

**OXNARD HARBOR DISTRICT
BOARD MEETING
MINUTES**

Monday, May 22, 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 T. Hodge at 5:30 p.m. on Monday, May 22, 2017 at 333 Ponomo Street, Port Hueneme, California. Following the Pledge of Allegiance, roll call was taken.

ROLL CALL

Present: Commissioners Hodge, Herrera, Ramirez and Rooney

Absent: Commissioner Lopez

Commissioner Rooney arrived at 5:40 p.m.

SPECIAL ORDERS

1. **Consideration of Resolution No. 1172, A Resolution of the Board of Harbor Commissioners of the Oxnard Harbor District Adopting the Preliminary Operating Budget, Capital Outlay Plan, and Debt Schedule for the Fiscal Year 2017-2018 and Setting a Public Hearing for Adoption of the Final Budget**

Mr. Andrew Palomares and Mr. Austin Yang gave a presentation to the Board of Harbor Commissioners on the preliminary budget.

Motion to approve Resolution No. 1172, a Resolution of the Board of Harbor Commissioners of the Oxnard Harbor District adopting the Preliminary Operating Budget, Capital Outlay Plan, and Debt Schedule for the Fiscal Year 2017-2018 and to set a Public Hearing for adoption of the final budget, Commissioner Rooney; Seconded, Commissioner Ramirez.

The vote was as follows:

AYES: Commissioners Hodge, Herrera, Ramirez and Rooney

NOES: None

ABSENT: Commissioner Lopez

President Hodge declared the motion carried.

CONSENT AGENDA

1. **Minutes of the Regular Board Meeting of May 08, 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 May 02, 2017 to May 18, 2017**

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

The vote was as follows:

AYES: Commissioners Hodge, Herrera, Ramirez and Rooney

NOES: None

ABSENT: Commissioner Lopez

President Hodge declared the motion carried.

CEO & PORT DIRECTOR

1. **CEO & Port Director's Update**

Ms. Kristin Decas gave an update on items of interest to the Board of Harbor Commissioners including updates on Port Security FEMA grants and Shoreside power retrofits.

2. **Procurement Schedule**

The Board received a copy of the Oxnard Harbor District's Procurement Schedule. Ms. Decas noted the upcoming projects noting the camera installation bids close on May 26, 2017 and request for proposals has been posted on the dredging project.

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 to the Board including commending Robin Campos for her role in reviewing over 370 applications that the Port received for the recent open position. Robin successfully reviewed all the applications, scheduled interviews and assisted in the interview process for the Port.

2. **Notification of 7th Consecutive Finance Award Received from the Government Finance Officers Association (GFOA) For "Certification of Achievement for Excellence In Financial Reporting"**

Mr. Palomares noted the Port of Hueneme received its 7th GFOA Finance Award for excellence in financial reporting. Ms. Decas congratulated Mr. Palomares and the Finance Department for their hard work.

BOARD COMMUNICATION

Commissioner Ramirez noted his and Commissioner Herrera's attendance at the AAPA Commissioners Seminar. Commissioner Rooney attended and the World Trade Week event and noted the event was well attended.

CHIEF COMMERCIAL OFFICER

1. Report on Upcoming Activities

Ms. Lacayo reported to the Board on upcoming community events.

2. Press Report

Ms. Lacayo updated the Board on recent press regarding the District.

CHIEF OPERATIONS OFFICER

1. Chief Operations Officer's Update – Oral

Ms. Christina Birdsey updated the Board of Harbor Commissioners on items of interest to the Board including project updates on the Del Monte switchgear, high mast lighting and the shorepower plug.

BOARD OF HARBOR COMMISSIONERS COMMENTS

Commissioner Rooney noted the County had approved the overweight permit issue and thanked the staff in all their efforts in assisting. Commissioner Rooney noted her speaking at an upcoming webinar for the California Special Districts Association (CSDA) to highlight educational programs.

COMMITTEE REPORTS

Commissioner Rooney noted at the Finance Committee staff gave a presentation on the proposed budget and timelines that the Board of Harbor Commissioners received tonight. Commissioner Herrera noted the Operations Committee went over the proposed Capitol budget.

PUBLIC COMMUNICATIONS

None

CLOSED SESSION

1. Conference with Legal Counsel – Anticipated Litigation Pursuant to Government Code section 54956.9

The Board of Harbor Commissioners received an update from Legal Counsel concerning a matter of potential litigation. The Board provided direction with no further reportable action.

ADJOURNMENT

There being no further business to come before the Board, President Rooney Hodge moved to adjourn the meeting to the next regular meeting on June 12, 2017 or call of the President.

Meeting adjourned at 6:34 p.m.

Respectfully Submitted,

Michelle Kinnun

Executive Aide/Clerk of the Board