

**OXNARD HARBOR DISTRICT
BOARD MEETING
MINUTES**

MONDAY, JUNE 13, 2016

Dr. Manuel M. Lopez, President

Arlene Fraser, Vice President

Jason T. Hodge, Secretary

Mary Anne Rooney, Commissioner

Jess Herrera, Commissioner

The regular Board meeting of the Oxnard Harbor District, Board of Harbor Commissioners was called to order by President Manuel Lopez at 5:30 p.m. on Monday, June 13, 2016 at 333 Ponomo Street, Port Hueneme, California. Following the Pledge of Allegiance, roll call was taken.

ROLL CALL

Present: Commissioners Herrera, Hodge, Lopez and Rooney

Absent: Fraser

SPECIAL ORDERS

1. **Consideration of Resolution No. 1157, A Resolution of the Board of Harbor Commissioners of the Oxnard Harbor District In support of the Ventura County Transportation Measure Investment/Expenditure Plan**

Motion to approve Resolution No. 1157, A Resolution of the Board of Harbor Commissioners of the Oxnard Harbor District in support of the Ventura County Transportation Measure Investment/Expenditure Plan, Commissioner Herrera; Seconded, Commissioner Hodge.

The vote was as follows by roll call:

AYES: Commissioners Herrera, Hodge, Lopez and Rooney

NOES: None

ABSENT: Fraser

President Lopez declared the motion carried.

2. **Consideration of Resolution No. 1158, A Resolution of the Board of Harbor Commissioners of the Oxnard Harbor District Calling for an Election to be Held on November 8, 2016 for the Purpose of Electing Two Harbor Commissioners**

Motion to approve Resolution No. 1158, A Resolution of the Board of Harbor Commissioners of the Oxnard Harbor District calling for an election to be held on November 8, 2016 for the purpose of electing two Harbor Commissioners, Commissioner Hodge; Seconded, Commissioner Herrera.

The vote was as follows by roll call:

AYES: Commissioners Herrera, Hodge, Lopez and Rooney

NOES: None

ABSENT: Fraser

President Lopez declared the motion carried.

3. **Consideration of Resolution No. 1159, A Resolution of the Board of Harbor Commissioners of the Oxnard Harbor District Requesting the Board of Supervisors of the County of Ventura to Order Consolidation of the Oxnard Harbor District Election With Statewide Elections to be Held on November 8, 2016**

Motion to approve Resolution No. 1159, A Resolution of the Board of Harbor Commissioners of the Oxnard Harbor District requesting the Board of Supervisors of the County of Ventura to order consolidation of the Oxnard Harbor District election with Statewide elections to be held on November 8, 2016, Commissioner Hodge; Seconded, Commissioner Herrera.

The vote was as follows by roll call:

AYES: Commissioners Herrera, Hodge, Lopez and Rooney

NOES: None

ABSENT: Fraser

President Lopez declared the motion carried.

4. **Consideration of Resolution No. 1160, A Resolution of the Board of Harbor Commissioners of the Oxnard Harbor District Honoring Captain Jennifer F. Williams for Her Service, Achievements and Contributions to the Port of Hueneme, Ventura County and The United States Coast Guard**

Motion to approve Resolution No. 1160, A Resolution of the Board of Harbor Commissioners of the Oxnard Harbor District honoring Captain Jennifer F. Williams for her service, achievements and contributions to the Port of Hueneme, Ventura County and the United States Coast Guard, Commissioner Rooney; Seconded, Commissioner Hodge.

The vote was as follows by roll call:

AYES: Commissioners Herrera, Hodge, Lopez and Rooney

NOES: None

ABSENT: Fraser

President Lopez declared the motion carried.

ANNUAL BUDGETS WITH PUBLIC HEARING

1. Oxnard Harbor District presentation of the Final Budgets of the Oxnard Harbor District Operating Budget, Capital Outlay Plan, and Debt Service Schedule;

a. Staff Report on Final Budgets

Mr. Palomares provided an update on the Final Budget.

b. Opening of a Public Hearing: This is an opportunity for the public to provide comments on the District's Operating Budget, Capital Outlay Plan and Debt Schedule for Fiscal Year 2016-2017 prior to the Board taking action on the Final Operating Budget, Capital Outlay Plan and Debt Schedule for Fiscal Year 2016-2017

Motion to open the Public Hearing on the District's Operating Budget, Capital Outlay Plan and Debt Schedule for Fiscal Year 2016-2017, Commissioner Herrera; Seconded, Commissioner Rooney.

The vote was as follows:

AYES: Commissioners Herrera, Hodge, Lopez and Rooney

NOES: None

ABSENT: Fraser

President Lopez declared the motion carried.

No public comment or input was offered, either in writing or in person.

c. Close Public Hearing

Motion to close the Public Hearing on the District's Operating Budget, Capital Outlay Plan and Debt Schedule for Fiscal Year 2016-2017, Commissioner Hodge; Seconded, Commissioner Herrera.

The vote was as follows by roll call:

AYES: Commissioners Herrera, Hodge, Lopez and Rooney

NOES: None

ABSENT: Fraser

President Lopez declared the motion carried.

2. Consideration of Resolution No. 1161 - A Resolution of the Board of Harbor Commissioners of the Oxnard Harbor District Approving and Adopting the Final Versions of the Fiscal Year 2016-2017 Operating Budget, Capital Outlay Plan and Debt Schedule

Motion to approve Resolution No. 1161 - A Resolution of the Board of Harbor Commissioners of the Oxnard Harbor District approving and adopting the final versions of the Fiscal Year 2016-2017 Operating Budget, Capital Outlay Plan and Debt Schedule, Commissioner Rooney; Seconded, Commissioner Hodge.

The vote was as follows by roll call:

AYES: Commissioners Herrera, Hodge, Lopez and Rooney

NOES: None

ABSENT: Fraser

President Lopez declared the motion carried.

3. Consideration of Resolution No. 1162, A Resolution of the Board of Harbor Commissioners of the Oxnard Harbor District Establishing Salaries for Fiscal Year 2016-2017 for Non-MOU Employees of the Oxnard Harbor District

Motion to approve Resolution No. 1162, A Resolution of the Board of Harbor Commissioners of the Oxnard Harbor District establishing salaries for Fiscal Year 2016-2017 for non-MOU employees of the Oxnard Harbor District, Commissioner Herrera; Seconded, Commissioner Hodge.

The vote was as follows by roll call:

AYES: Commissioners Herrera, Hodge, Lopez and Rooney

NOES: None

ABSENT: Fraser

President Lopez declared the motion carried.

4. Consideration of Fiscal Year 2016-2017 Vendors and Purchase Order Lists

Motion to approve Fiscal Year 2016-2017 Vendors and Purchase Order Lists, Commissioner Hodge; Seconded, Commissioner Herrera.

The vote was as follows:

AYES: Commissioners Herrera, Hodge, Lopez and Rooney

NOES: None

ABSENT: Fraser

President Lopez declared the motion carried.

5. Consideration of Fiscal Year 2016-2017 Calendar of Events

Motion to approve Fiscal Year 2016-2017 Calendar of Events, Commissioner Herrera; Seconded, Commissioner Hodge.

The vote was as follows:

AYES: Commissioners Herrera, Hodge, Lopez and Rooney

NOES: None

ABSENT: Fraser

President Lopez declared the motion carried.

CONSENT AGENDA

1. **Minutes of the Regular Board Meeting of May 23, 2016**
2. **Revised Calendar of Events**
3. **2016 Oxnard Harbor District Standing Board & Committee Calendar**
4. **Consideration of Ratification and/or Approval of District Disbursements for the period of May 18, 2016 to June 7, 2016**
5. **Consideration of Additions/Amendments to Vendors and Purchase Order Lists for Fiscal Year 2016-2017**
6. **Consideration of Cancellation of July 11, 2016 Regular Scheduled Board of Harbor Commissioners Meeting**

Motion to approve Consent Items as submitted, Commissioner Rooney; Seconded, Commissioner Hodge.

The vote was as follows:

AYES: Commissioners Herrera, Hodge, Lopez and Rooney

NOES: None

ABSENT: Fraser

President Lopez declared the motion carried.

CEO & PORT DIRECTOR

1. CEO & Port Director's Update

Ms. Kristin Decas gave an update on California Association of Port Authorities (CAPA) and on the AgTC conference.

2. Update on Legislative Advocacy of Townsend Public Affairs and Murray, Montgomery and O'Donnell

Ms. Decas provided an update on legislative items from Townsend Public Affairs and Murray, Montgomery and O'Donnell.

3. Procurement Schedule

The Board received a copy of the Oxnard Harbor District's Procurement Schedule.

4. Policy Schedule

The Board received a copy of the Oxnard Harbor District's Policy Schedule.

BOARD COMMUNICATION

The Commissioners reported on meetings attended over the past month and upcoming meetings for June 2016. Commissioner Hodge noted the attendance and participation at both the Coastal Trident and Lifeguard events. Commissioner Rooney thanked Will Berg for his ambassadorship at the Maritime Museum.

MARKETING AND FOREIGN TRADE ZONE SERVICES

1. Report on Upcoming Activities

The Board received the report on upcoming community events.

2. Press Report

The Board received the report on press pertaining to the District.

CHIEF OPERATIONS OFFICER

1. Chief Operations Officer's Update

Mr. Demers noted the Port would be using Joint Use funds for lot repaving.

CHIEF FINANCE & ADMINISTRATIVE OFFICER REPORT

1. Chief Finance & Administrative Officer's Update

Mr. Palomares noted no items to update.

2. Repeal of Oxnard Harbor District Administrative Policy No. 5320.IE, Personnel Listing of the Oxnard Harbor District

Motion to repeal Oxnard Harbor District's Administrative Policy No. 5320.IE, Personnel Listing of the Oxnard Harbor District, Commissioner Rooney; Seconded, Commissioner Herrera.

The vote was as follows:

AYES: Commissioners Herrera, Hodge, Lopez and Rooney

NOES: None

ABSENT: Fraser

President Lopez declared the motion carried.

3. Receive an update on the status and performance of the District's investment in the VCRC from the Chief Finance & Administrative Officer. Discuss as appropriate and provide direction to staff for potential future agenda items

Mr. Palomares gave an update on the District's investment in the Ventura County Railroad Company. Mr. Palomares noted updates to the Commissioners will be provided at the Board of Harbor Commissioner's meeting on a quarterly basis.

BOARD OF HARBOR COMMISSIONERS COMMENTS

None.

COMMITTEE REPORTS

None.

PUBLIC COMMENT

Mr. Jim Hensley thanked Commissioner Hodge for his sponsorship and donation for the Lifeguard event. Mr. Hensley also noted Will Berg's presentations at the Port Hueneme museum.

ADJOURN UNTIL AFTER THE SPECIAL BOARD MEETING OF THE BOARD OF DIRECTORS OF THE VENTURA COUNTY RAILWAY COMPANY, LLC (VCRC) – 6:25 P.M.

Motion to adjourn to the Special Board Meeting of the Board of Directors of the Ventura County Railway Company, LLC, with the Board of Harbor Commissioners sitting in their capacity as VCRC Board members, Commissioner Rooney; Seconded, Commissioner Herrera.

The vote was as follows by roll call:

AYES: Commissioners Herrera, Hodge, Lopez and Rooney

NOES: None

ABSENT: Fraser

President Lopez declared the motion carried.

The meeting of the Board of VCRC was conducted in accordance with the agenda of that special meeting, duly posted in accordance with applicable provisions of the Ralph M. Brown Act.

RECONVENE TO THE REGULAR BOARD MEETING OF THE OXNARD HARBOR DISTRICT – 6:52 P.M.

Motion to reconvene to the Regular Board Meeting of the Board of Harbor Commissioners, Commissioner Rooney; Seconded, Commissioner Herrera.

The vote was as follows by roll call:

AYES: Commissioners Herrera, Hodge, Lopez and Rooney

NOES: None

ABSENT: Fraser

President Lopez declared the motion carried.

CLOSED SESSION

General Counsel Ruben Duran announced two items will be discussed in Closed Session pursuant to Government Code Section 54957.6 conference with labor negotiators and 54956.8 conference with real property negotiators, as listed on the duly-posted agenda.

Following Closed Session, Mr. Duran announced that the Board provided direction to staff on the item with no reportable action, and that Commissioner Fraser was not present for and did not participate in the discussion on either item.

ADJOURNMENT

There being no further business to come before the Board, President Lopez moved to adjourn the meeting. Meeting adjourned at 8:05 p.m.

Respectfully Submitted,

Michelle Kinnun
Executive Aide/Clerk of the Board