

**OXNARD HARBOR DISTRICT
BOARD MEETING
MINUTES
MONDAY, SEPTEMBER 12, 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, September 12, 2016 at 333 Ponomo Street, Port Hueneme, California. Following the Pledge of Allegiance, roll call was taken.

ROLL CALL

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

Absent: None

SPECIAL ORDERS

1. Presentation by Mike Conroy and Consideration to Oppose the Designation of California Offshore Marine Monuments that Prohibit Fishing Under the Antiquities Act

Mr. Mike Conroy gave a presentation on a proposal to create a marine protected area, the effects of the prohibition of fishing under the Antiquities Act and Magnuson-Stevens Fishery Conservation and Management Act current management.

Motion to approve a letter of support to oppose the designation of California Offshore Marine Monuments that prohibit fishing under the Antiquities Act, Commissioner Herrera; Seconded, Commissioner Rooney.

The vote was as follows:

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

NOES: None

ABSENT: None

President Lopez declared the motion carried.

2. Consideration of Casting Vote for the Special District Alternate Member of the Ventura Local Agency Formation Commission

Motion to cast vote for Mr. Mike Mishler as the Special District Alternate Member of the Ventura Local Agency Formation Commission, Commissioner Rooney; Seconded, Commissioner Fraser.

The vote was as follows:

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

NOES: None

ABSENT: None

President Lopez declared the motion carried.

CONSENT AGENDA

- 1. Minutes of the Regular Board Meeting of August 22, 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 August 15, 2016 to September 6, 2016**

Commissioner Rooney asked that Item 4, Consideration of Ratification and/or Approval of District Disbursements for the period of August 15, 2016 to September 6, 2016, be pulled for discussion.

Commissioner Rooney wanted to clarify the \$25,000, listed under the Ratification for Disbursements, for the Port of Hueneme Banana Festival, Inc. is part of the \$50,000 being requested to approve by the Board of Harbor Commissioners and not an additional \$25,000. Ms. Kristin Decas confirmed the total amount requested to be approved for sponsorship to the Port of Hueneme Banana Festival, Inc. would be \$50,000 in total.

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

The vote was as follows:

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

NOES: None

ABSENT: None

President Lopez declared the motion carried.

CEO & PORT DIRECTOR

1. CEO & Port Director's Update - Oral

Ms. Kristin Decas gave an update of items of interest to the Board of Harbor Commissioners including details on the upcoming Banana Festival.

2. Update on Legislative Advocacy of Townsend Public Affairs

Ms. Kristin Decas updated the Board of Harbor Commissioners on current legislation including Townsend Public Affairs tracking of legislation on AB2170, an update on HMT in the House and Senate and the Port working with Ventura County Transportation Commission on a joint letter for comments on National Multimodal Freight Network.

3. Procurement Schedule

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

4. Community Campaign

Ms. Kristin Decas and Ms. Kellie Meehan of Searle Creative gave an update on the Community Campaign to the Board of Harbor Commissioners. The Board of Harbor Commissioners provided input and requested additional information on the campaign.

BOARD COMMUNICATION

The Commissioners reported on meetings attended over the past month and upcoming meetings for September 2016.

BUSINESS DEVELOPMENT

1. Consideration of Approval of Ground Lease Agreement Between the Oxnard Harbor District and Wallenius Wilhelmsen Logistics

Commissioner Fraser recused herself from the room as an employee of Wallenius Wilhelmsen Logistics.

Motion to approve Ground Lease Agreement between the Oxnard Harbor District and Wallenius Wilhelmsen Logistics, Commissioner Rooney; Seconded, Commissioner Hodge.

The vote was as follows:

AYES: Commissioners Herrera, Hodge, Lopez and Rooney

NOES: None

ABSENT: None

RECUSED: Commissioner Fraser

President Lopez 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

1. Chief Operations Officer's Update – Oral

Mr. John Demers updated the Board of Harbor Commissioners on items of interest including cargo numbers and year-end cargo numbers are still being reviewed for accuracy.

2. Consideration to Authorize the CEO to Execute an Agreement Between Oxnard Harbor District and Encompass Consultant Group, Inc. for the Design of GAP Area Parking Lot Improvements Funded by the U.S. Navy Long Term Maintenance Reserve Fund

Motion to authorize the CEO to execute an agreement between Oxnard Harbor District and Encompass Consultant Group, Inc. for the design of GAP Area Parking Lot Improvements to be funded by the U.S. Navy Long Term Maintenance Reserve Fund, Commissioner Hodge; Seconded, Commissioner Rooney.

The vote was as follows:

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

NOES: None

ABSENT: None

President Lopez declared the motion carried.

3. Consideration to Authorize the CEO to Execute an Agreement Between Oxnard Harbor District and Lucci & Associates Inc. for the Design of Wharf-4 Lighting Improvements Funded 100% by the Joint Use Agreement Fund

Motion to authorize the CEO to execute an agreement between Oxnard Harbor District and Lucci & Associates Inc. for the design of Wharf-4 Lighting Improvements funded by the Joint Use Agreement Fund, Commissioner Rooney; Seconded, Commissioner Fraser.

The vote was as follows:

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

NOES: None

ABSENT: None

President Lopez declared the motion carried.

4. Consideration of Professional Services Agreement Between the Oxnard Harbor District and AECOM for Engineering Services: Berth-3 Deepening 30% Design

Motion to approve Professional Services Agreement between the Oxnard Harbor District and AECOM for engineering services: Berth-3 Deepening 30% Design, in an amount not to exceed \$30,000, Commissioner Rooney; Seconded, Commissioner Fraser.

The vote was as follows:

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

NOES: None

ABSENT: None

President Lopez declared the motion carried.

President Lopez asked Vice President Fraser to proceed as acting President for the remainder of the meeting, due to President Lopez having a hard time hearing during the meeting.

5. Authorization to Proceed with MOU with Ventura County Sheriff's Office and Purchase of Equipment

Motion to proceed with MOU with Ventura County Sheriff's office and purchase of equipment, \$50,671 reimbursed through Port Security Grant funds and \$16,890 cost share through CapX funds, Commissioner Herrera; Seconded, Commissioner Hodge.

The vote was as follows:

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

NOES: None

ABSENT: None

Vice President Fraser declared the motion carried.

CHIEF FINANCE & ADMINISTRATIVE OFFICER REPORT

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

Mr. Andrew Palomares noted that the Districts health care open enrollment has started and that the auditors are on target for the audit report in October.

2. Consideration of Sponsorship of the Annual Banana Festival Through Payment to Non-profit Port of Hueneme Banana Festival, Inc.

Mr. Andrew Palomares noted the total sponsorship would be \$50,000, \$25,000 that was authorized through the CEO & Port Director under her spending authority and an additional \$25,000 for a total of \$50,000 in sponsorship funds. Legal Counsel noted there was no conflict of interest in sponsorship of the festival.

Motion to sponsor the annual Banana Festival through payment to Non-profit Port of Hueneme Banana Festival, Inc. in an amount not to exceed \$50,000, Commissioner Hodge; Seconded, Commissioner Herrera.

The vote was as follows:

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

NOES: None

ABSENT: None

Vice President Fraser declared the motion carried.

BOARD OF HARBOR COMMISSIONERS COMMENTS

None.

COMMITTEE REPORTS

Commissioner Rooney reported out on the Special Events Committee and noted items of discussion included an update on Banana Festival and its value to the community and the logistics of new service calls.

Commissioner Hodge reported out on the Operations Committee and noted discussion on the deepening project.

Commissioner Herrera reported out on the Government & Public Affairs Committee and noted discussions on the Water Resources Development Act (WRDA), Fisheries in Hueneme and the request for the CEO & Port Director to attend a City Council meeting on the disbursement of Community Development funds.

PUBLIC COMMENT

None.

CLOSED SESSION

General Counsel Ruben Duran announced Item 2 on the Closed Session Agenda, Evaluation of the CEO & Port Director, would not be discussed due to the late hour and will be added to a future agenda when all Commissioners would be able to attend the entire meeting and closed session.

General Counsel Ruben Duran announced one item would be discussed in Closed Session pursuant to Government Code Section 54957.6 conference with labor negotiators, as listed on the duly-posted agenda.

Following Closed Session, Mr. Duran announced that the Board had received an update on pending negotiations with SEIU and had provided its negotiators further instructions.

ADJOURNMENT

There being no further business to come before the Board, Vice President Fraser moved to adjourn the meeting. Meeting adjourned at 8:31 p.m.

Respectfully Submitted,

Michelle Kinnun
Executive Aide/Clerk of the Board