

OXNARD HARBOR DISTRICT MINUTES

MONDAY, APRIL 25, 2011

Jess Herrera, President

Manuel M. Lopez, Vice President

Jason T. Hodge, Commissioner

Jesse J. Ramirez, Secretary

Mary Anne Rooney, Commissioner

The regular 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, April 25, 2011, at 333 Ponomo Street, Port Hueneme, California. Following the Pledge of Allegiance, roll call was taken.

ROLL CALL:

Present: Commissioners Herrera, Hodge, Lopez, Ramirez and Rooney
Absent: None

PUBLIC COMMENTS: None

CONSENT AGENDA:

1. Minutes

RECOMMENDATION

Approve the minutes of the regular meeting of April 12, 2011.

Commissioner Lopez moved to approve the Consent Agenda. Commissioner Rooney seconded. The vote was as follows:

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

NOES: None

ABSENT: None

President Herrera declared the motion carried.

GENERAL CORRESPONDENCE

1. Correspondence from Anthony Taormina to the Board of Harbor Commissioners regarding employment contract. (Acceptance of Executive Director's notice of non-renewal of contract).

RECOMMENDATION

None

The Executive Director reported that this item was placed on the agenda at the request of Commissioner Rooney through the District's Legal Counsel.

Commissioner Rooney moved to accept Mr. Taormina's letter of his request for non-renewal of his contract and his desire to return to the private sector. Commissioner Ramirez seconded. The vote was as follows:

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

NOES: None

ABSENT: None

President Herrera declared the motion carried.

Mr. Danny Carrillo, SEIU Local 721 Worksite Organizer, commented in favor of acceptance of the Executive Director's letter of non-renewal of contract.

EXECUTIVE DIRECTOR'S REPORT

1. Report from the Executive Director Regarding on-going Projects and Activities at the Oxnard Harbor District
RECOMMENDATION
Information

The Executive Director reported that at the last meeting the Board discussed the impacts of a new residential development on the Port Intermodal Corridor as it relates to prior Agreements between the District and the City of Oxnard. Commissioner Rooney requested that staff prepare a letter to the City of Oxnard making them aware of the Agreement that it has with the District regarding the Port Intermodal Corridor.

SPECIAL ORDERS: 5:45 PM

1. Presentation by Fuji Oil Co., Ltd. And Itochu International Inc. project sponsors for a proposed liquid bulk vegetable oil terminal at the Port of Hueneme's South Terminal and development of an industrial vegetable oil processing facility at 5851 Arcturus in Oxnard, California.
RECOMMENDATION
Information.

The Deputy Executive Director – Administration and Project Manager for the Due Diligence Team reported that the District has been in discussions with Fuji Oil Co., Ltd and Itochu International Inc. regarding a project that entails the importing of unprocessed vegetable oils, storage, transportation, processing and distribution. The project would include property located in the Port and additional District owned property at 5851 Arcturus Avenue in Oxnard.

Mr. Stephen Wesel, Business Development Director for Itochu, presented the Fuji Oil Co., Ltd and Itochu International Inc. project concept for a liquid bulk vegetable oil terminal at the Port of Hueneme's South Terminal and development of an industrial vegetable oil processing facility at 5851 Arcturus in Oxnard, California.

The Executive Director reported that staff will further discuss the project with Fuji Oil and will bring back to the Board for a determination as to whether staff should go forward with developing business terms and conditions.

EXECUTIVE DIRECTOR'S REPORT (Continued)

2. Discussion of Revised Calendar of Events.

RECOMMENDATION

Information.

The Executive Director reported that the California Maritime Leadership Symposium will be held at the Sacramento Convention Center on May 11-12, 2011. Also a special Port Commissioners Luncheon will be held on Wednesday, May 11th.

3. Discussion and direction by members of the Board of Harbor Commissioners regarding Fiscal Year 2011-2012 Operating Budget, Capital Outlay, and Debt Service priorities and objectives.

RECOMMENDATION

Discussion and consideration of action.

The Executive Director discussed the preparation of the Fiscal Year 2011-2012 Operating Budget, Capital Outlay, and Debt Service. The Manager of Financial Services presented a comparison of the District's FY 2007 and the Mid Year Revised FY 2011 Forecast.

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

The Executive Director reported that the District exhibited at the Military Business and Community Expo on April 21st at the Ventura County Office of Education Conference Center in Camarillo.

The Executive Director reported that the District held a Community Transportation Workshop on April 20th at the Oxnard Public Library. The event was attended by approximately twenty-three community leaders and was well received. Commissioner Rooney reported on her attendance at the workshop and expressed her pleasure with the attendance.

Commissioner Rooney reported on her attendance at the Port Hueneme Chamber of Commerce Breakfast where Port Hueneme Police Chief Kathleen Sheehan gave a presentation on safety and crime reports for the City of Port Hueneme.

REPORT DEPUTY EXECUTIVE DIRECTOR – MARITIME SERVICES

1. **Report on the March Cargo Performance – Maritime Services Business Line**
RECOMMENDATION
Information.

The Deputy Executive Director – Maritime Services reported on the cargo performance for the month of March.

FACILITIES DEVELOPMENT

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

REPORT DEPUTY EXECUTIVE DIRECTOR - ADMINISTRATION

1. **Report on Ongoing Projects and Activities Finance and Administration /**
Real Estate Business Line
RECOMMENDATION
Information

The Deputy Executive Director – Administration reported that the District should receive the results of the property appraisals in the next week. The Deputy Executive Director – Administration reported that insurance renewal quotes should be received by the middle of the week.

The Deputy Executive Director – Administration reported Request for Proposals (RFP) for Catering Truck(s) Vending Permit were mailed to twenty-seven mobile catering companies on April 14. The submittals must be received by the District no later than 5:00 pm on June 1, 2011.

Commissioner Rooney commented that the RFP for Mobile Catering should be placed in the Request for Proposal Section on the District's website to facilitate locating the document.

The Deputy Executive Director – Administration reported that Standard and Poor's has confirmed the District's rating of a Triple B.

2. **March 2011 Treasurer's Report**

RECOMMENDATION

Information.

Commissioner Rooney moved to receive. Commissioner Ramirez seconded. The vote was as follows:

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

NOES: None

ABSENT: None

President Herrera declared the motion carried.

MARKETING AND FOREIGN TRADE ZONE SERVICES

1. **Marketing & Public Relations Updates**

RECOMMENDATION

Information.

COMMITTEE REPORTS

1. **Report by staff and Committee members on the Friday, April 15, 2011**

Oxnard Harbor District World Trade Center Ad Hoc Committee.

RECOMMENDATION

Information.

The Deputy Executive Director – Administration reported that a meeting of the Oxnard Harbor District World Trade Center Ad Hoc Committee was held at the District offices on April 15, 2011. The Deputy Executive Director reported that two members of the public were in attendance. The Ad Hoc Committee discussed the concept of a Community Advisory Committee, funding, staffing and organization of the WTC. The Ad Hoc Committee discussed the formulation of a business plan to serve as a guide for its activities. Commissioner Rooney clarified that the Ad Hoc Committee would develop a strategic plan not a business plan.

BOARD OF HARBOR COMMISSIONERS COMMENTS ON DISTRICT ACTIVITIES AND EVENTS

Commissioner Hodge reported on his recent trip to Ireland and his tour of the Port of Dublin. Commissioner Hodge reported that he obtained copies of the Port's Master Plan.

BOARD OF HARBOR COMMISSIONERS COMMENTS

Commissioner Rooney commented that at a recent meeting there was a discussion regarding the protection of the habitat of the Snowy Plover on the central coast. Commissioner Rooney expressed concern of how this might impact the Ports ability to dredge or place dredged materials on the beach. Commissioner Rooney requested staff to look into the issue for further information.

VENDORS AND PURCHASE ORDERS (Less than \$10,000 annually)

1. **Report on vendors and purchase orders for Fiscal Year 2010-2011 in accordance with Oxnard Harbor District Administrative Policy 4205.1B for vendors less than \$10,000 approved by the Executive Director – General.**
RECOMMENDATION

Information.

- FedEx – Modification # 2 in amount of \$ 100.00 – (6410-1000). Current amount approved for this vendor is \$700.00.
- UBM Global Trade – Cost of print advertisement placement in AAPA Seaports of the Americas Annual Magazine, \$2,150.00 (6155-2000)

DISBURSEMENTS

1. **April 25, 2011**
RECOMMENDATION

Approve.

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

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

NOES: None

ABSENT: None

President Herrera declared the motion carried.

President Herrera called for a five minute recess.

CLOSED SESSION

1. **Pursuant to Government Code Section 54957.6 – CONFERENCE WITH LABOR NEGOTIATOR. Agency Negotiator: Anthony J. Taormina. Employee Organization: SEIU, AFL-CIO, CLC, Local 721**

Legal Counsel reported that the Board in Closed Session gave direction to its negotiator Anthony J. Taormina in regards to negotiations with the SEIU Local 721.

2. Pursuant to Government Code Section 54957(b)(1) – PERSONNEL MATTERS – Employment of Anthony J. Taormina after expiration of his current contract and during the transition period before and after appointment of a new Executive Director.

Legal Counsel reported that the Board in Closed Session gave direction to its President, Commissioner Jess Herrera to discuss employment after June 30, 2011 with Anthony J. Taormina. The vote was as follows

AYES: Commissioners Herrera, Hodge, Lopez, and Ramirez

NOES: Commissioner Rooney

ABSENT: None

Motion carried four votes to one.

ADJOURNMENT

There being no further business to come before the Board, Commissioner Hodge moved to adjourn the meeting. Commissioner Ramirez seconded the motion. Meeting adjourned at 8:45 p.m.

Respectfully Submitted,

Bettina L. Schmock
Executive Assistant