

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

**MAY 2, 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, Mayor Breeze gave the Inspiration.

The 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, Karl H. Berger, Deputy City Attorney; Carmen Nichols, Deputy City Manager; Robert Albertson, Interim Chief of Police; Alvin Burrell, Interim Finance Director; Chris Theisen, Public Works Director; Gabby Basua Housing Program Manager, Michele Kostenuik City Clerk.

**AGENDA:**

The Council Members had previously received copies of the Agenda.

Interim City Manager John Baker requested Item 5.C., presentation by Ventura County Animal Services, be pulled from the Agenda as they were unable to attend.

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

**PRESENTATIONS:**

- A. PROCLAMATION HONORING THE VALOR OF BRYANNA LEON FOR RESCUING A 7 YEAR OLD GIRL AT KIDDIE BEACH  
Action: Present proclamation.

Mayor Breeze made remarks and presented a proclamation to Bryann Leon. Port Hueneme High School Principal and Council Members commented on Ms. Leon's valor.

B. THE PORT OF HUENEME

Action: Kristen Decas, CEO & Director will provide an update regarding The Port of Hueneme and Oxnard Harbor District.-

Kristen Decas, CEO and Director of the Port of Hueneme and Oxnard Harbor District spoke and presented information regarding the status of the Port. Council Members made comments and asked questions.

C. PRESENTATION AND APPROVAL OF A PERFORMANCE IMPROVEMENT AGREEMENT WITH THE CALIFORNIA JOINT POWERS INSURANCE AUTHORITY (CJPIA)

Action: Adopt Resolution No. 4136 accepting Joint Powers Insurance Authority (CJPIA) Performance Improvement Plan agreement with the City of Port Hueneme.

Jonathan Shull, CEO of the California Joint Powers Insurance Authority presented the Performance Improvement Plan for the City of Port Hueneme. Comments were made by Council Members.

The following persons requested to speak:

1. Steven Gama, Port Hueneme  
Commented about risk management issues and CJPIA. He provided a copy of a risk management plan to the Council.
2. Ellis Green, Port Hueneme  
Commented about risk management issues and CJPIA.
3. Richard Nick, Port Hueneme  
Made general comments regarding the City.

Council Member Schnopp, seconded by Mayor Pro Tem Sharkey, moved to approve the recommendation as presented. 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.

D. VENTURA COUNTY ANIMAL SERVICES

Action: Representatives from the Ventura County Animal Services

(VCAS) will explain the increase in costs and billing for their services.

(Item was removed from the Agenda, VCAS present at a following meeting.)

**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. Martin Jones, Port Hueneme  
Commented on waste water plant issues.
2. Casey Graham, Port Hueneme  
City of Port Hueneme Assistant Head Lifeguard/Jr. Lifeguard Program Coordinator requested Council to support National Beach Safety Week by proclamation.
3. Steven Gama, Port Hueneme  
Commented in support of the lifeguard program.
4. Isabel DeMula, Port Hueneme  
Grand Juror, commented about volunteering for the County of Ventura Grand Jury.
5. Tracy Sisson Phillips, CEO Hueneme Chamber of Commerce  
Announced upcoming events in the community.
6. Norm Plott, Division Fire Chief of Ventura County Protection Fire District  
Commented on water rescue that occurred at Hueneme Beach on May 1, 2016.

**CONSENT AGENDA:**

- A. APPROVAL OF MINUTES  
Action: It is recommended the City Council approve the Minutes of the April 18, 2016 Regular Meeting.
- B. CASH DISBURSEMENTS RATIFICATION  
Action: It is recommended the City Council ratify the cash disbursements listing for the period April 9, 2016 through April 22, 2016.
- C. U.S. GOVERNMENT LICENSE FOR A BUS SHELTER ON PLEASANT VALLEY ROAD WEST OF VENTURA ROAD  
Action: It is recommended the City Council authorize the Interim City Manager to execute a License with the U.S. Government, granting the City the right to construct, operate, and maintain a bus shelter serving westbound bus service.

- D. CONTRACT AWARD FOR THE VENTURA ROAD BIKEWAY UPGRADES PROJECT  
Action: It is recommended the City Council award a contract in the amount of \$73,790.00 to Draper Construction for the project entitled: Ventura Road Bikeway Upgrades.
- E. AUTHORIZE THE SOLE SOURCE PURCHASE OF SEWER MANHOLE REHABILITATION MATERIALS  
Action: It is recommended the City Council authorize the sole source purchase of Sauereisen Sewer Gard® manhole rehabilitation materials, from J.A. Crawford Co., in the amount \$26,000.
- F. AMENDMENT NO. 2 TO VENTURA COUNTY PROBATION AGENCY AGREEMENT NO. 1156  
Action: It is recommended the City Council authorize the Interim City Manager to execute Amendment No. 2 to Ventura County Probation Agency Agreement for Work Release Labor Including Transportation and Supervision by County (Agreement No. 1156).

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

## **NEW BUSINESS**

- A. RESOLUTIONS OF INTENTION TO ORDER THE LEVY AND COLLECTION OF THE ANNUAL ASSESSMENTS FOR ASSESSMENT DISTRICT NO. 87-1, ASSESSMENT DISTRICT NO. 91-1, AND ASSESSMENT DISTRICT NO. 95-3; AND FIXING A TIME AND PLACE FOR A PUBLIC HEARING FOR HEARING OBJECTIONS THEREON.  
Action: It is recommended the City Council adopt three resolutions, the titles of which are as follows:

### RESOLUTION NO.4137

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF PORT HUENEME, CALIFORNIA, INITIATING PROCEEDINGS FOR AND DECLARING ITS INTENTION TO ORDER THE LEVY AND COLLECTION OF ASSESSMENTS FOR THE "LIGHTING MAINTENANCE ASSESSMENT DISTRICT NO. 87-1" FOR THE FISCAL YEAR BEGINNING JULY 1, 2016, AND ENDING JUNE 30, 2017; AND FIXING A TIME AND PLACE FOR A PUBLIC HEARING FOR HEARING OBJECTIONS THEREON

RESOLUTION NO. 4138

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF PORT HUENEME, CALIFORNIA, INITIATING PROCEEDINGS FOR AND DECLARING ITS INTENTION TO ORDER THE LEVY AND COLLECTION OF ASSESSMENTS FOR THE "PARKWAY AND MEDIAN ASSESSMENT DISTRICT NO. 91-1" FOR THE FISCAL YEAR BEGINNING JULY 1, 2016, AND ENDING JUNE 30, 2017; AND FIXING A TIME AND PLACE FOR A PUBLIC HEARING FOR HEARING OBJECTIONS THEREON

RESOLUTION NO. 4139

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF PORT HUENEME, CALIFORNIA, INITIATING PROCEEDINGS FOR AND DECLARING ITS INTENTION TO ORDER THE LEVY AND COLLECTION OF ASSESSMENTS FOR THE "PORT HUENEME DRAINAGE MAINTENANCE ASSESSMENT DISTRICT NO. 95-3" FOR THE FISCAL YEAR BEGINNING JULY 1, 2016, AND ENDING JUNE 30, 2017; AND FIXING A TIME AND PLACE FOR A PUBLIC HEARING FOR HEARING OBJECTIONS THEREON

Deputy City Attorney, Karl Berger introduced the item and the Public Works Director, Chris Theisen gave an overview and stated the public hearing is to be set for June 6, 2016. Discussion ensued among Council and staff.

Council Member Hensley, seconded by Mayor Pro Tem Sharkey, moved to approve the staff recommendation as presented. 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.

**CITY MANAGER REPORTS/COMMENTS:**

A. CAMPAIGNING OVERVIEW

Action: It is recommended that the City Council receive and file this report.

Deputy City Attorney, Karl Berger summarized the report regarding campaigning

during Council meetings.

Mayor Pro Tem Sharkey seconded by Council Member Schnopp, moved to receive and file report as presented. The motion carried 5-0.

**B. CITY MANAGER RECRUITMENT BROCHURE**

Action: It is recommended the City Council review the proposed recruitment brochure for a permanent City Manager and approve it for production and publication.

The Interim City Manager, John Baker presented and requested input on the most recent updated draft City Manager recruitment brochure produced by Avery Associates. Discussion ensued among Council.

Council Member Figg seconded by Council Member Hensley moved to authorize and submit brochure to the recruiter. The motion carried 5-0.

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

Council Member Schnopp made comments about the Amgen Bike Tour that will be coming through the City this month.

Council Member Hensley commented on recent events he has attended on behalf of the City.

Mayor Pro Tem Sharkey commented on various events in the community.

Mayor Breeze commented on Ventura County Transportation Commission, half cent sales tax, and the new president of the Friends of the Port Hueneme Library.

**CONTINUATION OF OPEN FORUM:**

The following person requested to speak:

1. Ellis Green, Port Hueneme  
Commended on positive work of the Director of Public Works, Chris Theisen.

**CLOSED SESSION:** None.

**ADJOURNMENT:**

Mayor Breeze, without objection, adjourned the meeting at 8:52 p.m. to the next Regular Meeting to be held May 16, 2016 at 6:30 p.m. in the City Council Chamber (Closed Session at 6:00 p.m.).

Respectfully submitted,

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Michele Kostenuik  
City Clerk

APPROVED:

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MAYOR BREEZE