

**OXNARD HARBOR DISTRICT
BOARD MEETING
MINUTES
MONDAY, DECEMBER 14, 2015**

Jess Herrera, President

Dr. Manuel M. Lopez, Vice President
Jason T. Hodge, Commissioner

Arlene Fraser, Secretary
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, December 14, 2015 at 333 Ponoma Street, Port Hueneme, California. Following the Pledge of Allegiance, roll call was taken.

ROLL CALL

Present: Commissioners Fraser, Herrera, Hodge, Rooney and Lopez (Commissioner Lopez arrived at 5:35 pm)
Absent: None

CONSENT AGENDA

1. **Minutes of the Regular Board Meeting of November 23, 2015**
2. **Revised Calendar of Events**
3. **2015 Oxnard Harbor District Standing Board & Committee Calendar**
4. **Consideration of Ratification and/or Approval of District Disbursements for the period of November 17, 2015 to December 8, 2015**

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

The vote was as follows:

AYES: Commissioners Fraser, Herrera Hodge, and Rooney

NOES: None

ABSENT: Commissioner Lopez

President Herrera declared the motion carried.

Commissioner Lopez arrived at 5:35 p.m.

SPECIAL ORDERS

1. **Presentation of the District's Fiscal Year Ended 6-30-15 Performance Results and presentation of the Annual Audit by the District's Auditors**

Mr. Andrew Palomares and Mr. Ken Pun of the Pun Group gave a presentation on the annual audit. At time of the Board meeting, the Comprehensive Annual Financial Report (CAFR) was not ready for distribution.

2. Consideration to Cancel the Regular Board Meeting of Monday, December 28, 2015

Motion to cancel the regular Board meeting of Monday, December 28, 2015, Commissioner Rooney; Seconded, Commissioner Fraser.

The vote was as follows:

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

NOES: None

ABSENT: None

President Herrera declared the motion carried.

CEO & PORT DIRECTOR

1. CEO & Port Director's Update

Ms. Kristin Decas noted the upcoming events including the Employee Recognition event, the Holiday Open House and CEO training. Ms. Decas also noted Chiquita has fully moved operations to the 3rd street location.

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.

3. Legislative Update

Ms. Decas noted updated legislation including that the Federal Government passed the FAST Act.

4. Consideration for Approval Amendment to Consulting Agreement with Lindberg Consulting

Ms. Lacayo and Mr. Lindberg discussed the amendment to the consulting agreement. Commissioner Rooney noted the foreign license and the license requirements for California.

Motion to approve amendment to consulting agreement with Lindberg Consulting on condition all California licensing requirements are met, Commissioner Rooney; Seconded, Commissioner Hodge.

The vote was as follows:

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

NOES: None

ABSENT: None

President Herrera declared the motion carried.

BOARD COMMUNICATION

The Commissioners reported on meetings attended over the past month and upcoming meetings for December 2105.

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.

3. Consideration to Sponsor the Association of Pacific Ports Winter Conference

Motion to Sponsor the Association of Pacific Ports Winter Conference in the amount of \$1,000, Commissioner Hodge; Seconded, Commissioner Fraser.

The vote was as follows:

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

NOES: None

ABSENT: None

President Herrera declared the motion carried.

4. Consideration to Sponsor the Agriculture Transportation Coalition Annual Meeting

Motion to Sponsor the Agriculture Transportation Coalition Annual Meeting in the amount of \$3,500, Commissioner Rooney; Seconded, Commissioner Fraser.

The vote was as follows:

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

NOES: None

ABSENT: None

President Herrera declared the motion carried.

CHIEF OPERATIONS OFFICER REPORT

1. Chief Operations Officer's Update - Oral

Mr. Demers gave an update to the Board of Harbor Commissioners.

2. Consideration for Approval of Schneider Electric Maintenance Agreement for Shore Power Equipment

Motion to approve Schneider Electric Maintenance Agreement for Shore Power Equipment, Commissioner Lopez; Seconded, Commissioner Rooney.

The vote was as follows:

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

NOES: None

ABSENT: None

President Herrera declared the motion carried.

3. Consideration of Resolution to Authorize the Energy Coalition to Apply for Energy Efficiency Loan from the California Energy Commission

Motion to approve Resolution 1155 to Authorize the Energy Coalition to Apply for Energy Efficiency Loan from the California Energy Commission, Commissioner Rooney; Seconded, Commissioner Hodge.

The vote was as follows:

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

NOES: None

ABSENT: None

President Herrera declared the motion carried.

CHIEF FINANCE & ADMINISTRATIVE OFFICER REPORT

1. Chief Finance & Administrative Officer's Update

Mr. Palomares updated the Board of Harbor Commissioners.

2. Treasurers Report

Motion to approve the September 2015 Treasurers Report as submitted, Commissioner Hodge; Seconded, Commissioner Rooney.

The vote was as follows:

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

NOES: None

ABSENT: None

President Herrera declared the motion carried.

BOARD OF HARBOR COMMISSIONERS COMMENTS

No Comments

COMMITTEE REPORTS

No Comments

PUBLIC COMMENT

No Comments

CLOSED SESSION

The Board discussed matters outlined on the agenda. General Counsel Duran noted no reportable action.

ADJOURNMENT

There being no further business to come before the Board, Secretary Fraser moved to adjourn the meeting. Meeting adjourned at 7:25 p.m.

Respectfully Submitted,

Michelle Kinnun

Executive Aide/Clerk of the Board