

**OXNARD HARBOR DISTRICT
BOARD MEETING
MINUTES**

MONDAY, JULY 25, 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, July 25, 2016 at 333 Ponomo Street, Port Hueneme, California. Following the Pledge of Allegiance, roll call was taken.

ROLL CALL

Present: Commissioners Herrera, Fraser and Lopez

Absent: Commissioners Hodge and Rooney

CONSENT AGENDA

1. **Minutes of the Regular Board Meeting of June 13, 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 June 07, 2016 to July 20, 2016**
5. **Consideration of Additions/Amendments to Vendors and Purchase Order Lists for Fiscal Year 2016-2017**

Motion to approve Consent Items as submitted, Commissioner Fraser; Seconded, Commissioner Herrera.

The vote was as follows:

AYES: Commissioners Herrera, Fraser and Lopez

NOES: None

ABSENT: Commissioners Hodge and Rooney

President Lopez declared the motion carried.

CEO & PORT DIRECTOR

1. Procurement Schedule

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

2. 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 July 2016. Commissioner Herrera noted he attended the United Fresh Conference.

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. Consideration of Professional Services Agreement Between the Oxnard Harbor District and Rincon Consultants for Preparation of Berth Deepening Project's CEQA Documentation

Motion to approve Professional Services Agreement between the Oxnard Harbor District and Rincon Consultants for preparation of berth deepening project's CEQA documentation, in an amount not to exceed \$70,000, Commissioner Herrera; Seconded, Commissioner Fraser.

The vote was as follows:

AYES: Commissioners Herrera, Fraser and Lopez

NOES: None

ABSENT: Commissioners Hodge and Rooney

President Lopez declared the motion carried.

2. Consideration of Professional Services Agreement Between the Oxnard Harbor District and AECOM for Engineering Services: Pavement Improvement Project

Motion to approve Professional Services Agreement between the Oxnard Harbor District and AECOM for engineering services: Pavement Improvement Project, in an amount not to exceed \$189,760, Commissioner Herrera; Seconded, Commissioner Fraser.

The vote was as follows:

AYES: Commissioners Herrera, Fraser and Lopez

NOES: None

ABSENT: Commissioners Hodge and Rooney

President Lopez declared the motion carried

3. Consideration of Professional Services Agreement Between the Oxnard Harbor District and AECOM for Program Management Services

Motion to approve Professional Services Agreement between the Oxnard Harbor District and AECOM for Program Management Services, in an amount not to exceed \$175,000, Commissioner Herrera; Seconded, Commissioner Fraser.

The vote was as follows:

AYES: Commissioners Herrera, Fraser and Lopez

NOES: None

ABSENT: Commissioners Hodge and Rooney

President Lopez declared the motion carried

4. Consideration for Approval of Service Agreement with Datastew LLC for Information Technology Support and Upgrades

Motion to approve Service Agreement with Datastew LLC for information technology support and upgrades, in an amount not to exceed \$200,000, Commissioner Fraser; Seconded, Commissioner Herrera.

The vote was as follows:

AYES: Commissioners Herrera, Fraser and Lopez

NOES: None

ABSENT: Commissioners Hodge and Rooney

President Lopez declared the motion carried

5. Consideration of Approval for Service Agreement with Global Trade & Technology for Coastal Trident and Mast Planning and Execution

Motion to approve Service Agreement with Global Trade & Technology for Coastal Trident and Mast planning and execution, Commissioner Herrera; Seconded, Commissioner Fraser.

The vote was as follows:

AYES: Commissioners Herrera, Fraser and Lopez

NOES: None

ABSENT: Commissioners Hodge and Rooney

President Lopez declared the motion carried

CHIEF FINANCE & ADMINISTRATIVE OFFICER REPORT

No Items

BOARD OF HARBOR COMMISSIONERS COMMENTS

None.

COMMITTEE REPORTS

Commissioner Jess Herrera reported out on the Government and Public Affairs Committee. Commissioner Herrera noted the Committee spoke about the upcoming meeting with the CEO & Port Director with Townsend Public Affairs and noted future meetings with key players will be scheduled for the Committee to attend. He also noted the review of legislative bills provided by Townsend.

PUBLIC COMMENT

Ms. Tracy Sisson-Phillips updated the Board of Harbor Commissioners on Port Hueneme Chamber activities.

CLOSED SESSION

No items.

ADJOURNMENT

There being no further business to come before the Board, President Lopez moved to adjourn the meeting. Meeting adjourned at 5:51 p.m.

Respectfully Submitted,

Michelle Kinnun
Executive Aide/Clerk of the Board