

**OXNARD HARBOR DISTRICT
BOARD MEETING
MINUTES**

Monday, March 27, 2017

Jason T. Hodge, President

Mary Anne Rooney, Vice President

Jess Herrera, Secretary

Manuel M. Lopez, Commissioner

Jess Ramirez, Commissioner

The regular Board meeting of the Oxnard Harbor District, Board of Harbor Commissioners was called to order by President Jason Hodge at 5:30 p.m. on Monday, March 27, 2017 at 333 Ponomo Street, Port Hueneme, California. Following the Pledge of Allegiance, roll call was taken.

ROLL CALL

Present: Commissioners Herrera, Hodge, Lopez, Ramirez and Rooney

Absent: None

SPECIAL ORDERS

None

CONSENT AGENDA

1. **Minutes of the Regular Board Meeting of March 13, 2017**
2. **Fiscal Year 2016-2017 Calendar of Events**
3. **2017 Oxnard Harbor District Standing Board & Committee Calendar**
4. **Consideration of Ratification and/or Approval of District Disbursements for the period of March 07, 2017 to March 21, 2017**

Motion to approve Consent Agenda as submitted, Commissioner Rooney; Seconded, Commissioner Herrera.

The vote was as follows:

AYES: Commissioners Herrera, Hodge, Lopez, Ramirez and Rooney

NOES: None

ABSENT: None

President Hodge declared the motion carried.

CEO & PORT DIRECTOR

1. CEO & Port Director's Report

Ms. Kristin Decas gave an update on items of interest to the Board of Harbor Commissioners including updates on the World Trade Event on May 17, 2017 and the Maritime Advanced Systems Technology (MAST) Open House on May 24, 2017.

2. Procurement Schedule

The Board received a copy of the Oxnard Harbor District's Procurement Schedule. Ms. Decas noted the upcoming projects.

3. Legislative Update

Ms. Decas gave an update on legislation to the Board of Harbor Commissioners.

BOARD COMMUNICATION

Commissioner Herrera noted attendance at the Port Hueneme Chamber of Commerce Luncheon and the Port Hueneme City Council meeting.

CHIEF COMMERCIAL OFFICER

None.

MARKETING AND FOREIGN TRADE ZONE SERVICES

1. Report on Upcoming Activities

Mr. Berg reported to the Board on upcoming community events.

2. Consideration of Participation in Ignite 2017 as a Tabletop Exhibitor

Motion to approve participation in Ignite 2017 as a tabletop exhibitor in an amount not to exceed \$800, Commissioner Rooney; Seconded, Commissioner Herrera.

The vote was as follows:

AYES: Commissioners Herrera, Hodge, Lopez, Ramirez and Rooney

NOES: None

ABSENT: None

President Hodge declared the motion carried.

CHIEF OPERATIONS OFFICER

1. Consideration of Sole Source Approval for Bodagger Enterprises, Inc. for Fence Repairs

Motion to approve sole source approval for Bodagger Enterprises, Inc. for fence repairs in an amount not to exceed \$30,000 and to direct staff to recover the monies spent from the customer at fault, Commissioner Rooney; Seconded, Commissioner Herrera.

The vote was as follows by roll call:

AYES: Commissioners Herrera, Hodge, Lopez, Ramirez and Rooney

NOES: None

ABSENT: None

President Hodge declared the motion carried.

DEPUTY EXECUTIVE DIRECTOR, CFO/CAO

1. Chief Finance & Administrative Officer's Update – Oral

Mr. Andrew Palomares updated the Board of Harbor Commissioners on items of interest including the recruitment process for three new positions in project management, marketing and public information.

BOARD OF HARBOR COMMISSIONERS COMMENTS

None.

PUBLIC COMMENT

None.

CLOSED SESSION

On Closed Session agenda item M.1 Anticipated Litigation, The Board of Harbor Commissioners received a briefing from the General Counsel and the CEO regarding one potential matter of litigation to be initiated. The Board provided direction to the General Counsel and the CEO, with no reportable action taken.

On Closed Session agenda items M.2 and M.3, The Board of Harbor Commissioners received a briefing on a potential land transaction involving the noted parcels. The Board provided direction to its real estate negotiator, the CEO, with no reportable action taken.

ADJOURNMENT

There being no further business to come before the Board, President Hodge moved to adjourn the meeting to the next regular meeting. Meeting adjourned at 7:19 p.m.

Respectfully Submitted,

Michelle Kinnun
Executive Aide/Clerk of the Board