefit Assessment funding, each year the City must request its inclusion into the VCWPD's Benefit Assessment program. Council has requested inclusion into the program and funding has been received from the assessment since 1993.

### **Attachment:**

- BAU Equivalency Chart

RESOLUTION NO. \_\_\_\_\_

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF  
PORT HUENEME, CALIFORNIA DETERMINING AN  
ASSESSMENT FOR THE CITY'S NATIONAL POLLUTANT  
DISCHARGE ELIMINATION SYSTEM - STORMWATER  
MANAGEMENT PROGRAM TO BE RECOMMENDED FOR  
INCLUSION INTO THE BENEFIT ASSESSMENT PROGRAM  
OF THE VENTURA COUNTY WATERSHED PROTECTION  
DISTRICT**

**WHEREAS**, Congress in 1987 amended Section 402 of the Federal Clean Water Act (33 U.S.C.A. 1342 {p}) to require the Federal Environmental Protection Agency (EPA) to promulgate regulations for the discharge of storm waters into waters of the United States from municipal storm drains; and

**WHEREAS**, the permit regulations require the control of pollutants from storm water discharges by requiring a National Pollutant Discharge Elimination System (NPDES) permit for the discharge of storm waters into waters of the United States from municipal storm drains; and

**WHEREAS**, on September 6, 2010 the City Council approved a new Implementation Agreement replacing the prior Agreement approved by City Council on April 15, 1992; and

**WHEREAS**, the purpose of the Implementation Agreement with nine other cities, Ventura County, and the Ventura County Watershed Protection District is to develop an integrated Storm Water Discharge Management Program with the objective of improving water quality in the watersheds of Ventura County; and

**WHEREAS**, the Ventura County Watershed Protection District's Benefit Assessment Program was identified as a funding source for the City's NPDES process; and

**WHEREAS**, the estimated cost to coordinate and comply with the NPDES Program in the City for FY 2016-17 is \$14,900. The assessment rates will be \$3.00 per Basic Assessment Unit (BAU); and

**WHEREAS**, a BAU is a benchmark established to relate any one parcel to all others;

**NOW, THEREFORE, BE IT RESOLVED THAT**, the City Council of the City of Port Hueneme hereby determines that an estimated \$14,900 shall be the budget for the City's portion of the NPDES process and recommends to the Ventura County Watershed Protection District this amount for inclusion into the Benefit Assessment Program of the Ventura County Watershed Protection District for the City of Port Hueneme.

**PASSED, APPROVED, AND ADOPTED** this 4th day of April, 2016.

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**DOUGLAS A. BREEZE**  
**MAYOR**

**ATTEST:**

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**JOHN BAKER**  
**INTERIM CITY CLERK**

**APPROVED AS TO FORM:**

**APPROVED AS TO CONTENT:**

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**MARK D. HENSLEY**  
**CITY ATTORNEY**

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**JOHN BAKER**  
**INTERIM CITY MANAGER**

## Basic Assessment Unit (BAU) Equivalency Chart

Some forms of land use may increase storm runoff at a greater rate than others. For instance, storm flows from a shopping center with a large percentage of impervious surface will have greater runoff amounts than an equally sized area that is largely grass and/or landscaped, such as a golf course. The proportional difference in runoff is the basis for computing existing benefit assessment fees.

In order to establish the “proportionate” storm water runoff on any one parcel of land in relation to total runoff; it is necessary to establish a benchmark to relate that one parcel to all others. The benchmark is called the Basic Assessment Unit (BAU).

The existing benefit assessment program uses a single family dwelling on .2 acres of land with an imperviousness of .40 as the BAU. A single-family dwelling (sfd) represents a reasonable middle ground of all potential land uses, as well as the most numerous type of use. The BAU is expressed numerically as follows:

$$\begin{aligned} 1\text{BAU} &= \text{sfd site area} \times \text{sfd site imperviousness, or} \\ 1\text{BAU} &= .2 \text{ acres} \times .40 \text{ imperviousness, or} \\ 1\text{BAU} &= .08 \end{aligned}$$

Multiplying one acre by the site imperviousness and dividing that by one BAU determines the number of BAU per acre assigned to a parcel. Site imperviousness is a number that has been calculated by flood control staff using standard hydrological principles.

$$\begin{aligned} \text{Example: } 1 \text{ acre of residential} &= \frac{1 \text{ acre} \times .40 \text{ imperviousness}}{1\text{BAU} (.08)} \\ &= \frac{.40}{.08} = 5 \text{ BAU per acre} \end{aligned}$$

That would then be used to calculate the total BAU assigned to an individual property. For instance, if a parcel is 7,000 square feet, that would need to be converted to acres by dividing 7,000 by 43,560 (square feet in an acre). That calculates to .16 acres. The .16 acres is then multiplied by 5 (the number of BAU per acre for residential parcels) to determine the total BAU for the property. In this case that calculates to .8 BAU for the property.

There are seven formulas for calculating total BAU for parcels that have a single use. Those formulas are:

A – Condominiums

Total BAU = 9 BAU per acre X parcel size in acres

B – Rest Homes, Churches, Schools

Total BAU = 7.5 BAU per acre X parcel size in acres

C – Residential

Total BAU = 5 BAU per acre X parcel size in acres

D – Commercial/Industrial

Total BAU = 11 BAU per acre X parcel size in acres

E – Golf Course, Greenbelts

Total BAU = 2.5 BAU per acre X parcel size in acres

F – Vacant Land, Mining, Oil Wells

Total BAU = .125 BAU per acre X parcel size in acres

G – Agriculture

Total BAU = .2375 BAU per acre X parcel size in acres

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

**MARCH 7, 2016**

**MINUTES**

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

**PRESENT:** Council Members Tom Figg, Sylvia Muñoz Schnopp; Mayor Pro Tem Jonathan Sharkey; Mayor Douglas A. Breeze.

**ABSENT:** Council Member Jim Hensley.

Staff members present were: John Baker, Interim City Manager/City Clerk; Karl H. Berger, Deputy City Attorney; Carmen Nichols, Deputy City Manager (also serving as Deputy City Clerk); Robert Albertson, Interim Chief of Police.

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

Respectfully submitted,

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John Baker  
Interim City Clerk

**APPROVED:**

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**MAYOR BREEZE**

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

**MARCH 7, 2016**

**MINUTES**

The Regular Meeting of the Port Hueneme City Council was called to order by Mayor Breeze at 6:31 p.m. in the City Council Chamber at City Hall, 250 North Ventura Road, Port Hueneme, California. After the flag salute, Council Member Figg gave the Inspiration. The Deputy City Clerk called the roll:

PRESENT: Council Members Tom Figg, Jim Hensley Sylvia Muñoz Schnopp; Mayor Pro Tem Jonathan Sharkey; Mayor Douglas A. Breeze.

ABSENT: None.

Staff members present were: John Baker, Interim City Manager/City Clerk; Karl H. Berger, Deputy City Attorney; Carmen Nichols, Deputy City Manager (also serving as Deputy City Clerk); Robert Albertson, Interim Chief of Police; Alvin Burrell, Interim Finance Director; Chris Theisen, Public Works Director.

**AGENDA:**

The Council Members had previously received copies of the Agenda.

Council Member Hensley requested Consent Items E and F be pulled for discussion.

Council Member Hensley, seconded by Mayor Pro Tem Sharkey, moved to approve the Agenda as amended. Motion carried unanimously.

**PRESENTATION:**

- A. PROCLAMATION HONORING ERIK CORTEZ FOR HIS ASSISTANCE IN A WATER RESCUE AT HUENEME BEACH  
Action: Present proclamation.

Mayor Breeze made some remarks and presented a proclamation to Mr. Cortez, and also introduced Emily Reyes, one of the people saved during the water rescue. Mr. Cortez made some remarks. Other Council Members commended Mr. Cortez.

- B. CERTIFICATES RECOGNIZING PORT HUENEME CITY EMPLOYEE OF THE YEAR AND POLICE OFFICER OF THE YEAR  
Action: Present certificates to City Employee of the Year Peter Alcantar and Police Officer of the Year Christopher Gunter.

**03/07/2016**

Mayor Breeze presented certificates to Mr. Alcantar and Officer Gunter, who both made some remarks and were further congratulated by the other Council Members.

**C. SAND REPLENISHMENT PROJECT UPDATE**

Action: Presentation by Channel Islands Harbor Director Lyn Kreiger.

Ms. Kreiger gave a presentation. Discussion ensued among the Council and Ms. Kreiger.

**OPEN FORUM:**

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

1. Barbara Carlson, Port Hueneme  
Presented a petition signed by Hueneme Bay residents seeking a traffic signal at Channel Islands Boulevard and Lido Boulevard, and other traffic-related requests in that area.
2. David Maron, Vice Chair of Ventura County Civic Alliance  
Presented the VCCA's Annual Report and pointed out some of its highlights. Discussion ensued among the Council and Mr. Maron.
3. Steven Gama, Port Hueneme  
Spoke on behalf of his employer regarding a recent letter from the City requesting payment for business license. Discussion ensued among Council, staff, and Mr. Gama. He also spoke on the Council's Inspiration comments, and promoting the beach as an economic resource.
4. Elizabeth Nevers, Port Hueneme  
Spoke in support of the Hueneme Bay petition for a traffic signal at Channel Islands Boulevard and Lido Boulevard. Discussion ensued among the Council.

**CONSENT AGENDA:**

- A. APPROVAL OF MINUTES  
Action: It is recommended the City Council approve the Minutes of the February 1, 2016 and February 16, 2016 Regular Meetings.
- B. CASH DISBURSEMENTS RATIFICATION

Action: It is recommended the City Council ratify the cash disbursements listing for the period February 6, 2016 through February 25, 2016.

C. AUTHORIZATION TO SEEK BIDS FOR A THREE-YEAR FUEL PURCHASE CONTRACT, WITH TWO OPTIONAL ONE-YEAR EXTENSIONS, FOR CITY OPERATED VEHICLES AND EQUIPMENT

Action: It is recommended the City Council authorize staff to solicit bids for a fuel purchase contract for City operated vehicles and equipment.

D. AUTHORIZATION TO SOLICIT BIDS FOR TREE TRIMMING SERVICES

Action: It is recommended the City Council authorize solicitation of bids for a maintenance project entitled FY 15-16 Tree Trimming - Cash Contract No. 8001.

(Items E and F were pulled for discussion.)

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

E. APPROVE LICENSE AGREEMENT WITH PORT HUENEME LITTLE LEAGUE FOR USE OF BASEBALL FIELDS AND FACILITIES AT BUBBLING SPRINGS PARK

Action: It is recommended the City Council authorize a license agreement with Port Hueneme Little League for one year, renewable annually, to provide youth baseball programs.

The Deputy City Manager gave a report and introduced Port Hueneme Little League President Gabe Diaz. Discussion ensued among the Council and Mr. Diaz.

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

F. ADOPTION OF A RESOLUTION AUTHORIZING STAFF TO OPERATE THE SENIOR NUTRITION PROGRAM IN COOPERATION WITH THE COUNTY OF VENTURA

Action: It is recommended the City Council adopt the attached resolution authorizing the Deputy City Manager to operate the Senior Nutrition program in cooperation with the County of Ventura for Fiscal Years July 1, 2016 through June 30, 2017 (and renewable for FY 2017-18, FY 2018-19 and FY 2019-20).

RESOLUTION NO. 4133  
A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF PORT  
HUENEME AUTHORIZING THE DEPUTY CITY MANAGER,  
CARMEN NICHOLS, TO CONTRACT WITH THE VENTURA  
COUNTY AREA AGENCY ON AGING FOR THE CITY TO  
CONTINUE DAY-TO-DAY SITE OPERATIONS FOR THE SENIOR  
NUTRITION PROGRAM

The Deputy City Manager gave a report. Discussion ensued among Council and staff.

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

**CITY MANAGER REPORTS/COMMENTS:**

The Interim City Manager informed the Council that he will give a mid-year budget report at the next meeting.

**COUNCIL MEMBERS' REPORTS, COMMENTS, AND REQUESTS FOR FUTURE AGENDA ITEMS:**

Council Member Schnopp reported on attending the recent Seabee Ball. She requested the City Manager schedule a meeting of the City-Port Standing Committee and invite the Oxnard Harbor District to give a report to the Council at a future meeting. She thanked Public Works staff for clearing debris from the streets following recent high winds.

Council Member Hensley reported on numerous recent activities and submitted a list to the Clerk.

Mayor Breeze reported on attending a recent presentation by Council Member Figg at the Port Hueneme Historical Museum, and a recent Gold Coast Transit District meeting.

Mayor Pro Tem Sharkey reported on attending a recent transportation summit by Ventura County Transportation Commission and Mobility 21. Mayor Breeze also attended the summit.

**CONTINUATION OF OPEN FORUM:** The following person requested to speak:

1. Sheryl Malone, Port Hueneme  
Thanked the Public Works Department for clearing a tree that fell near her home following high winds.

**CLOSED SESSION:** None.

**ADJOURNMENT:**

Mayor Breeze, without objection, adjourned the meeting at 8:26 p.m. to the next Regular Meeting to be held March 21, 2016 at 6:30 p.m. in the City Council Chamber.

Respectfully submitted,

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John Baker  
Interim City Clerk

APPROVED:

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MAYOR BREEZE

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

**MARCH 21, 2016**

**MINUTES**

The Special Meeting of the Port Hueneme City Council was called to order by Mayor Breeze at 5:30 p.m. in the City Council Chamber at City Hall, 250 North Ventura Road, Port Hueneme, California. The Deputy City Clerk called the roll:

PRESENT: Council Members Tom Figg, Jim Hensley, Sylvia Muñoz Schnopp; Mayor Pro Tem Jonathan Sharkey; Mayor Douglas A. Breeze.

ABSENT: None.

Staff members present were: John Baker, Interim City Manager/City Clerk; Mark D. Hensley, City Attorney; Carmen Nichols, Deputy City Manager; Cammeo Jupp, Human Resources Analyst (serving as Deputy City Clerk).

**AGENDA:**

The Council Members had previously received copies of the Agenda.

Council Member Hensley, seconded by Mayor Pro Tem Sharkey, moved to approve the Agenda as presented. Motion carried unanimously.

**CLOSED SESSION:**

The City Attorney made the following announcement:

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

- A. CONFERENCE WITH LABOR NEGOTIATORS  
(Pursuant to Government Code Section 54957.6)

AGENCY DESIGNATED REPRESENTATIVES: John Baker, Interim City Manager; Carmen Nichols, Deputy City Manager; Steven M. Berliner, Special Counsel.

EMPLOYEE ORGANIZATIONS: Service Employees International Union (SEIU), Port Hueneme Police Officers Association (PHPOA).

The City Council recessed to Closed Session at 5:31 p.m. The City Council reconvened following the Closed Session. There were no further announcements.

**ADJOURNMENT:**

Mayor Breeze, without objection, adjourned the meeting at 6:05 p.m. to the next Regular Meeting to be held March 21, 2016 at 6:30 p.m. in the City Council Chamber.

Respectfully submitted,

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John Baker  
Interim City Clerk

APPROVED:

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MAYOR BREEZE

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

**MARCH 21, 2016**

**MINUTES**

The Regular Meeting of the Port Hueneme City Council was called to order by Mayor Breeze at 6:31 p.m. in the City Council Chamber at City Hall, 250 North Ventura Road, Port Hueneme, California. After the flag salute, Council Member Hensley gave the Inspiration. The Deputy City Clerk called the roll:

PRESENT: Council Members Tom Figg, Jim Hensley Sylvia Muñoz Schnopp; Mayor Pro Tem Jonathan Sharkey; Mayor Douglas A. Breeze.

ABSENT: None.

Staff members present were: John Baker, Interim City Manager/City Clerk; Mark D. Hensley, City Attorney; Carmen Nichols, Deputy City Manager; Robert Albertson, Interim Chief of Police; Alvin Burrell, Interim Finance Director; Chris Theisen, Public Works Director; Tamah Figg, Code Compliance Manager; Cammeo Jupp, Human Resources Analyst (serving as Deputy City Clerk).

**AGENDA:**

The Council Members had previously received copies of the Agenda.

Council Member Hensley, seconded by Council Member Schnopp, moved to approve the Agenda as presented. Motion carried unanimously.

**OPEN FORUM:**

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

1. Bob Allen, Port Hueneme  
Announced that an entrepreneur club has been started at Oxnard College and discussed livestreaming of Council meetings. Discussion ensued among the Council and Mr. Allen.
2. Barbara Paige, Port Hueneme  
Expressed concern about increased thefts and loitering in the Ocean Walk neighborhood. Discussion ensued among the Council and Ms. Paige.

3. Mary Meola, Port Hueneme  
Ocean Walk homeowner, expressed concern about heavy traffic through her neighborhood and trucks parking/idling on Hueneme Road.

**CONSENT AGENDA:**

- A. CASH DISBURSEMENTS RATIFICATION  
Action: It is recommended the City Council ratify the cash disbursements listing for the period February 26, 2016 through March 11, 2016.
- B. SOLICIT BIDS FOR VENTURA ROAD BIKEWAY UPGRADES  
Action: It is recommended the City Council adopt the plans and specifications, and authorize the solicitation of bids, for a public project entitled Ventura Road Bikeway Upgrades - Cash Contract No. 5001.

The following person requested to speak:

1. Robert Babbitt, Port Hueneme  
Spoke in support of Item B, and also expressed support for continuing the Hueneme Beach Festival. Discussion ensued among the Council and Mr. Babbitt.

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

**DEPUTY CITY MANAGER:**

- A. REQUEST FOR ADDITIONAL FUNDS FOR CONTRACT WITH VENTURA COUNTY ANIMAL SERVICES  
Action: It is recommended the City Council authorize additional funds of \$35,000 from the General Fund for the Ventura County Animal Services (VCAS) contract.

The Deputy City Manager and Code Compliance Manager gave a report. Discussion ensued among Council and staff.

Council Member Figg, seconded by Council Member Hensley, moved to not approve the additional funds, and invite the County Animal Services Director to make a presentation to the Council at a future meeting. Further discussion ensued. The motion carried 5-0 by the following roll call vote:

AYES: Council Members Figg, Hensley, Schnopp; Mayor Pro Tem Sharkey; Mayor Breeze.

NOES: None.

ABSTAINING: None.

ABSENT: None.

(At this time, the Council voted unanimously to modify the agenda order to consider the City Manager's item next, and move the City Attorney's item after that.)

**CITY MANAGER:**

A. FY 2016-17 BUDGET REPORT

Action: It is recommended the City Council consider the proposed actions for achieving budget reductions in Fiscal Year 2016-17 to result in a structural balance between revenues and expenditures for two fiscal years and direct staff to proceed with the next steps in the budget process.

The Interim City Manager gave a report. The following persons requested to speak:

1. Glen Kinney, Camarillo  
Spoke in support of the Lifeguard Program.
2. Danny Carrillo, SEIU  
Spoke against outsourcing/contracting City jobs.
3. Dan Gildea, Oxnard  
Spoke in support of the Lifeguard Program.
4. Kevin Lorch, Camarillo  
Spoke in support of the Lifeguard Program.
5. Kit Nell, Port Hueneme Deputy Public Works Director  
Spoke against outsourcing/ contracting City jobs.
6. Andy Martinez, Port Hueneme  
Spoke in support of the Lifeguard Program.
7. Andelina Martinez, Port Hueneme  
Spoke in support of the Junior Lifeguard Program.
8. Sean Demmon, Port Hueneme  
Spoke in support of the Lifeguard Program.
9. George Camarena, Port Hueneme  
Spoke in support of the Lifeguard Program.

10. Kellie Swift, Port Hueneme  
Spoke in support of the Lifeguard and Junior Lifeguard programs.
11. Daniel Nahmias, Ventura  
Spoke in support of the Lifeguard Program, and presented handouts on lifeguarding for the Council's consideration.
12. Cory Scrivner, Port Hueneme  
Spoke in support of the Lifeguard Program.
13. Steven Gama, Port Hueneme  
Spoke in support of the Lifeguard Program.
14. Kevin Brannon, Port Hueneme  
Spoke in support of the Lifeguard Program and the Port Hueneme Chamber of Commerce.
15. Summer Demmon, Port Hueneme  
Spoke in support of the Lifeguard Program.

Discussion ensued among Council and staff; numerous motions were made, but none were seconded.

Mayor Pro Tem Sharkey, seconded by Council Member Schnopp, moved to approve the City Manager's recommended cuts as presented in the staff report and to explore contract services as recommended, except for the Lifeguard and Junior Lifeguard programs, and direct staff to look for ways to reduce the Lifeguard programs' impact on the General Fund, and return to the Council with recommendations. Further discussion ensued. The motion carried 3-2 by the following roll call vote:

AYES: Council Member Schnopp; Mayor Pro Tem Sharkey; Mayor Breeze.

NOES: Council Members Figg, Hensley.

ABSTAINING: None.

ABSENT: None.

**CITY ATTORNEY:**

- A. LETTER FROM VENTURA COUNTY DISTRICT ATTORNEY'S ("VCDA") OFFICE REQUESTING THAT PURSUANT TO THE BROWN ACT THAT THE CITY CEASE AND DESIST CERTAIN ACTIVITIES RELATING TO RECRUITMENT OF A CITY MANAGER  
Action: In an abundance of caution, it is recommended the City Council accept the offer of compromise proposed by the

VCDA's Office by the City issuing the requested cease and desist letter (draft copy attached). This will avoid the unnecessary expenditure of County and City taxpayer funds in a Brown Act dispute for which there is no specific legal precedent which directly addresses the issues outlined in VCDA's letter. Moreover, the process to date has been transparent and the next steps in the process are not substantively affected by VCDA's request.

The City Attorney gave a report. Discussion ensued among Council and staff.

Mayor Pro Tem Sharkey, seconded by Council Member Schnopp, moved to approve the City Attorney's recommendation as presented. The motion carried 3-2 by the following roll call vote:

AYES: Council Member Schnopp; Mayor Pro Tem Sharkey; Mayor Breeze.

NOES: Council Members Figg, Hensley.

ABSTAINING: None.

ABSENT: None.

#### **CITY MANAGER REPORTS/COMMENTS:**

The Interim City Manager announced the upcoming public meeting on March 29, 2016 to solicit community input on the upcoming City Manager recruitment. He also announced that a Performance Improvement Plan from the California Joint Powers Insurance Authority will be on an upcoming agenda.

#### **COUNCIL MEMBERS' REPORTS, COMMENTS, AND REQUESTS FOR FUTURE AGENDA ITEMS:**

Council Member Schnopp reported on attending a recent Economic Development Collaborative of Ventura County (EDC-VC) meeting.

Mayor Pro Tem Sharkey acknowledged Ms. Jonnie Lisman's recent recognition as "Port Hueneme Citizen of the Year" by the Chamber of Commerce. He also announced the upcoming Easter Egg-stravaganza.

Council Member Hensley requested a future agenda item reviewing the City's motto of "The Friendly City By The Sea."

Mayor Breeze commended the staff for remaining dedicated through difficult times.

**CONTINUATION OF OPEN FORUM:** No one requested to speak.

**CLOSED SESSION:** None.

**ADJOURNMENT:**

Mayor Breeze, without objection, adjourned the meeting at 9:06 p.m. to the next Regular Meeting to be held April 4, 2016 at 6:30 p.m. in the City Council Chamber.

Respectfully submitted,

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John Baker  
Interim City Clerk

APPROVED:

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MAYOR BREEZE

**CITY OF PORT HUENEME**  
**CASH DISBURSEMENTS**  
*For the period March 12, 2016 through March 25, 2016*

April 4, 2016

Presented are the cash disbursements issued by the Finance Dept. for the period March 12, 2016 through March 25, 2016. Shown are cash disbursements by date of occurrence and type of payment.

<b>Date</b>	<b>Type of Payment</b>	<b>Attachment</b>	<b>Amount</b>
<b>March 18, 2016</b>	EFT Transactions 5051-5052 A/P Checks 106603-106637	A	\$117,669.64
<b>March 18, 2016</b>	Payroll Distribution	B	\$221,495.66
<b>March 18, 2016</b>	Payroll Distribution	C	\$1,645.89
<b>March 24, 2016</b>	EFT Transaction 5057 A/P Checks 106638-106764	D	\$237,626.24
<b>Total</b>			<b><u>\$578,437.43</u></b>

## Transactions for 3/18/2016

Date: 3/28/2016

Vendor Name	Description	Check Date	Number	Amount
CALPERS CONTRIBUTIONS	MAR'16 UNFUNDED LIABILITY	3/18/2016	5051	381.49
CALPERS CONTRIBUTIONS	MAR'16 UNFUNDED LIABILITY	3/18/2016	5051	1,945.19
CALPERS CONTRIBUTIONS	MAR'16 UNFUNDED LIABILITY	3/18/2016	5051	3,097.35
CALPERS CONTRIBUTIONS	MAR'16 UNFUNDED LIABILITY	3/18/2016	5051	5,287.80
CALPERS CONTRIBUTIONS	MAR'16 UNFUNDED LIABILITY	3/18/2016	5051	2,609.55
CALPERS CONTRIBUTIONS	MAR'16 UNFUNDED LIABILITY	3/18/2016	5051	1,192.15
CALPERS CONTRIBUTIONS	MAR'16 UNFUNDED LIABILITY	3/18/2016	5051	972.99
CALPERS CONTRIBUTIONS	MAR'16 UNFUNDED LIABILITY	3/18/2016	5051	22,570.00
CALPERS CONTRIBUTIONS	MAR'16 UNFUNDED LIABILITY	3/18/2016	5051	5,116.20
CALPERS CONTRIBUTIONS	MAR'16 UNFUNDED LIABILITY	3/18/2016	5051	1,654.17
CALPERS CONTRIBUTIONS	MAR'16 UNFUNDED LIABILITY	3/18/2016	5051	1,974.55
CALPERS CONTRIBUTIONS	MAR'16 UNFUNDED LIABILITY	3/18/2016	5051	649.89
CALPERS CONTRIBUTIONS	MAR'16 UNFUNDED LIABILITY	3/18/2016	5051	1,044.97
CALPERS CONTRIBUTIONS	MAR'16 UNFUNDED LIABILITY	3/18/2016	5051	3,843.26
CALPERS CONTRIBUTIONS	MAR'16 UNFUNDED LIABILITY	3/18/2016	5051	2,348.10
CALPERS CONTRIBUTIONS	MAR'16 UNFUNDED LIABILITY	3/18/2016	5051	257.01
CALPERS CONTRIBUTIONS	MAR'16 UNFUNDED LIABILITY	3/18/2016	5051	781.85
CALPERS CONTRIBUTIONS	MAR'16 UNFUNDED LIABILITY	3/18/2016	5051	1,007.83
CALPERS CONTRIBUTIONS	MAR'16 UNFUNDED LIABILITY	3/18/2016	5051	424.59
CALPERS CONTRIBUTIONS	MAR'16 UNFUNDED LIABILITY	3/18/2016	5051	4,404.35
CALPERS CONTRIBUTIONS	MAR'16 UNFUNDED LIABILITY	3/18/2016	5051	2,092.34
CALPERS CONTRIBUTIONS	MAR'16 UNFUNDED LIABILITY	3/18/2016	5051	4,810.76
CALPERS CONTRIBUTIONS	MAR'16 UNFUNDED LIABILITY	3/18/2016	5051	4,725.41
CALPERS CONTRIBUTIONS	MAR'16 UNFUNDED LIABILITY	3/18/2016	5051	1,599.27
CALPERS CONTRIBUTIONS	MAR'16 UNFUNDED LIABILITY	3/18/2016	5051	424.59
PORT HUENEME POLICE OFCR ASSN	PAYROLL SUMMARY	3/18/2016	5052	1,578.84
AMERICAN FIDELITY ASSURANCE	PAYROLL SUMMARY	3/18/2016	106603	1,974.14
AMERICAN FIDELITY ASSURANCE COMPANY	PAYROLL SUMMARY	3/18/2016	106604	1,424.25
AMERICAN FUNDS SERVICE COMPANY	PAYROLL SUMMARY	3/18/2016	106605	30.00
AQUA-FLO SUPPLY	LANDSCAPE SUPPLIES	3/18/2016	106606	744.34
AQUA-FLO SUPPLY	LANDSCAPE SUPPLIES	3/18/2016	106606	123.23
AQUA-FLO SUPPLY	CREDIT MEMO	3/18/2016	106606	-123.23
ARAMARK UNIFORM SERVICES	FEB'16 STREETS	3/18/2016	106607	188.00
ARAMARK UNIFORM SERVICES	FEB'16 COMMUNITY CENTER	3/18/2016	106607	486.56
ARAMARK UNIFORM SERVICES	FEB'16 LANDSCAPE	3/18/2016	106607	441.18
ARAMARK UNIFORM SERVICES	FEB'16 PARKING	3/18/2016	106607	48.84
ARAMARK UNIFORM SERVICES	FEB'16 WASTE WATER	3/18/2016	106607	129.84
ARAMARK UNIFORM SERVICES	FEB'16 WATER	3/18/2016	106607	105.76
ARAMARK UNIFORM SERVICES	FEB'16 PHWA	3/18/2016	106607	111.76
ARAMARK UNIFORM SERVICES	FEB'16 TECH SERVICES	3/18/2016	106607	47.00
ARAMARK UNIFORM SERVICES	FEB'16 WASTE WATER	3/18/2016	106607	216.12
ARAMARK UNIFORM SERVICES	FEB'16 REFUSE	3/18/2016	106607	1,018.80
ARAMARK UNIFORM SERVICES	FEB'16 WASTE WATER	3/18/2016	106607	129.84
ARAMARK UNIFORM SERVICES	FEB'16 FLEET	3/18/2016	106607	302.33
MISC AP VENDOR	FINAL BILL REFUND	3/18/2016	106608	54.50

## Transactions for 3/18/2016

Date: 3/28/2016

Vendor Name	Description	Check Date	Number	Amount
CALIFORNIA JPIA	FY 12/13 POLLUTION LIAB	3/18/2016	106609	6,426.00
CHANNEL ISLANDS DO IT BEST	FM SUPPLIES	3/18/2016	106610	3.77
CHANNEL ISLANDS DO IT BEST	FM SUPPLIES	3/18/2016	106610	31.56
CHANNEL ISLANDS DO IT BEST	LANDSCAPE SUPPLIES	3/18/2016	106610	36.39
CHANNEL ISLANDS DO IT BEST	STREETS SUPPLIES	3/18/2016	106610	11.66
CHANNEL ISLANDS DO IT BEST	WATER SUPPLIES	3/18/2016	106610	14.56
CHANNEL ISLANDS DO IT BEST	WATER SUPPLIES	3/18/2016	106610	23.32
CHANNEL ISLANDS DO IT BEST	REFUSE SUPPLIES	3/18/2016	106610	5.81
CHANNEL ISLANDS DO IT BEST	REFUSE SUPPLIES	3/18/2016	106610	16.48
CHAVEZ, ALICIA	SECURITY DEPOSIT REFUND	3/18/2016	106611	425.00
CODE 3 PRODUCTS	PD SUPPLIES	3/18/2016	106612	55.00
MISC AP VENDOR	FINAL BILL REFUND	3/18/2016	106613	31.00
DST SYSTEMS INC	PAYROLL SUMMARY	3/18/2016	106614	3,631.16
FEDERAL EXPRESS CORP	ADAM HOEFER HOLWADEL LLC	3/18/2016	106615	46.58
FORD OF VENTURA - MAIN STREET	AUTOMOTIVE REPAIRS	3/18/2016	106616	278.59
MISC AP VENDOR	FINAL BILL REFUND	3/18/2016	106617	54.50
MISC AP VENDOR	FINAL BILL REFUND	3/18/2016	106618	79.97
MISC AP VENDOR	FINAL BILL REFUND	3/18/2016	106619	67.86
KEENE'S HARDWARE INC	FM SUPPLIES	3/18/2016	106620	23.98
KEENE'S HARDWARE INC	FM SUPPLIES	3/18/2016	106620	21.60
KEENE'S HARDWARE INC	FM SUPPLIES	3/18/2016	106620	13.01
KEENE'S HARDWARE INC	FM SUPPLIES	3/18/2016	106620	7.74
LIEBERT CASSIDY WHITMORE	SERVICES THRU 10/31/15	3/18/2016	106621	2,131.50
LIEBERT CASSIDY WHITMORE	SERVICES THRU 10/31/15	3/18/2016	106621	642.00
LIEBERT CASSIDY WHITMORE	SERVICES THRU 10/31/15	3/18/2016	106621	73.50
LIEBERT CASSIDY WHITMORE	SERVICES THRU 10/31/15	3/18/2016	106621	245.00
LIEBERT CASSIDY WHITMORE	SERVICES THRU 10/31/15	3/18/2016	106621	6,882.00
LIEBERT CASSIDY WHITMORE	SERVICES THRU 10/31/15	3/18/2016	106621	260.00
NRS	PAYROLL SUMMARY	3/18/2016	106622	520.33
PORT HUENEME MARINE SUPPLY	STREETS SUPPLIES	3/18/2016	106623	86.38
PORT HUENEME MARINE SUPPLY	STREETS SUPPLIES	3/18/2016	106623	16.87
PORT HUENEME MARINE SUPPLY	STREETS SUPPLIES	3/18/2016	106623	3.92
PORT HUENEME MARINE SUPPLY	STREETS SUPPLIES	3/18/2016	106623	24.99
PORT HUENEME MARINE SUPPLY	STREETS SUPPLIES	3/18/2016	106623	17.27
PORT HUENEME MARINE SUPPLY	RECREATION SUPPLIES	3/18/2016	106623	9.26
PORT HUENEME MARINE SUPPLY	STREETS SUPPLIES	3/18/2016	106623	8.42
PORT HUENEME MARINE SUPPLY	WATER SUPPLIES	3/18/2016	106623	34.99
PORT HUENEME MARINE SUPPLY	WATER SUPPLIES	3/18/2016	106623	79.80
PORT HUENEME MARINE SUPPLY	REFUSE SUPPLIES	3/18/2016	106623	52.64
PORT HUENEME MARINE SUPPLY	REFUSE SUPPLIES	3/18/2016	106623	36.23
PREFERRED BENEFIT	MAR'16 PREMIUMS	3/18/2016	106624	4,324.60
MISC AP VENDOR	MANUAL CHECK	3/18/2016	106625	999.06
MISC AP VENDOR	FINAL BILL REFUND	3/18/2016	106626	40.46
MISC AP VENDOR	FINAL BILL REFUND	3/18/2016	106627	84.97
RWP	FIBER FALL	3/18/2016	106628	64.82

## Transactions for 3/18/2016

Date: 3/28/2016

Vendor Name	Description	Check Date	Number	Amount
SALGADO, JESSICA	SECURITY DEPOSIT REFUND	3/18/2016	106629	500.00
SEIU, LOCAL 721	PAYROLL SUMMARY	3/18/2016	106630	3.50
SEIU, LOCAL 721	PAYROLL SUMMARY	3/18/2016	106630	809.00
SOUTHERN CALIFORNIA EDISON	2-03-905-9647 UTIL BILL	3/18/2016	106631	886.23
SOUTHERN CALIFORNIA EDISON	2-37-973-0666 UTIL BILL	3/18/2016	106631	26.36
TOSHIBA BUSINESS SOLUTIONS	958802-005C COPIER	3/18/2016	106632	188.82
TOSHIBA FINANCIAL SERVICES	500-0460763-000 COPIER	3/18/2016	106633	126.19
TOSHIBA FINANCIAL SERVICES	500-0460763-000 COPIER	3/18/2016	106633	126.19
TOSHIBA FINANCIAL SERVICES	500-0460763-000 COPIER	3/18/2016	106633	126.18
UNITED WAY OF VENTURA COUNTY	PAYROLL SUMMARY	3/18/2016	106634	87.00
VANTAGE TRSFER-800897	PAYROLL SUMMARY	3/18/2016	106635	317.99
VANTAGEPOINT TRSF-301495	PAYROLL SUMMARY	3/18/2016	106636	1,904.86
VERIZON CALIFORNIA	1280523370 UTIL BILL	3/18/2016	106637	64.99
VERIZON CALIFORNIA	805 181-1001 UTIL BILL	3/18/2016	106637	89.97
VERIZON CALIFORNIA	805 271-0690 UTIL BILL	3/18/2016	106637	52.00
VERIZON CALIFORNIA	805 488-3611 UTIL BILL	3/18/2016	106637	121.86
VERIZON CALIFORNIA	805 181-0131 UTIL BILL	3/18/2016	106637	46.19
				<b><u>\$117,669.64</u></b>

CITY OF PORT HUENEME  
PAYROLL CASH DISBURSEMENT FOR

ATTACHMENT B

MARCH 18, 2016

**SALARY DISTRIBUTIONS**

PAYROLL DIRECT DEPOSIT TOTALS:	211,507.58	
PAYROLL CHECK REGISTER:	<u>9,988.08</u>	221,495.66
<b>TOTAL DISBURSEMENT:</b>	<b><u>221,495.66</u></b>	

CITY OF PORT HUENEME  
PAYROLL CASH DISBURSEMENT FOR  
MANUAL CHECKS  
MARCH 18, 2016

ATTACHMENT C

SALARY DISTRIBUTIONS

PAYROLL DIRECT DEPOSIT TOTALS:

PAYROLL CHECK REGISTER:

-  
1,645.89

1,645.89

TOTAL DISBURSEMENT: 1,645.89

## Transactions for 3/24/2016

Date: 3/28/2016

Vendor Name	Description	Check Date	Number	Amount
WELLS ONE	SALES TAX	3/24/2016	5057	-7.11
WELLS ONE	SALES TAX	3/24/2016	5057	-59.18
WELLS ONE	SALES TAX	3/24/2016	5057	-54.23
WELLS ONE	SALES TAX	3/24/2016	5057	-6.39
WELLS ONE	PAYPAL	3/24/2016	5057	17.00
WELLS ONE	PAYPAL	3/24/2016	5057	17.00
WELLS ONE	PAYPAL	3/24/2016	5057	75.00
WELLS ONE	ICMA MEMBERSHIP	3/24/2016	5057	1,180.00
WELLS ONE	NICHOLS MEAL	3/24/2016	5057	3.28
WELLS ONE	NICHOLS HOTEL	3/24/2016	5057	752.82
WELLS ONE	NICHOLS TRANSPORTATION	3/24/2016	5057	25.00
WELLS ONE	NICHOLS PARKING	3/24/2016	5057	48.00
WELLS ONE	NICHOLS MEAL	3/24/2016	5057	12.18
WELLS ONE	NICHOLS MEAL	3/24/2016	5057	14.84
WELLS ONE	NICHOLS MEAL	3/24/2016	5057	42.00
WELLS ONE	NICHOLS TRANSPORTATION	3/24/2016	5057	17.90
WELLS ONE	CALCHAMBER	3/24/2016	5057	199.78
WELLS ONE	PANDA EXPRESS	3/24/2016	5057	25.00
WELLS ONE	STARBUCKS	3/24/2016	5057	205.00
WELLS ONE	JALISCOS	3/24/2016	5057	25.00
WELLS ONE	BIG LOTS	3/24/2016	5057	35.00
WELLS ONE	BIG LOTS	3/24/2016	5057	25.00
WELLS ONE	AMAZON	3/24/2016	5057	106.92
WELLS ONE	BCP SYSTEMS	3/24/2016	5057	799.44
WELLS ONE	LIGHTBULB WHOLESALER	3/24/2016	5057	94.58
WELLS ONE	ACCRUE SALES TAX	3/24/2016	5057	6.39
WELLS ONE	RESTOCKIT	3/24/2016	5057	78.62
WELLS ONE	AMAZON	3/24/2016	5057	41.79
WELLS ONE	AMAZON	3/24/2016	5057	26.09
WELLS ONE	FIRSTAID PRODUCT	3/24/2016	5057	89.66
WELLS ONE	RESTOCKIT	3/24/2016	5057	16.74
WELLS ONE	OFFICE MAX	3/24/2016	5057	16.19
WELLS ONE	PETCO	3/24/2016	5057	111.58
WELLS ONE	PETCO	3/24/2016	5057	55.49
WELLS ONE	USPS	3/24/2016	5057	13.45
WELLS ONE	PRINTER CARTRIDGES.COM	3/24/2016	5057	101.90
WELLS ONE	BNI BUILDING NEWS	3/24/2016	5057	119.35
WELLS ONE	ORIENTAL TRADING CO	3/24/2016	5057	813.85
WELLS ONE	ACCRUE SALES TAX	3/24/2016	5057	59.18
WELLS ONE	IDEA ART	3/24/2016	5057	105.94
WELLS ONE	ACCRUE SALES TAX	3/24/2016	5057	7.11
WELLS ONE	PICKLEBALLCENTRAL	3/24/2016	5057	677.88
WELLS ONE	ACCRUE SALES TAX	3/24/2016	5057	54.23
WELLS ONE	SMART&FINAL	3/24/2016	5057	76.52
WELLS ONE	PIZZMAN DAN'S	3/24/2016	5057	165.00

## Transactions for 3/24/2016

Date: 3/28/2016

Vendor Name	Description	Check Date	Number	Amount
WELLS ONE	PARTY CITY	3/24/2016	5057	176.37
WELLS ONE	CALIFORNIA PARKS & REC	3/24/2016	5057	755.00
WELLS ONE	UNIVERSITY OF CALIFORNIA	3/24/2016	5057	65.00
WELLS ONE	ZORO	3/24/2016	5057	54.38
WELLS ONE	Y GONZALES MEAL	3/24/2016	5057	8.05
WELLS ONE	Y GONZALES HOTEL	3/24/2016	5057	615.85
WELLS ONE	Y GONZALES MEAL	3/24/2016	5057	20.34
WELLS ONE	Y GONZALES MEAL	3/24/2016	5057	22.60
WELLS ONE	Y GONZALES MEAL	3/24/2016	5057	7.33
WELLS ONE	Y GONZALES MEAL	3/24/2016	5057	27.84
WELLS ONE	Y GONZALES MEAL	3/24/2016	5057	13.97
WELLS ONE	Y GONZALES MEAL	3/24/2016	5057	6.32
WELLS ONE	Y GONZALES MEAL	3/24/2016	5057	20.79
WELLS ONE	PAYPAL	3/24/2016	5057	163.13
WELLS ONE	VALLEY BOBCAT INC	3/24/2016	5057	295.62
WELLS ONE	GOTOMYPC	3/24/2016	5057	114.72
WELLS ONE	GOTOMYPC	3/24/2016	5057	38.24
WELLS ONE	PAYPAL	3/24/2016	5057	77.50
WELLS ONE	AMAZON	3/24/2016	5057	106.92
WELLS ONE	GENERAL TREATMENT PROD	3/24/2016	5057	517.49
WELLS ONE	SALES TAX	3/24/2016	5057	-50.88
WELLS ONE	GOTOMYPC	3/24/2016	5057	38.24
WELLS ONE	PAYPAL	3/24/2016	5057	77.50
WELLS ONE	SEARS	3/24/2016	5057	636.00
WELLS ONE	ACCRUE SALES TAX	3/24/2016	5057	50.88
WELLS ONE	ONLINECOMPONENTS	3/24/2016	5057	102.61
WELLS ONE	GOTOMYPC	3/24/2016	5057	38.24
WELLS ONE	AMECI PIZZA	3/24/2016	5057	210.00
WELLS ONE	SMART & FINAL	3/24/2016	5057	53.56
ACCESS INFORMATION MANAGEMENT	MAR'16 SERVICE	3/24/2016	106638	838.58
ACOM SOLUTIONS	TONER	3/24/2016	106639	513.68
ADS, LLC	FEB'16 SERVICE	3/24/2016	106640	1,368.00
AGROMIN	ACORN BARK	3/24/2016	106641	401.82
AGROMIN	ACORN BARK	3/24/2016	106641	267.88
ALAMILLO, ISMAEL	BOOT ALLOWANCE	3/24/2016	106642	139.74
ALEXANDER'S CONTRACT SERVICES, INC	3/11/16 - 3/12/16 READS	3/24/2016	106643	2,833.85
ALL CITY MANAGEMENT SERVICES, INC	2/14/16 - 2/27/16 SERVICE	3/24/2016	106644	3,002.40
ALL-PHASE ELECTRIC	FM SUPPLIES	3/24/2016	106645	102.48
ALLAN HANCOCK COLLEGE	ENROLLMENT FEES	3/24/2016	106646	148.00
AMREP INC	AUTOMOTIVE PART	3/24/2016	106647	176.83
BAY ALARM	4/1/16 - 7/1/16 SERVICE	3/24/2016	106648	148.05
BRINK'S INC	FEB'16 SERVICE	3/24/2016	106649	152.86
BRINK'S INC	MAR'16 SERVICE	3/24/2016	106649	297.15
CALIFORNIA CODE CHECK, INC.	ON-SITE BUILDING OFFICIAL	3/24/2016	106650	3,080.00
CALIFORNIA CONCRETE GRINDING	SIDEWALK GRINDING	3/24/2016	106651	9,002.50

## Transactions for 3/24/2016

Date: 3/28/2016

Vendor Name	Description	Check Date	Number	Amount
CALIFORNIA WOOD RECYCLING	FEBRUARY 16-29, 2016	3/24/2016	106652	1,400.14
CAPCO ANALYTICAL SERVICES, INC	FEB'16 SERVICES	3/24/2016	106653	780.00
CAPCO ANALYTICAL SERVICES, INC	FEB'16 SERVICES	3/24/2016	106653	1,203.00
CASTRO, JACOB	CLASS A DRIVERS LICENSE	3/24/2016	106654	73.00
CHANNEL ISLANDS DO IT BEST	FM SUPPLIES	3/24/2016	106655	21.82
CHANNEL ISLANDS DO IT BEST	FM SUPPLIES	3/24/2016	106655	15.52
CHANNEL ISLANDS DO IT BEST	FM SUPPLIES	3/24/2016	106655	6.30
CHANNEL ISLANDS DO IT BEST	BUS STOP SUPPLIES	3/24/2016	106655	24.29
CHANNEL ISLANDS DO IT BEST	WATER SUPPLIES	3/24/2016	106655	53.44
CHANNEL ISLANDS DO IT BEST	REFUSE SUPPLIES	3/24/2016	106655	5.81
CIVICPLUS	ANNUAL RENEWAL	3/24/2016	106656	995.00
CLARK, LA TUNYA	FEB'16 CLASSES	3/24/2016	106657	520.00
COASTAL OCCUPATIONAL MEDICAL GROUP	DOT EXAM	3/24/2016	106658	25.00
COASTAL OCCUPATIONAL MEDICAL GROUP	DOT EXAM	3/24/2016	106658	90.00
COMPUTER LOGISTICS CORPORATION	FEB'16 SERVICE	3/24/2016	106659	50.00
COMPUTER LOGISTICS CORPORATION	DOMAIN NAME REG FEES	3/24/2016	106659	35.00
CONSOLIDATED ELECTRICAL DIST INC	FM SUPPLIES	3/24/2016	106660	152.50
CONSOLIDATED ELECTRICAL DIST INC	CREDIT MEMO	3/24/2016	106660	-76.60
CONSOLIDATED ELECTRICAL DIST INC	FM SUPPLIES	3/24/2016	106660	189.95
CONSOLIDATED ELECTRICAL DIST INC	FM SUPPLIES	3/24/2016	106660	76.25
COPQUEST INCORPORATED	UNIFORMS M HARBIN	3/24/2016	106661	124.89
COPQUEST INCORPORATED	PD SUPPLIES	3/24/2016	106661	40.52
COPWARE, INC.	LEGAL SOURCEBOOK	3/24/2016	106662	400.00
CORNWALL SECURITY SERVICES, INC	OCHOA/RUIZ PARTY	3/24/2016	106663	1,152.00
CORNWALL SECURITY SERVICES, INC	SALGADO PARTY	3/24/2016	106663	960.00
CORRPRO COMPANIES, INC	INSPECTION SERVICE	3/24/2016	106664	525.00
COUNTY OF VENTURA, GSA	JAN'16 SERVICE	3/24/2016	106665	46.97
COUNTY OF VENTURA, GSA	JAN'16 SERVICE	3/24/2016	106665	64.70
DATAPROSE, INC	FEB'16 SERVICE	3/24/2016	106666	1,163.48
DATAPROSE, INC	FEB'16 SERVICE	3/24/2016	106666	1,109.93
DATAPROSE, INC	FEB'16 SERVICE	3/24/2016	106666	1,109.92
DCH TOYOTA OF OXNARD	AUTOMOTIVE PART	3/24/2016	106667	241.82
DELL MARKETING LP	COMPUTER SYSTEM	3/24/2016	106668	1,388.38
DEPARTMENT OF JUSTICE ACCT OFFICE	FEB'16 FINGERPRINTS	3/24/2016	106669	209.00
DISPENSING TECHNOLOGY CORPORATION	STREETS SUPPLIES	3/24/2016	106670	287.90
DLT SOLUTIONS, INC.	AUTOCAD SUBSCRIPTION RNWL	3/24/2016	106671	746.73
DLT SOLUTIONS, INC.	AUTOCAD SUBSCRIPTION RNWL	3/24/2016	106671	746.73
DOCUPRODUCTS CORPORATION	BALANCE DUE COPIER	3/24/2016	106672	12.73
DON & TOM'S FRONT END	AUTOMOTIVE REPAIRS	3/24/2016	106673	95.00
EMPIRE CLEANING SUPPLY	JANITORIAL SUPPLIES	3/24/2016	106674	85.16
ENTERSECT	FEB'16 SERVICE	3/24/2016	106675	75.00
F. MORTON PITT COMPANY	UNIFORM ROSETE	3/24/2016	106676	72.01
FAMCON PIPE SUPPLY INC	WATER SUPPLIES	3/24/2016	106677	247.25
FAMCON PIPE SUPPLY INC	WATER SUPPLIES	3/24/2016	106677	145.13
FAMCON PIPE SUPPLY INC	WATER SUPPLIES	3/24/2016	106677	679.40

## Transactions for 3/24/2016

Date: 3/28/2016

Vendor Name	Description	Check Date	Number	Amount
FORD OF VENTURA - MAIN STREET	AUTOMOTIVE PARTS	3/24/2016	106678	50.91
FRIEDLEY'S MOBILE SCREEN & GLASS	841 JANE DR #1	3/24/2016	106679	184.08
FRY'S ELECTRONICS, INC	COMPUTER PURCHASE	3/24/2016	106680	1,027.92
GARCIA, JOSE	SECURITY DEPOSIT REFUND	3/24/2016	106681	500.00
GOLD COAST GLASS, INC	FM SUPPLIES	3/24/2016	106682	926.80
GOLDEN WEST COLLEGE	REGISTRATION FEES	3/24/2016	106683	347.50
GRAINGER INC	FM SUPPLIES	3/24/2016	106684	53.30
GRAINGER INC	FM SUPPLIES	3/24/2016	106684	50.64
GRAINGER INC	FM SUPPLIES	3/24/2016	106684	67.29
GRAINGER INC	ENGINEERING SUPPLIES	3/24/2016	106684	6.06
GRAINGER INC	LANDSCAPE SUPPLIES	3/24/2016	106684	228.95
GRAINGER INC	LANDSCAPE SUPPLIES	3/24/2016	106684	138.42
GRAINGER INC	CREDIT MEMO	3/24/2016	106684	-158.24
GRAINGER INC	LANDSCAPE SUPPLIES	3/24/2016	106684	199.85
GRAINGER INC	LANDSCAPE SUPPLIES	3/24/2016	106684	158.24
GRAINGER INC	LANDSCAPE SUPPLIES	3/24/2016	106684	7.92
GRAINGER INC	LANDSCAPE SUPPLIES	3/24/2016	106684	102.71
GRAINGER INC	LANDSCAPE SUPPLIES	3/24/2016	106684	56.27
GRAINGER INC	SAFETY SUPPLIES	3/24/2016	106684	550.64
GRANITE CONSTRUCTION COMPANY	2/22/16 SERVICE	3/24/2016	106685	70.98
H&H AUTO PARTS WHOLESALE	AUTOMOTIVE PARTS	3/24/2016	106686	29.26
H&H AUTO PARTS WHOLESALE	AUTOMOTIVE PARTS	3/24/2016	106686	37.79
H&H AUTO PARTS WHOLESALE	AUTOMOTIVE PARTS	3/24/2016	106686	31.58
H&H AUTO PARTS WHOLESALE	AUTOMOTIVE PARTS	3/24/2016	106686	68.33
H&H AUTO PARTS WHOLESALE	AUTOMOTIVE PART	3/24/2016	106686	12.45
HACH COMPANY	WATER SUPPLIES	3/24/2016	106687	157.27
HACH COMPANY	WATER SUPPLIES	3/24/2016	106687	223.92
HARBIN, GERI	TONER REIMB	3/24/2016	106688	92.87
HARBOR FREIGHT TOOLS	FM SUPPLIES	3/24/2016	106689	70.36
HAYNES SALES	AUTOMOTIVE REPAIRS	3/24/2016	106690	491.50
HD SUPPLY FACILITIES MAINTENANCE	STREETS SUPPLIES	3/24/2016	106691	153.49
HINDERLITER DE LLAMAS & ASSOCIATES	SALES QUARTER 3 2015	3/24/2016	106692	149.49
HINDERLITER DE LLAMAS & ASSOCIATES	SALES QURTER 3 2015	3/24/2016	106692	1,374.75
HOUSE SANITARY SUPPLY INC	JANITORIAL SUPPLIES	3/24/2016	106693	249.19
HUB INTERNATIONAL	MAR'16 LIABILITY INS	3/24/2016	106694	1,004.42
JENSEN, GRAHAM	TRAVEL REIMBURSEMENT	3/24/2016	106695	92.88
KEENE'S HARDWARE INC	FM SUPPLIES	3/24/2016	106696	9.91
KIMBALL MIDWEST	AUTOMOTIVE PARTS	3/24/2016	106697	219.95
LESUEUR, DEANNA	EGG-STRAVIGANZA	3/24/2016	106698	400.00
LIEBERT CASSIDY WHITMORE	SERVICES THRU 2/29/16	3/24/2016	106699	455.00
LIEBERT CASSIDY WHITMORE	SERVICES THRU 2/29/16	3/24/2016	106699	196.00
LIEBERT CASSIDY WHITMORE	SERVICES THRU 2/29/16	3/24/2016	106699	24.50
LIEBERT CASSIDY WHITMORE	SERVICES THRU 2/29/16	3/24/2016	106699	49.00
LIEBERT CASSIDY WHITMORE	SERVICES THRU 2/29/16	3/24/2016	106699	747.50
LIEBERT CASSIDY WHITMORE	SERVICES THRU 2/29/16	3/24/2016	106699	15,192.00

## Transactions for 3/24/2016

Date: 3/28/2016

Vendor Name	Description	Check Date	Number	Amount
LTM INDUSTRIES, INC	AUTOMOTIVE REPAIRS	3/24/2016	106700	150.00
LTM INDUSTRIES, INC	AUTOMOTIVE REPAIRS	3/24/2016	106700	600.00
LTM INDUSTRIES, INC	AUTOMOTIVE REPAIRS	3/24/2016	106700	1,524.00
LTM INDUSTRIES, INC	AUTOMOTIVE REPAIRS	3/24/2016	106700	943.80
LTM INDUSTRIES, INC	AUTOMOTIVE REPAIRS	3/24/2016	106700	300.00
MAGES, PATRICIA ANN	MAR'16 SERVICES	3/24/2016	106701	375.00
MAGNUM FENCE & SECURITY	REPAIR FENCE	3/24/2016	106702	312.00
MAGNUM FENCE & SECURITY	REPAIR GATES	3/24/2016	106702	375.00
MASON'S SAW AND LAWN MOWER SVC INC	LANDSCAPE SUPPLIES	3/24/2016	106703	491.93
MASON'S SAW AND LAWN MOWER SVC INC	LANDSCAPE SUPPLIES	3/24/2016	106703	202.22
MCCROMETER, INC.	METER HEAD/FLOWCOM	3/24/2016	106704	2,551.24
MUNICIPAL CODE CORPORATION	ANNUAL WEB HOSTING	3/24/2016	106705	500.00
MUNICIPAL MAINTENANCE EQUIPMENT	AUTOMOTIVE REPAIRS	3/24/2016	106706	5,550.00
NEW PIG CORPORATION	SALES TAX	3/24/2016	106707	-19.20
NEW PIG CORPORATION	AUTOMOTIVE SUPPLIES	3/24/2016	106707	294.34
NEW PIG CORPORATION	ACCRUE SALES TAX	3/24/2016	106707	19.20
NICHOLS, CARMEN	LCW CONFERENCE REIMB	3/24/2016	106708	159.19
NJP SPORTS, INC	RECREATION SUPPLIES	3/24/2016	106709	600.00
NORLAB, INC	WATER SUPPLIES	3/24/2016	106710	112.00
OCHOA, JOSE	SECURITY DEPOSIT REFUND	3/24/2016	106711	475.00
OFFICE DEPOT	OFFICE SUPPLIES	3/24/2016	106712	97.42
OFFICE DEPOT	OFFICE SUPPLIES	3/24/2016	106712	39.58
OILFIELD ELECTRIC & MOTOR	MOTOR REPAIRS	3/24/2016	106713	222.00
ONDEMAND EMPLOYMENT GROUP, LLC	2/29/16-3/4/16 SERVICES	3/24/2016	106714	1,822.48
ONDEMAND EMPLOYMENT GROUP, LLC	2/22/16-2/25/16 SERVICES	3/24/2016	106714	1,387.58
OXNARD AUTO SUPPLY	STREETS SUPPLIES	3/24/2016	106715	14.79
OXNARD U-RENT, INC	EQUIPMENT RENTAL	3/24/2016	106716	27.00
PACIFIC TELEMAGEMENT SERVICES	FEB'16 SERVICE	3/24/2016	106717	75.00
PARADISE CHEVROLET	AUTOMOTIVE PART	3/24/2016	106718	73.27
PARADISE CHEVROLET	AUTOMOTIVE PART	3/24/2016	106718	362.01
PARADISE CHEVROLET	AUTOMOTIVE PARTS	3/24/2016	106718	414.60
PEREZ, JOSE	3/14/16 ADMIN CAR WASH	3/24/2016	106719	12.00
PEREZ, JOSE	3/14/16 CDBLD CAR WASH	3/24/2016	106719	15.00
PEREZ, JOSE	3/14/16 CDPK CAR WASH	3/24/2016	106719	27.00
PEREZ, JOSE	3/14/16 PDADM CAR WASH	3/24/2016	106719	99.00
PEREZ, JOSE	3/14/16 PDPAT CAR WASH	3/24/2016	106719	90.00
PEREZ, JOSE	3/15/16 HA CAR WASH	3/24/2016	106719	27.00
PEREZ, JOSE	3/16/16 PWADM CAR WASH	3/24/2016	106719	12.00
PEREZ, JOSE	3/16/16 PWSW CAR WASH	3/24/2016	106719	15.00
PEREZ, JOSE	3/16/16 PWW CAR WASH	3/24/2016	106719	30.00
PEREZ, JOSE	3/18/16 PDPAT CAR WASH	3/24/2016	106719	114.00
PEREZ, JOSE	12/20/14 PDPAT CAR WASH	3/24/2016	106719	90.00
PEREZ, JOSE	12/22/14 ADMIN CAR WASH	3/24/2016	106719	12.00
PEREZ, JOSE	12/22/14 CDBLD CAR WASH	3/24/2016	106719	15.00
PEREZ, JOSE	12/22/14 CDPK CAR WASH	3/24/2016	106719	27.00

## Transactions for 3/24/2016

Date: 3/28/2016

Vendor Name	Description	Check Date	Number	Amount
PEREZ, JOSE	12/22/14 PDADM CAR WASH	3/24/2016	106719	93.00
PITNEY BOWES INC	POSTAGE MACHINE RENTAL	3/24/2016	106720	220.88
PORT HUENEME MARINE SUPPLY	UPS SHIP/BCP SYSTEMS	3/24/2016	106721	13.49
PORT HUENEME MARINE SUPPLY	FM SUPPLIES	3/24/2016	106721	32.66
PORT HUENEME MARINE SUPPLY	STREETS SUPPLIES	3/24/2016	106721	26.73
PORT HUENEME MARINE SUPPLY	STREETS SUPPLIES	3/24/2016	106721	38.52
PORT HUENEME MARINE SUPPLY	LANDSCAPE SUPPLIES	3/24/2016	106721	9.30
PORT HUENEME MARINE SUPPLY	STREETS SUPPLIES	3/24/2016	106721	10.50
PORT HUENEME MARINE SUPPLY	STREETS SUPPLIES	3/24/2016	106721	4.31
PORT HUENEME MARINE SUPPLY	STREETS SUPPLIES	3/24/2016	106721	9.27
PORT HUENEME MARINE SUPPLY	WATER SUPPLIES	3/24/2016	106721	30.23
PORT HUENEME MARINE SUPPLY	WATER SUPPLIES	3/24/2016	106721	70.43
PORT HUENEME MARINE SUPPLY	WATER SUPPLIES	3/24/2016	106721	5.37
PORT HUENEME MARINE SUPPLY	WATER SUPPLIES	3/24/2016	106721	10.75
PORT HUENEME MARINE SUPPLY	WATER SUPPLIES	3/24/2016	106721	3.89
PORT HUENEME MARINE SUPPLY	WATER SUPPLIES	3/24/2016	106721	10.79
PORT HUENEME MARINE SUPPLY	WATER SUPPLIES	3/24/2016	106721	8.60
PORT HUENEME MARINE SUPPLY	TARP/BUNGEE CORDS	3/24/2016	106721	29.65
PORT HUENEME MARINE SUPPLY	GLOVES	3/24/2016	106721	7.50
PORT HUENEME MARINE SUPPLY	GLOVES	3/24/2016	106721	10.32
PORT HUENEME MARINE SUPPLY	RAIN BOOTS	3/24/2016	106721	146.55
PORT HUENEME MARINE SUPPLY	REFUSE SUPPLIES	3/24/2016	106721	98.16
PORT HUENEME MARINE SUPPLY	AUTOMOTIVE SUPPLIES	3/24/2016	106721	6.83
PORT HUENEME MARINE SUPPLY	AUTOMOTIVE SUPPLIES	3/24/2016	106721	0.36
PRIME BUILDING MATERIALS INC	STREETS SUPPLIES	3/24/2016	106722	11.88
PRIME BUILDING MATERIALS INC	STREETS SUPPLIES	3/24/2016	106722	113.37
PRIME BUILDING MATERIALS INC	STREETS SUPPLIES	3/24/2016	106722	110.65
PRIME BUILDING MATERIALS INC	STREETS SUPPLIES	3/24/2016	106722	126.90
PRIME BUSINESS FORMS	NOTICE TO APPEAR	3/24/2016	106723	1,083.30
PSR ENVIRONMENTAL SERVICES, INC	MONTHLY UST INSPECTION	3/24/2016	106724	210.00
QUILL CORPORATION	OFFICE SUPPLIES	3/24/2016	106725	42.09
QUILL CORPORATION	OFFICE SUPPLIES	3/24/2016	106725	8.63
QUILL CORPORATION	OFFICE SUPPLIES	3/24/2016	106725	22.66
RICHARDS, WATSON & GERSHON	DEC'15 SERVICES	3/24/2016	106726	4,782.00
RICHARDS, WATSON & GERSHON	JAN'16 SERVICES	3/24/2016	106726	25,860.73
RICHARDS, WATSON & GERSHON	FEB'16 SERVICES	3/24/2016	106726	3,518.73
RUSH TRUCK CENTER	AUTOMOTIVE REPAIRS	3/24/2016	106727	1,470.00
RUSH TRUCK CENTER	AUTOMOTIVE PART	3/24/2016	106727	287.84
RUSH TRUCK CENTER	AUTOMOTIVE PART	3/24/2016	106727	96.66
SAFELITE AUTOGLASS	AUTOMOTIVE REPAIR	3/24/2016	106728	212.01
SAFETY-KLEEN CORP	AUTOMOTIVE PART	3/24/2016	106729	216.56
SANTA MARIA TIRE INC	DISPOSAL FEE	3/24/2016	106730	12.00
SANTA MARIA TIRE INC	TIRES	3/24/2016	106730	844.59
SANTA MARIA TIRE INC	TIRES	3/24/2016	106730	594.86
SANTA MARIA TIRE INC	TIRES	3/24/2016	106730	155.52

## Transactions for 3/24/2016

Date: 3/28/2016

Vendor Name	Description	Check Date	Number	Amount
SHRED-IT US JV LLC	FEB'16 SERVICE	3/24/2016	106731	192.68
SIEMENS INDUSTRY INC	FEB'16 SIGNAL MAINTENANCE	3/24/2016	106732	802.72
SIEMENS INDUSTRY INC	FEB'16 CALL OUTS	3/24/2016	106732	725.47
SINTRA GROUP LLC	PARKING HEARING	3/24/2016	106733	30.00
SMART SOURCE OF CALIFORNIA, LLC	T-SHIRTS/MUNOZ	3/24/2016	106734	130.49
SOUTHERN CALIFORNIA EDISON	2-33-605-8581 UTIL BILL	3/24/2016	106735	135.58
SOUTHERN CALIFORNIA EDISON	2-24-032-5316 UTIL BILL	3/24/2016	106735	59.54
SOUTHERN CALIFORNIA EDISON	2-29-855-4338 UTIL BILL	3/24/2016	106735	70.25
SOUTHERN CALIFORNIA EDISON	2-02-419-2213 UTIL BILL	3/24/2016	106735	280.78
SOUTHERN CALIFORNIA EDISON	2-28-337-2373 UTIL BILL	3/24/2016	106735	35.84
SOUTHERN CALIFORNIA EDISON	2-34-195-9849 UTIL BILL	3/24/2016	106736	8.15
SOUTHERN CALIFORNIA EDISON	2-31-594-0650 UTIL BILL	3/24/2016	106736	262.67
SOUTHERN CALIFORNIA GAS CO	158 414 8348 8 UTIL BILL	3/24/2016	106737	44.68
SOUTHERN COUNTIES FUELS	800 GALS DIESEL/600 GAS	3/24/2016	106738	2,561.23
SOUTHERN COUNTIES FUELS	810 GALS DIESEL/600 GAS	3/24/2016	106738	2,683.17
SOUTHERN COUNTIES FUELS	AUTOMOTIVE SUPPLIES	3/24/2016	106738	1,550.88
STAPLES CREDIT PLAN	FILE FOLDERS	3/24/2016	106739	32.39
STAPLES CREDIT PLAN	OFFICE SUPPLIES	3/24/2016	106739	23.07
STAPLES CREDIT PLAN	OFFICE SUPPLIES	3/24/2016	106739	28.04
STARNET DATA DESIGN, INC	BACK UP SERVER	3/24/2016	106740	33,067.77
STATE READY MIX INC.	STREETS SUPPLIES	3/24/2016	106741	879.13
STATE READY MIX INC.	STREETS SUPPLIES	3/24/2016	106741	515.16
STAY GREEN, INC.	MAR'16 SERVICES	3/24/2016	106742	81.80
STAY GREEN, INC.	MAR'16 SERVICES	3/24/2016	106742	333.20
STAY GREEN, INC.	MAR'16 SERVICES	3/24/2016	106742	585.00
STERICYCLE, INC	MAR'16 SERVICES	3/24/2016	106743	112.48
SUNGARD PUBLIC SECTOR INC	APR'16 SERVICE	3/24/2016	106744	7,722.94
TOLAR MANUFACTURING, CO INC	SALES TAX	3/24/2016	106745	-42.25
TOLAR MANUFACTURING, CO INC	BUS SHELTER SUPPLIES	3/24/2016	106745	9,776.00
TOSHIBA FINANCIAL SERVICES	500-0329304-000 COPIER	3/24/2016	106746	164.16
TRI-COUNTY SENTRY	LEGAL NOTICE	3/24/2016	106747	70.88
TRI-COUNTY SENTRY	LEGAL NOTICE	3/24/2016	106747	47.25
TRIAD INVESTIGATIVE SERVICES	SERVICE THRU 3/14/16	3/24/2016	106748	3,450.00
UNDERGROUND SERVICE ALERT	NEW TICKETS	3/24/2016	106749	49.50
UNITED SITE SERVICES OF CA INC	2/22/16-3/20/16 SERVICE	3/24/2016	106750	103.54
UNIVAR USA, INC	SODIUM HYDROXIDE	3/24/2016	106751	2,883.61
UNIVAR USA, INC	HYPOCHLORITE	3/24/2016	106751	1,653.35
USABLUEBOOK	WATER SUPPLIES	3/24/2016	106752	169.12
USABLUEBOOK	WATER SUPPLIES	3/24/2016	106752	391.24
USABLUEBOOK	WATER SUPPLIES	3/24/2016	106752	399.23
USABLUEBOOK	WATER SUPPLIES	3/24/2016	106752	1,180.58
VCHA CLINICS	EMPLOYMENT PHYSICALS	3/24/2016	106753	1,168.00
VCHA CLINICS	EMPLOYMENT PHYSICALS	3/24/2016	106753	1,297.00
VELOCITY TRUCK CENTER	AUTOMOTIVE REPAIRS	3/24/2016	106754	711.99
VELOCITY TRUCK CENTER	AUTOMOTIVE REPAIRS 9121	3/24/2016	106754	9,603.52

## Transactions for 3/24/2016

Date: 3/28/2016

Vendor Name	Description	Check Date	Number	Amount
VELOCITY TRUCK CENTER	AUTOMOTIVE REPAIRS	3/24/2016	106754	24.20
VELOCITY TRUCK CENTER	AUTOMOTIVE PARTS	3/24/2016	106754	91.89
VENCO POWER SWEEPING, INC	MAR'16 SERVICE	3/24/2016	106755	8,870.23
VENCO POWER SWEEPING, INC	FEB'16 SERVICE	3/24/2016	106755	1,320.00
VENTEK INTERNATIONAL	MARCH '16 USAGE	3/24/2016	106756	270.00
VENTURA COUNTY PROBATION AGENCY	FEB'16 SERVICE	3/24/2016	106757	550.00
VENTURA COUNTY STAR	ADVERTISEMENT	3/24/2016	106758	431.00
VERIZON BUSINESS SERVICES	SV193396 UTIL BILL	3/24/2016	106759	143.61
VERIZON BUSINESS SERVICES	SV193393 UTIL BILL	3/24/2016	106759	105.05
VERIZON CALIFORNIA	805 UH0-3742 UTIL BILL	3/24/2016	106760	607.81
VERIZON CALIFORNIA	805 488-2884 UTIL BILL	3/24/2016	106760	108.88
VERIZON CALIFORNIA	805 488-2633 UTIL BILL	3/24/2016	106760	59.50
VERIZON CALIFORNIA	805 271-9955 UTIL BILL	3/24/2016	106760	53.67
WARREN DISTRIBUTING INC	AUTOMOTIVE PART	3/24/2016	106761	124.29
WARREN DISTRIBUTING INC	AUTOMOTIVE PART	3/24/2016	106761	116.53
WARREN DISTRIBUTING INC	AUTOMOTIVE PARTS	3/24/2016	106761	250.47
WARREN DISTRIBUTING INC	AUTOMOTIVE PARTS	3/24/2016	106761	52.56
WARREN DISTRIBUTING INC	CREDIT MEMO	3/24/2016	106761	-32.40
WARREN DISTRIBUTING INC	CREDIT MEMO	3/24/2016	106761	-32.40
WARREN DISTRIBUTING INC	AUTOMOTIVE PART	3/24/2016	106761	16.24
WESTERN EXTERMINATOR CO	98013108-0 FEB-MAR'16	3/24/2016	106762	118.50
WESTERN EXTERMINATOR CO	12068198-6 FEB'16	3/24/2016	106762	145.00
WESTERN EXTERMINATOR CO	50764069-6	3/24/2016	106762	122.00
ZEE MEDICAL SERVICE CO	WATER SUPPLIES	3/24/2016	106763	256.82
5 POINTS SMOG	SMOG TEST	3/24/2016	106764	31.75
5 POINTS SMOG	SMOG TEST	3/24/2016	106764	31.75
				<b><u>\$237,626.24</u></b>



# City of Port Hueneme

## COUNCIL AGENDA STAFF REPORT

**TO:** City Council  
**FROM:** John Baker, Interim City Manager  
**SUBJECT:** FY 2016-17 BUDGET DIRECTIONS  
**DATE:** April 4, 2016

### **RECOMMENDATION:**

It is recommended the City Council receive a summary of City Council budget decisions, approve the fees for and an operating subsidy for the Junior Lifeguard program and provide direction regarding Lifeguard funding for structurally balancing the FY 2016-17 budget.

### **BACKGROUND/ANALYSIS**

At its meeting on March 21, 2016 the City Council received my report regarding program and personnel actions that are necessary to achieve a structural balance for FY 2016-17. Below is a summary of the approval by the City Council regarding the proposed actions. Staff is proceeding with the preparation of the FY 2016-17 budget based on those actions.

The City Council accepted the following:

Beginning deficit July 1, 2016		\$1,734,236
Savings accepted by City Council		
Employee Concessions	\$377,468	
Unfilled Positions	\$828,136	
Right Sizing (3 layoffs)	\$40,342	
Outsourcing (Landscape & Facilities)	\$346,501	
Insourcing (Prop. Management)	\$30,000	
Budget Reductions (Various)	\$282,722	
CIP Street Paving	\$70,000	
Ongoing Program Adjustments		

**FY 2016-17 BUDGET DIRECTIONS**

**April 4, 2016**

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(Animal Services & Liability Ins.)	<u>(\$200,000)</u>
Ongoing savings	\$1,775,169
One-time adjustments	<u>\$248,850</u>
 2016-17 SAVINGS	 <u>\$2,024,019</u>
 Fund Balance for FY 2016 -17 year end	 \$289,783

It must be noted that the actual balance carried forward to FY 2017-18 would be \$40,933 as the one time adjustments must be subtracted at the beginning of the new year.

One reduction consideration was tabled at the March 21<sup>st</sup> meeting – the elimination of the Lifeguard program for \$175,900. Staff was to return with options for this program.

Options for consideration are as follows:

<u>Option</u>	<u>Savings</u>
Keep the current program	- 0 -
Reduce the # of lifeguard stations from 5 to 4 and reduce the # of lifeguards from 7 to 6 during the week and 9 to 7 on weekends	\$18,000
Reduce lifeguards to weekends only	\$82,000

A program of modifications to the Junior Lifeguard program has been worked out with representatives of the program and is attached. It calls for reducing the subsidy to the program from \$17,000 to \$1,058. It is recommended the Council approve this program subsidy.

Staff must begin now to address what will certainly be a deficit structural GF position in FY 2017-18. Our search of revenue additions and/or program savings will include further outsourcing options to include financial programs and police services. The Council may also wish to consider revenue raising options for public vote during the coming fiscal year including a parcel tax for City services. As we move into the new fiscal year, it would be my hope to be able to provide you with a multi-year projection of revenues and expenditures so as to continue the process of developing a sustainable financial and economic city for the future.

**FY 2016-17 BUDGET DIRECTIONS**

**April 4, 2016**

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**FISCAL IMPACT**

The recommended action will have a fiscal impact of a positive \$40,933 fund balance on the FY 2016-17 General Fund. That figure could increase depending on the decision regarding Lifeguard funding.

Attachment – Junior Lifeguard Program Subsidy

## Jr. Lifeguard Program

### 2016-2017 Budget Recommendations

Jr. Lifeguard Program Operating Expense requires a subsidy of approximately:

\$ (17,000.00)

Recommendations to reduce subsidy:

#### Revenue Enhancements

##### **Increase fees by \$25.00 per participant**

Session 1: 100 participants x \$25.00 fee increase \$ 2,500.00

Session 2: 75 participants x \$25.00 fee increase \$ 1,875.00

##### **Increase participation by 10 participants per session**

20 participants X \$325 \$ 6,500.00

#### Operating Expenses Reductions

1) Participants will car pool to competitions, buses not provided. \$ 2,367.00

2) Sponsorship for Season End Party, or eliminate. \$ 1,400.00

3) Reduce Equipment Line Item, seek donations. \$ 1,300.00

**New Projected subsidy expected w/assumptions and projections: \$ (1,058.00)**

*\*\*Scholarships will not be made available to residents. However, fees will include a resident discount.*

Recommendation(s): It is recommend City Council approve the new fee structure for the Jr. Lifeguard Fees:

#### Proposed fees effective with approval:

**\$325 per participant, NON Resident**

**\$295 each sibling (NON-Resident)**

**\$225 per participant, RESIDENT**

#### Current Fee:

\$300

\$275

\$200

*\*Non-resident fee is equal as the next lowest agency.*