

**OXNARD HARBOR DISTRICT
BOARD MEETING
MINUTES
MONDAY, AUGUST 24, 2015**

Jess Herrera, President

Dr. Manuel M. Lopez, Vice President

Arlene Fraser, Secretary

Jason T. Hodge, Commissioner

Mary Anne Rooney, Commissioner

The regular Board meeting of the Oxnard Harbor District, Board of Harbor Commissioners was called to order by President Jess Herrera at 5:30 p.m. on Monday, August 24, 2015 at 333 Ponoma Street, Port Hueneme, California. Following the Pledge of Allegiance, roll call was taken.

ROLL CALL

Present: Commissioners Fraser, Herrera, Lopez and Rooney

Absent: Hodge

CONSENT AGENDA

1. **Minutes of the Regular Board Meeting of August 10, 2015 (Motion)**
2. **Revised Calendar of Events (Motion)**
3. **2015 Oxnard Harbor District Standing Board & Committee Calendar (Information)**
4. **Consideration of Ratification and/or Approval of District Disbursements for the period of August 6, 2015 to August 18, 2015 (Information)**

Motion to approve the Consent Agenda Items 1 through 4 as submitted, Commissioner Rooney; Seconded, Commissioner Fraser.

The vote was as follows:

AYES: Commissioners Fraser, Herrera, Lopez and Rooney

NOES: None

ABSENT: Commissioner Hodge

President Herrera declared the motion carried.

CEO & PORT DIRECTOR

1. CEO & Port Director's Update

Ms. Kristin Decas updated the Board of Harbor Commissioners on the award of the EDA grant; the upcoming Family Fun event and upcoming meetings with Senators Brownley, Lara and a visit from MARAD.

2. Procurement Schedule

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

3. 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 September 2105. Commissioners Fraser and Rooney also reported on the APP conference in Taiwan and thanked Mr. Will Berg for all of his assistance.

BUSINESS DEVELOPMENT

1. Consideration of Consulting Agreement Between Oxnard Harbor District and Lindberg Consulting APS

Motion to approve the Consulting Agreement between Oxnard Harbor District and Lindberg Consulting APS, Commissioner Rooney; Seconded, Commissioner Fraser.

The vote was as follows:

AYES: Commissioners Fraser, Herrera, Lopez and Rooney

NOES: None

ABSENT: Commissioner Hodge

President Herrera declared the motion carried.

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 REPORT

1. Chief Operations Officer's Update - Oral

Mr. Demers gave an update to the Board.

2. Consideration for Approval of Award for the Security Gate Project

Commissioner Rooney expressed her disappointment in not receiving the information on the Award for the Security Gate project prior to the Board meeting.

Motion to approve the Award for the Security Gate project in the amount of \$27,649 to Fence Factory, Commissioner Fraser; Seconded, Commissioner Lopez.

The vote was as follows:

AYES: Commissioners Fraser, Herrera, and Lopez

NOES: Commissioner Rooney

ABSENT: Commissioner Hodge

President Herrera declared the motion carried.

3. Consideration for Approval of Award for Modification to Lighting Enhancements Project

Commissioner Rooney expressed her disappointment in not receiving the information on the Award for Modification to Lighting Enhancements project prior to the Board meeting.

Motion to approve the Award for Modification to Lighting Enhancements project in the amount of \$28,750, Commissioner Fraser; Seconded, Commissioner Lopez.

The vote was as follows:

AYES: Commissioners Fraser, Herrera, and Lopez

NOES: Commissioner Rooney

ABSENT: Commissioner Hodge

President Herrera declared the motion carried.

CHIEF FINANCE & ADMINISTRATIVE OFFICER REPORT

1. Chief Finance & Administrative Officer's Update

Mr. Palomares gave an update to the Board.

2. Treasurer Reports

Motion to approve the Treasurers report for the month of June 2015, Commissioner Rooney; Seconded, Commissioner Fraser.

The vote was as follows:

AYES: Commissioners Fraser, Herrera, Lopez and Rooney

NOES: None

ABSENT: Hodge

President Herrera declared the motion carried.

3. Consideration of Modification of Policy #12340 Employee Performance Evaluation

This item was pulled for further review.

BOARD OF HARBOR COMMISSIONERS COMMENTS

None.

PUBLIC COMMENT

No public comment.

ADJOURNMENT

There being no further business to come before the Board, President Herrera moved to adjourn the meeting. Meeting adjourned at 6:00 p.m.

Respectfully Submitted,

Michelle Kinnun
Executive Aide/Clerk of the Board