

**OXNARD HARBOR DISTRICT
MINUTES**

MONDAY, APRIL 26, 2010

Raymond E. Fosse, President

Michael A. Plisky, Vice President
Jess Herrera, Secretary

Manuel M. Lopez, Commissioner
Jesse J. Ramirez, Commissioner

The regular meeting of the Oxnard Harbor District, Board of Harbor Commissioners was called to order by Vice President Michael A. Plisky at 5:00 p.m. on Monday, April 26, 2010, at 333 Ponomo Street, Port Hueneme, California. Following the Pledge of Allegiance, roll call was taken.

ROLL CALL:

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

PUBLIC COMMUNICATIONS:

Ms. Mary Anne Rooney discussed the upcoming EDC-VC World Trade Week Summit to be held at the Limoneira Ranch on May 20th.

CONSENT AGENDA:

1. **Minutes**
RECOMMENDATION
Approve the minutes of the regular meeting of April 12, 2010.

2. **Final Approval of a Professional Services Contract with Anchor QEA, L.P. to provide on call environmental services.**
RECOMMENDATION
Approve the Scope of Work for On-Call Environmental Services with Anchor QEA, L.P. for services commencing May 1, 2010 and expiring June 30, 2011.

3. **Approval of Modification Two to Department of the Navy Government License N6247307RP00050 for continued use of Wharves 4, 5, A & 6 and landing craft loading ramp with related assembly at Naval Base Ventura County.**
RECOMMENDATION
Approve Modification Two to Department of the Navy Government License N6247307RP00050 for continued use of Wharves 4, 5, A & 6 and landing craft loading ramp with related assembly at Naval Base Ventura County.

4. **Approval of Modification #2 to E-2 Manage Tech Professional Services Agreement for implementation of CARB Non-Compliant Truck Reporting System (Trucker Outreach and Webinar).**

RECOMMENDATION

Approve Modification #2 to Professional Services Agreement with E2 Manage Tech for services to assist the Oxnard Harbor District with the Non-Compliance Truck Program associated with the California Air Resources Board.

Commissioner Herrera moved to approve the Consent Agenda. Commissioner Ramirez seconded. The vote was as follows:

AYES: Commissioners Herrera, Lopez, Plisky and Ramirez

NOES: None

ABSENT: Commissioner Fosse

Vice President Plisky declared the motion carried.

SPECIAL ORDERS

1. **Consideration of Resolution No. 1044 – A Resolution of the Board of Harbor Commissioners of the Oxnard Harbor District Calling for an Election to be held on November 2, 2010 for the Purpose of Electing Three Harbor Commissioners.**

RECOMMENDATION

Approve Resolution No. 1044 – A Resolution of the Board of Harbor Commissioners of the Oxnard Harbor District Calling for an Election to be held on November 2, 2010 for the Purpose of Electing Three Harbor Commissioners.

The Executive Director reported on and recommended approval of Resolution No. 1044 – A Resolution of the Board of Harbor Commissioners of the Oxnard Harbor District Calling for an Election to be held on November 2, 2010 for the Purpose of Electing Three Harbor Commissioners.

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

AYES: Commissioners Herrera, Lopez, Plisky and Ramirez

NOES: None

ABSENT: Commissioner Fosse

Vice President Plisky declared the motion carried.

2. **Consideration of Resolution No. 1045 – A Resolution of the Board of Harbor Commissioners of the Oxnard Harbor District Requesting the Board of Supervisors of the County of Ventura to Order Consolidation of the Oxnard Harbor District Election with Statewide Elections to be held on November 2, 2010.**

RECOMMENDATION

Approve Resolution No. 1045 – A Resolution of the Board of Harbor Commissioners of the Oxnard Harbor District requesting the Board of Supervisors of the County of Ventura to Order Consolidation of the Oxnard Harbor District Election with Statewide Elections to be held on November 2, 2010.

The Executive Director reported on and recommended approval of Resolution No. 1045 – A Resolution of the Board of Harbor Commissioners of the Oxnard Harbor District requesting the Board of Supervisors of the County of Ventura to Order Consolidation of the Oxnard Harbor District Election with Statewide Elections to be held on November 2, 2010.

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

AYES: Commissioners Herrera, Lopez, Plisky and Ramirez

NOES: None

ABSENT: Commissioner Fosse

Vice President Plisky declared the motion carried.

CORRESPONDENCE

1. **City of Port Hueneme City Council/Redevelopment Agency April 26, 2010 Special Meeting Agenda**

RECOMMENDATION

Information.

The Executive Director reported that the Director of Marketing and Public Information would be attending this meeting and will report back to the Board.

2. **Report from Murray, Montgomery and O'Donnell regarding February/March AAPA and CMANC visit activities**

RECOMMENDATION

Information.

The Executive Director reported that Mr. O'Donnell prepared the report as a follow-up to the AAPA/CMANC meetings attended by delegates from the District. The Executive Director indicated that all visits were attended by no more than two members of the Board.

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.
4. **Consideration of Resolution No. 1046 – A Resolution of the Board of Harbor Commissioners of the Oxnard Harbor District Nominating Commissioner Manuel M. Lopez to fill California Special District Association Seat B in Region 5 for the 2010-2013 term.**
RECOMMENDATION
Approve Resolution No. 1046 – A Resolution of the Board of Harbor Commissioners of the Oxnard Harbor District Nominating Commissioner Manuel M. Lopez to fill California Special District Association Seat B in Region 5 for the 2010-2013 Term.

The Executive Director reported that the Board at its last meeting nominated Commissioner Lopez to fill CSDA Seat B in Region 5 for the 2010-2013 Term. The Executive Director recommended approval of Resolution No. 1046 – A Resolution of the Board of Harbor Commissioners of the Oxnard Harbor District Nominating Commissioner Manuel M. Lopez to fill California Special District Association Seat B in Region 5 for the 2010-2013 Term.

Commissioner Ramirez moved to approve. Commissioner Herrera seconded. The vote was as follows:

AYES: Commissioners Herrera, Lopez, Plisky and Ramirez

NOES: None

ABSENT: Commissioner Fosse

Vice President Plisky declared the motion carried.

5. **Consideration of Resolution No. 1047 – A Resolution of the Board of Harbor Commissioners of the Oxnard Harbor District requesting to designate the Oxnard Harbor District an Adminstrating Agency for the Los Angeles/Inland Empire Trade Corridor for the Administration of the Proposition 1B Goods Movement Emission Reduction Program.**

RECOMMENDATION

Authorize the Executive Director to proceed with an application to the ARB as an Administering Agency for the Proposition 1B Goods Movement Emission Reduction Program in the Los Angeles / Inland Empire Trade Corridor and authorize the President and Secretary to execute Resolution No. 1047 in a form that complies with the ARB Local Agency Project Application regulations.

The Executive Director reported on and recommended approval of Resolution No. 1047 in a form that complies with the ARB Local Agency Project Application regulations.

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

AYES: Commissioners Herrera, Lopez, Plisky and Ramirez

NOES: None

ABSENT: Commissioner Fosse

Vice President Plisky declared the motion carried.

6. **Consideration of Modification/Task Order #2 to the AECOM professional services agreement to proceed with cost analysis on implementation of shore side power.**

RECOMMENDATION

Approve Modification / Task Order #2 for professional services associated with the April 13, 2010 proposal in the amount of \$17,000.

The Executive Director reported on and recommended approval of Modification /Task Order #2 for professional services associated with the April 13, 2010 proposal in the amount of \$17,000.

Commissioner Herrera moved to approve. Commissioner Ramirez seconded. The vote was as follows:

AYES: Commissioners Herrera, Lopez, Plisky and Ramirez

NOES: None

ABSENT: Commissioner Fosse

Vice President Plisky declared the motion carried.

REPORT DEPUTY EXECUTIVE DIRECTOR – MARITIME SERVICES

1. Consideration of request to solicit proposals and to authorize the Executive Director to purchase a new District work vehicle.

RECOMMENDATION

Authorize the Maintenance Manager to solicit proposals from dealers for an alternative fuel vehicle suitable for District uses and to authorize the Executive Director to execute the purchase and sales agreement at a cost-not-to-exceed \$34,000.

The Manager of Maintenance reported on and recommended the authorization of the Executive Director to execute the purchase and sales agreement for an alternative fuel vehicle at a cost-not-to-exceed \$34,000.

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

AYES: Commissioners Herrera, Lopez, Plisky and Ramirez

NOES: None

ABSENT: Commissioner Fosse

Vice President Plisky declared the motion carried.

FACILITIES DEVELOPMENT

1. Capital Outlay Program Status Report and Update

RECOMMENDATION

Information.

2. Consideration of Phase #3 TWIC/Main Gate Security Project, authorization for Executive Director to solicit bids for Phase #3-A of the TWIC/Main Gate Security Project and finding that the TWIC/Main Gate Security Project is categorically exempt from CEQA pursuant to Section 15302 of the Guidelines for implementing CEQA.

RECOMMENDATION

Approve Phase #3 (A) TWIC/Main Gate Security Project, Authorization for Executive Director to solicit bids for Phase #3 (A) of the TWIC/Main Gate Security Project and finding that the TWIC/Main Gate Security Project is categorically exempt from CEQA pursuant to Section 15302 of the Guidelines for implementing CEQA.

The Director of Facilities Development reported on and recommended approval of Phase #3 (A) TWIC/Main Gate Security Project, Authorization for Executive Director to solicit bids for Phase #3 (A) of the TWIC/Main Gate Security Project and finding that the TWIC/Main Gate Security Project is categorically exempt from CEQA pursuant to Section 15302 of the Guidelines for implementing CEQA.

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

AYES: Commissioners Herrera, Lopez, Plisky and Ramirez

NOES: None

ABSENT: Commissioner Fosse

Vice President Plisky declared the motion carried.

REPORT DEPUTY EXECUTIVE DIRECTOR - ADMINISTRATION

1. March 2010 Treasurer's Report

RECOMMENDATION

Receive.

Commissioner Ramirez moved to approve. Commissioner Herrera seconded. The vote was as follows:

AYES: Commissioners Herrera, Lopez, Plisky and Ramirez

NOES: None

ABSENT: Commissioner Fosse

Vice President Plisky declared the motion carried.

2. Consideration of Revised Proposal for Staff Teambuilding and Commission Direction for the Oxnard Harbor District.

RECOMMENDATION

Authorize the Executive Director to sign the revised proposal for Staff Teambuilding and Commission Direction dated April 2010 from BHI Proposal Management Consulting.

The Deputy Executive Director – Administration reported on and recommended approval to authorize the Executive Director to sign the revised proposal for Staff Teambuilding and Commission Direction dated April 2010 from BHI Proposal Management Consulting.

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

AYES: Commissioners Herrera, Lopez, and Plisky

NOES: Commissioner Ramirez

ABSENT: Commissioner Fosse

Vice President Plisky declared the motion carried.

MARKETING AND PUBLIC INFORMATION

1. Report on upcoming District Events.

RECOMMENDATION

Information.

COMMITTEE REPORTS

1. Business Services Committee meeting April 6, 2010.

RECOMMENDATION

Information.

The Executive Director reported that a meeting of the Business Services Committee was held on April 6, 2010 to review Resolution No. 1005.

MEMBERSHIPS AND SERVICE CONTRACTS

1. Ratification of Professional Services Agreement with iLANCO Environmental, LLC to Provide assistance with Proposition 1 B Grant Application for Shore-Side Power.

RECOMMENDATION

Ratify and approve professional services agreement with iLANCO Environmental LLC for services in association with the Proposition 1 B Grant Application for Shore-Side Power (April 20, 2010).

The Executive Director reported on and recommended ratification and approval of professional services agreement with iLANCO Environmental LLC for services in association with the Proposition 1 B Grant Application for Shore-Side Power (April 20, 2010).

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

AYES: Commissioners Herrera, Lopez, Plisky and Ramirez

NOES: None

ABSENT: Commissioner Fosse

Vice President Plisky declared the motion carried.

BOARD OF HARBOR COMMISSIONER COMMENTS

Commissioner Herrera inquired as to the new location of the TWIC Enrollment Center and card replacement procedure. The Deputy Executive Director – Maritime services responded that the TWIC Enrollment Center is located at 674 County Square Drive, Suite 303E, Ventura, CA. To obtain a new or replacement card the applicant must apply at the TWIC Enrollment Center.

DISBURSEMENTS

1. April 26, 2010
RECOMMENDATION

Approve.

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

AYES: Commissioners Herrera, Lopez, Plisky and Ramirez

NOES: None

ABSENT: Commissioner Fosse

Vice President Plisky declared the motion carried.

ADJOURNMENT

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

Meeting adjourned at 5:35 p.m.

Respectfully Submitted,

Bettina L. Schmock
Executive Assistant