

OXNARD HARBOR DISTRICT MINUTES

MONDAY, FEBRUARY 25, 2008

Jess Herrera, President

Nao Takasugi, Vice President
Jesse Ramirez, Secretary

Raymond E. Fosse, Commissioner
Michael A. Plisky, Commissioner

The regular meeting of the Oxnard Harbor District, Board of Harbor Commissioners was called to order by President Jess Herrera at 5:00 p.m. on Monday, February 25, 2008 at 333 Ponomo Street, Port Hueneme, California. Following the Pledge of Allegiance, roll call was taken.

ROLL CALL:

Present: Commissioners Fosse, Herrera, Plisky, Ramirez and Takasugi

CONSENT AGENDA:

1. **Minutes**
RECOMMENDATION
Approve the minutes of the regular meeting of Monday, February 11, 2008.
2. **Revised Calendar of Events for FY 2007-2008**
RECOMMENDATION
Approve revisions and additions as indicated on the District's Calendar of Events for FY 2007-2008.
3. **Approve Sponsorship and Advertisement at the Oxnard Mariachi Festival**
RECOMMENDATION
Approve sponsorship of the Mother's Day Mariachi Festival at the Silver Sponsorship Level at a cost of \$2,500.
4. **Approve Sponsorship of the El Concilio del Condado de Ventura 19th Annual Latino Leadership Awards, March 15, 2008**
RECOMMENDATION
Approve sponsorship of the El Concilio del Condado de Ventura 19th Annual Latino Leadership Awards at the Corporate Sponsor Level at a cost of \$2,500.

5. **Approve Sponsorship of Retirement Dinner for Captain Manny Aschemeyer, Executive Director of the Maritime Exchange, Southern California, March 31, 2008**

RECOMMENDATION

Approve sponsorship of the Retirement Dinner for Captain Manny Aschemeyer, Executive Director of the Marine Exchange, Southern California at the Gold Sponsorship Level at a cost of \$2,500.

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

AYES: Commissioners Fosse, Herrera, Plisky, Ramirez and Takasugi.

NOES: None

GENERAL CORRESPONDENCE

1. **Oxnard Chamber of Commerce Letter dated February 15, 2008**

RECOMMENDATION

Information only.

EXECUTIVE DIRECTOR'S REPORT

1. **Management Staff – “To Do List”**

RECOMMENDATION

Information only.

2. **2007 – 2008 Public Relations Roadmap**

RECOMMENDATION

Information only.

3. **Resolution No. 992 – A Resolution of the Board of Harbor Commissioners of the Oxnard Harbor District Recognizing Mr. Henry L. “Hank” Lacayo for receiving the El Concilio del Condado “Lifetime Achievement Award”.**

RECOMMENDATION

Approve Resolution No. 992.

Commissioner Fosse moved to approve the recommendation. Commissioner Takasugi seconded. The vote was as follows:

AYES: Commissioners Plisky, Ramirez, Herrera, Takasugi, and Fosse

NOES: None

Resolution No. 992 is adopted.

4. **City of Port Hueneme offer for Easements for Sanitary Sewer and Temporary Construction Purposes**

RECOMMENDATION

Approve the easements for the sanitary sewer line and payment in the amount of \$121,000 and authorize the General Manager of the Ventura County Railway Company to execute the documents.

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

AYES: Commissioners Fosse, Herrera, Plisky, Ramirez and Takasugi.

NOES: None

5. **Report and Discussion on Mobile Harbor Crane – Due Diligence**
RECOMMENDATION

Board to consider the companion measures in the following order:

6. (Companion measure to G.5) Consideration of request from Metropolitan Stevedore for lease of terminal space for the erection and storage of a Mobile Harbor Crane (Continued from the January 28, 2008 Agenda).

Public Comments: Mr. John Hampton.

Commissioner Plisky moved to approve the request from Metropolitan Stevedore for lease of terminal space for the erection and storage of a Mobile Harbor Crane. Commissioner Fosse seconded. The vote was as follows:

AYES: Commissioners Fosse, Herrera, Plisky, Ramirez and Takasugi.

NOES: None

7. (Companion measure to G.5) Consideration to authorize the Executive Director to purchase the Mobile Harbor Crane currently being constructed for use at the Port of Hueneme. The Executive Director withdrew this item.

8. (Companion measure to G.5) Consideration of request from Marine Terminals Corporation for lease of terminal space for the erection and storage of a Mobile Harbor Crane.

Commissioner Fosse moved to approve the request from Marine Terminal Corporation for lease of terminal space for the erection and storage of a Mobile Harbor Crane. Commissioner Plisky seconded. The vote was as follows:

AYES: Commissioners Fosse, Herrera, Plisky, Ramirez and Takasugi.

NOES: None

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

1. **Report on attendance at the AAPA Cruise Seminar**

RECOMMENDATION

Information only.

2. **Report on attendance at the CMANC Meeting**

RECOMMENDATION

Information only.

FACILITIES DEVELOPMENT

1. **Consideration of Change Order No. 3 to the Granite Construction Contract for the Shore Protection Repair and Waterfront Access Project.**

RECOMMENDATION

A. Approve Change Order No. 3 to the Contract with Granite Construction Company for the Shore Protection Repair and Waterfront Access as to Contract scope and adding \$26,810.00 to the Contract price and seven (7) calendar days to the Time of Completion. The revised date for completion of all work is therefore March 7, 2008.

B. Authorize the Executive Director to execute the Change Order on behalf of the District.

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

AYES: Commissioners Fosse, Herrera, Plisky, Ramirez and Takasugi

NOES: None

2. **Consideration of Removal of Uninterruptible Power Supply (UPS) and Associated Equipment from District Administration Building.**

RECOMMENDATION

A. Establish a budget of \$40,000 for the removal of interruptible power supply and associated equipment.

B. Authorize a professional services agreement with Lucci & Associates, Inc. in the amount of \$9,500 for electrical design services, production of construction and bid documents, services during bidding, services during construction and

production of as-built construction documents from contractor's drawing mark-ups.

C. Authorize the Executive Director to execute the professional services agreement on behalf of the District.

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

AYES: Commissioners Fosse, Herrera, Plisky, Ramirez, and Takasugi

NOES: None

REPORT DEPUTY EXECUTIVE DIRECTOR – ADMINISTRATION

1. **Consideration of Professional Services Agreement for Actuarial Services needed to comply with Governmental Accounting Standards Board Statement No. 45.**

RECOMMENDATION

Approve the proposal from Nicolay Consulting Group to complete a July 1, 2008 actuarial valuation of post-employment medical, dental, vision and life insurance benefits at a cost not to exceed \$4,900.

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

AYES: Commissioners Fosse, Herrera, Plisky, Ramirez, and Takasugi

NOES: None

2. **January 2008 Treasurer's Report**

RECOMMENDATION

Receive.

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

AYES: Commissioners Fosse, Herrera, Plisky, Ramirez, and Takasugi

NOES: None

BOARD OF HARBOR COMMISSIONERS COMMENTS

Commissioner Plisky requested that a retreat be planned to discuss capital projects.

Commissioner Herrera commented that he felt that the recent Board Retreat was very useful and that we should hold a retreat every quarter.

VENDORS AND PURCHASE ORDERS

1. City of Port Hueneme (Trash Disposal), AT&T (Telephone)
RECOMMENDATION

Approve.

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

AYES: Commissioners Fosse, Herrera, Plisky and Takasugi.

NOES: None

DISBURSEMENTS

1. February 25, 2008
RECOMMENDATION

Approve.

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

AYES: Commissioners Fosse, Herrera, Plisky and Takasugi.

NOES: None

ADJOURNMENT

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

Meeting adjourned at 6:05 p.m.

Respectfully Submitted,

Bettina L. Schmock
Executive Assistant