

OXNARD HARBOR DISTRICT MINUTES

MONDAY, JANUARY 25, 2010

Raymond E. Fosse, President

Michael A. Plisky, Vice President

Manuel M. Lopez, Commissioner

Jess Herrera, Secretary

Jesse J. Ramirez, Commissioner

The regular meeting of the Oxnard Harbor District, Board of Harbor Commissioners was called to order by President Raymond E. Fosse at 5:00 p.m. on Monday, January 25, 2010, at 333 Ponomo Street, Port Hueneme, California. Following the Pledge of Allegiance, roll call was taken.

ROLL CALL:

Present: Commissioners Fosse, Herrera, Lopez, and Plisky
Absent: Commissioner Ramirez

PUBLIC COMMUNICATIONS:

Mr. Michael Karmelich, representing NYKCool, commented on his concerns regarding the proposed Oxnard Harbor District Trash Bin and Waste Materials Policy. Mr. Karmelich read a letter from Mr. Mark Greaves, on behalf of Chiquita, who also expressed concerns to the Trash Bin and Waste Materials Policy.

CONSENT AGENDA:

1. Minutes

RECOMMENDATION

Approve the minutes of the meeting of January 11, 2010.

Commissioner Plisky moved to approve the recommendation. Commissioner Herrera seconded. The vote was as follows:

AYES: Commissioners Fosse, Herrera, Lopez, and Plisky
NOES: None
ABSENT: Commissioner Ramirez

President Fosse declared the motion carried.

SPECIAL ORDERS:

1. **Consideration of Resolution No. 1040 – A Resolution of the Board of Harbor Commissioners of the Oxnard Harbor District finding a Categorical Exemption under the California Environmental Quality Act for the addition of a sixth tank to the YARA Leased Premises at the Port of Hueneme.**

RECOMMENDATION

Approve Resolution No. 1040 – A Resolution of the Board of Harbor Commissioners of the Oxnard Harbor District finding a Category Exemption Under the California Environmental Quality Act for the Addition of a Sixth Tank to the YARA Leased Premises at the Port of Hueneme.

The Executive Director reported on and recommended approval of Resolution No. 1040 – A Resolution of the Board of Harbor Commissioners of the Oxnard Harbor District finding a Category Exemption Under the California Environmental Quality Act for the addition of a Sixth Tank to the YARA Leased Premises at the Port of Hueneme.

Commissioner Herrera moved to approve the recommendation. Commissioner Plisky seconded. The vote was as follows:

AYES: Commissioners Fosse, Herrera, Lopez, and Plisky
NOES: None
ABSENT: Commissioner Ramirez

President Fosse declared the motion carried.

2. **Consideration of Resolution No. 1041 – A Resolution of the Board of Harbor Commissioners of the Oxnard Harbor District approving the addition of a sixth tank to the YARA Leased Premises and making appropriate changes to the storage tank configuration of the Leased Premises.**

RECOMMENDATION

Approve Resolution No. 1041 – A Resolution of the Board of Harbor Commissioners of the Oxnard Harbor District approving the addition of a sixth tank to the YARA leased premises and making appropriate changes to the storage tank configuration on the leased premises exhibit.

The Executive Director reported on and recommended approval of Resolution No. 1041 – A Resolution of the Board of Harbor Commissioners of the Oxnard Harbor District approving the addition of a sixth tank to the YARA leased premises and making appropriate changes to the storage tank configuration on the leased premises exhibit.

Commissioner Plisky moved to approve the recommendation. Commissioner Lopez seconded. The vote was as follows:

AYES: Commissioners Fosse, Herrera, Lopez, and Plisky
NOES: None
ABSENT: Commissioner Ramirez

President Fosse declared the motion carried.

3. **Consideration of Resolution No. 1042 – A Resolution of the Board of Harbor Commissioners of the Oxnard Harbor District approving Modification No. 1 to the Coastal Development Permit #1-98 for the addition of a sixth tank to the YARA Leased Premises by modifying Attachment “A” of the Permit.**
RECOMMENDATION

Approve Resolution No. 1042 – A Resolution of the Board of Harbor Commissioners of the Oxnard Harbor District approving Modification No. 1 to the Coastal Development Permit #1-98 for the addition of a sixth tank to the YARA North America Lease Premises by modifying Attachment “A” of the Permit.

The Executive Director reported on and recommended approval of Resolution No. 1042 – A Resolution of the Board of Harbor Commissioners of the Oxnard Harbor District approving Modification No. 1 to the Coastal Development Permit #1-98 for the addition of a sixth tank to the YARA North America Lease Premises by modifying Attachment “A” of the Permit.

Commissioner Herrera moved to approve the recommendation. Commissioner Lopez seconded. The vote was as follows:

AYES: Commissioners Fosse, Herrera, Lopez, and Plisky
NOES: None
ABSENT: Commissioner Ramirez

President Fosse declared the motion carried.

4. **Approval of 2010 Board of Harbor Commissioners Standing Committee Assignments.**
RECOMMENDATION

Approve 2010 Board of Harbor Commissioner Committee Assignments.

President Fosse presented to the Board the 2010 Board of Harbor Commissioner Committee Assignments a copy of which is attached hereto and recommended approval.

Commissioner Plisky moved to approve the recommendation. Commissioner Herrera seconded. The vote was as follows:

AYES: Commissioners Fosse, Herrera, Lopez, and Plisky
NOES: None
ABSENT: Commissioner Ramirez

President Fosse declared the motion carried.

CORRESPONDENCE

1. **Letter from Mr. Kevin Weeks, Director Field Operations, U.S. Customs and Border Protection, RE: Federal Inspection Space at Port of Hueneme.**
RECOMMENDATION
Information.

EXECUTIVE DIRECTOR'S REPORT

1. **Management Staff "To Do List"**
RECOMMENDATION
Information.
2. **Public Relations Roadmap FY 2008-2009**
RECOMMENDATION
Information.
3. **Discussion of the Revised Calendar of Events for FY 2009-2010**
RECOMMENDATION
Information.

There were no changes to the Calendar of Events.

4. **Consideration of proposed change in Administrative Policy No. 3176 – A Policy of the Board of Harbor Commissioners, Oxnard Harbor District, establishing a "Driving Policy".**
RECOMMENDATION
Presentation and Discussion.

The Executive Director reported on proposed changes to Administrative Policy No. 3176 - Driving Policy. The Executive Director reported that this policy will be placed on the February 8th agenda for discussion and brought back to the Board on February 22nd for approval.

5. **Consideration of proposed new Administrative Policy No. 3178 – A Policy of the Board of Harbor Commissioners, Oxnard Harbor District, establishing a “Trash Bin and Waste Materials” Policy.**

RECOMMENDATION

Presentation and Discussion.

The Executive Director reported on a proposed new Administrative Policy No. 3178 – Trash Bin and Waste Materials Policy. The Executive Director reported that District regulations in the tariff require all cargo handlers and stevedores to have their own trash bins. This is also a requirement of all tenant leases. The Executive Director reported that this policy will be placed on the February 8th agenda for discussion and the February 22nd agenda for approval.

REPORT ON ATTENDANCE AT MEETINGS, ACTIVITIES APPROVED ON THE CALENDAR OF EVENTS, OR CIVIC OR SPECIAL FUNCTIONS

Commissioner Herrera reported on his attendance at the Association of Pacific Ports Mid-Year Conference.

FACILITIES DEVELOPMENT

1. **Capital Outlay Program Status Report and Update**

RECOMMENDATION

Information.

The Director of Facilities Development reported on the status of the TWIC/Main Gate Security Project.

2. **Authorization for staff to proceed with advertisement and solicitation of bids for Wharf #1 Repairs associated with the M/V Otello incident.**

RECOMMENDATION

Authorize the Advertisement for Bids for the Work to “Repair Wharf 1 Damage Caused by Vessel Impact”.

The Director of Facilities Development reported on and recommended the authorization to advertise and solicit bids for the work to “Repair Wharf 1 Damage Caused by Vessel Impact”.

Commissioner Plisky moved to approve the recommendation. Commissioner Lopez seconded. The vote was as follows:

AYES: Commissioners Fosse, Herrera, Lopez, and Plisky

NOES: None

ABSENT: Commissioner Ramirez

President Fosse declared the motion carried.

3. **Authorization for the Executive Director to execute Agreement with Ahtna Engineering for remaining elements of the TWIC/Main Gate Security Project.**

RECOMMENDATION

Authorize the Executive Director to execute an Agreement with Ahtna Engineering for remaining elements of the TWIC/Main Gate Security Project.

The Director of Facilities Development reported on and recommended the Executive Director be authorized to execute an Agreement with Ahtna Engineering for remaining elements of the TWIC/Main Gate Security Project.

Commissioner Plisky moved to approve the recommendation. Commissioner Herrera seconded. The vote was as follows:

AYES: Commissioners Fosse, Herrera, Lopez, and Plisky
NOES: None
ABSENT: Commissioner Ramirez

President Fosse declared the motion carried.

REPORT DEPUTY EXECUTIVE DIRECTOR - ADMINISTRATION

1. **December 2009 Treasurer's Report.**

RECOMMENDATION

Receive.

Commissioner Plisky moved to approve the recommendation. Commissioner Lopez seconded. The vote was as follows:

AYES: Commissioners Fosse, Herrera, Lopez, and Plisky
NOES: None
ABSENT: Commissioner Ramirez

President Fosse declared the motion carried.

2. **Report on M/V Otello Damages and Claims.**

RECOMMENDATION

Information.

The Deputy Executive Director – Administration reported on the status of the M/V Otello damages and claims.

3. **Discussion of “Overview of Proposal, Contract and Scope of Project” for Teambuilding Service for the Oxnard Harbor District with BHI Management Consulting .**

RECOMMENDATION

Information.

The Deputy Executive Director – Administration reported on consultants that have been identified to provide team building training for District staff. One of the providers identified is BHI Management Consulting. The Executive Director recommended that Mr. Ives be asked to attend the next meeting of the Board to respond to questions regarding the training. This proposal will be brought back for discussion at the February 8th Board of Harbor Commissioners Meeting.

MARKETING AND PUBLIC INFORMATION

1. **Report on upcoming District Events.**

RECOMMENDATION

Information.

The Director of Marketing reported on upcoming District Events including the Oxnard Chamber of Commerce Gala on January 30th and the Port Hueneme Chamber of Commerce Breakfast to be held at the Bard Mansion on February 10th.

The Director of Marketing reported on his attendance at the EDC-VC / VCEDA Installation. The EDC-VC announced that Commissioner Fosse would be the District’s representative on the EDC-VC Board and the Director of Marketing was announced as the District’s representative for VCEDA.

MEMBERSHIPS AND SERVICE CONTRACTS

1. **Consideration of Membership / Service Contracts**

RECOMMENDATION

Approve Memberships and Service Contracts for the services and in the amounts shown on the January 25, 2010 Service Contract List. (Service Contracts: Champion Fire Systems - \$975.00)

Commissioner Plisky moved to approve the recommendation. Commissioner Herrera seconded. The vote was as follows:

AYES: Commissioners Fosse, Herrera, Lopez, and Plisky

NOES: None

ABSENT: Commissioner Ramirez

President Fosse declared the motion carried.

DISBURSEMENTS

1. January 25, 2010
RECOMMENDATION

Approve.

Commissioner Ramirez moved to approve the recommendation. Commissioner Plisky seconded. The vote was as follows:

AYES: Commissioners Fosse, Herrera, Lopez, and Plisky

NOES: None

ABSENT: Commissioner Ramirez

President Fosse declared the motion carried.

ADJOURNMENT

There being no further business to come before the Board, Commissioner Plisky moved to adjourn. Commissioner Ramirez seconded the motion.

Meeting adjourned at 5:55 p.m.

Respectfully Submitted,

Bettina L. Schmock
Executive Assistant