

**OXNARD HARBOR DISTRICT  
MINUTES**

**MONDAY, DECEMBER 14, 2009**

**Jesse Ramirez, President**

**Raymond E. Fosse, Vice President**

**Jess Herrera, Commissioner**

**Michael A. Plisky, Secretary**

**Manuel M. Lopez, Commissioner**

The regular meeting of the Oxnard Harbor District, Board of Harbor Commissioners was called to order by President Jesse Ramirez at 5:00 p.m. on Monday, December 14, 2009 at 333 Ponomo Street, Port Hueneme, California. Following the Pledge of Allegiance, roll call was taken.

**ROLL CALL:**

Present: Commissioners Fosse, Herrera, Lopez, Plisky and Ramirez  
Absent: None

**CONSENT AGENDA:**

**1. Minutes**

**RECOMMENDATION**

Approve the minutes of the meeting of November 23, 2009.

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

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

President Ramirez declared the motion carried.

**SPECIAL ORDERS**

**1. Consideration of Resolution No. 1038 – A Resolution of the Board of Harbor Commissioners, Oxnard Harbor District, recognizing the contribution of Joe Di Massa, Vice President Yusen Terminals Inc., to the Oxnard Harbor District.**

**RECOMMENDATION**

Approve Resolution No. 1038 – A Resolution of the Board of Harbor Commissioners, Oxnard Harbor District, recognizing Mr. Joe Di Massa, Vice President, Yusen Terminals Inc., on his retirement and for his outstanding contribution to the Port of Hueneme and the Oxnard Harbor District.

The Executive Director reported on and recommended approval of Resolution No. 1038.

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

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

President Ramirez declared the motion carried.

**2. Consideration of Resolution No. 1039 – A Resolution of the Board of Harbor Commissioners, Oxnard Harbor District, recognizing the contribution of Mr. Salim Murr, National Manager, Vehicle Distribution Center, BMW of North America to the Oxnard Harbor District.**

**RECOMMENDATION**

Approve Resolution No. 1039 – A Resolution of the Board of Harbor Commissioners, Oxnard Harbor District, recognizing Mr. Salim Murr, National Manager, Vehicle Distribution Center, BMW of North America for his outstanding contribution to the Port of Hueneme and the Oxnard Harbor District.

The Executive Director reported on and recommended approval of Resolution No. 1039.

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

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

President Ramirez declared the motion carried.

**CORRESPONDENCE**

**1. December 1, 2009 Request from Yara North America, Inc., to build a new 250,000 gallon tank within the containment wall area to store non-hazardous Urea-32%. (Authorize the District staff to proceed with project review and CEQA evaluation for future consideration by the Board of Harbor Commissioners.)**

**RECOMMENDATION**

Authorize the District staff to proceed with project review and CEQA evaluation for future consideration by the Board of Harbor Commissioners of the proposed Yara request to add a sixth tank to the Leased Premises for the import of Urea-32%.

The Executive Director reported on a request from Yara to add a sixth tank to the Leased Premises for the import of Urea 32%.

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

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

President Ramirez declared the motion carried.

## **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 2008-2009**  
**RECOMMENDATION**  
Consider revisions to the Calendar of Events to include events for participation by members of the Board of Harbor Commissioners that are in the public interest or promote the business of the Harbor District.

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

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

President Ramirez declared the motion carried.

4. **Recognition for 2008 and 2009 Outstanding Performance Employees and approval of Outstanding Achievement Awards for 2008 - 2009**  
**RECOMMENDATION**  
Approve the Outstanding Performance Cash Awards to the 2008 and 2009 Outstanding Performance Employees.

The Executive Director reported that the Finance Department was chosen as the 2008 Outstanding Performance Employees for their outstanding work and collaboration on

developing a new Operating Budget Financial and Management Information System. The recipients were Andrew Palomares, Manager of Financial Services, Virginia Lajom, Senior Accountant, and Gabriella Sabo, Staff Accountant. The Executive Director reported that Nick Neilson, Manager of Maintenance was chosen as the 2009 Outstanding Performance Employee for his work in implementing programs within the Maintenance Program Budget to increase revenues and reduce expense. The Executive Director recommended approval of the Outstanding Performance Cash Awards to the 2008 and 2009 Outstanding Performance Employees.

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

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

President Ramirez declared the motion carried.

**5. Consideration of Modification #2 to the Oxnard Harbor District 2009-2010 Port Security Capital Program**

**RECOMMENDATION**

Approve Modification #2 to the 2009-2010 Capital Plan for Port Security Projects.

The Executive Director reported on and recommended approval of Modification #2 to the Oxnard Harbor District 2009-2010 Port Security Capital Program. Commissioner Fosse asked that the staff reports contain fewer abbreviations and be more descriptive.

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

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

President Ramirez declared the motion carried.

**6. Consideration of Task Order #6 with Moffatt-Nichol for professional services associated with Oxnard Harbor District Security Grant Program (Access Control and Surveillance Equipment)**

**RECOMMENDATION**

Approve Task Order #6 with Moffatt and Nichol for Professional Services associated with the Oxnard Harbor District Security Grant Program and authorization to proceed with Project 1 and 2 (Tasks A through D) (Access Control and Surveillance Equipment).

The Executive Director reported on and recommended approval of Task Order #6 with Moffatt and Nichol for Professional Services associated with the Oxnard Harbor District Security Grant Program and authorization to proceed with Project 1 and 2 (Tasks A through D) (Access Control and Surveillance Equipment).

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

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

President Ramirez declared the motion carried.

**7. Consideration of Task Order #8 with Moffatt-Nichol for professional services associated with the Oxnard Harbor District Security Grant Program (Various Projects – State Proposition 1 B – Round 1)**

**RECOMMENDATION**

Approve Task Order #8 with Moffatt and Nichol for Professional Services Associated with the Oxnard Harbor District Security Grant Program and authorization to proceed with Engineering Services Project 1 – Access control (Tasks A through C), Project 2 – Fencing and Camera Equipment/Monitoring (Tasks A through C) and Project 3 Joint Operations and Security Center (Tasks A through E).

The Executive Director reported on and recommended approval of Task Order #8 with Moffatt and Nichol for Professional Services Associated with the Oxnard Harbor District Security Grant Program and authorization to proceed with Engineering Services Project 1 – Access control (Tasks A through C), Project – Fencing and Camera Equipment/Monitoring (Tasks A through C) and Project 3 Joint Operations and Security Center (Tasks A through E).

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

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

President Ramirez declared the motion carried.

**8. Consideration of Task Order #10 with Moffatt-Nichol for professional services associated with Oxnard Harbor District Security Grant Program (ARRA – Stimulus)**

**RECOMMENDATION**

Approve Task Order #10 with Moffatt and Nichol for Professional services associated with the Oxnard Harbor District Security Grant Program and authorization to proceed with Project 1 Fiber Optic Network (Tasks A through D) and Project 2 Joint Operations and security Center (Tasks A through D).

The Executive Director reported on and recommended approval of Task Order #10 with Moffatt and Nichol for Professional Services associated with the Oxnard Harbor District Security Grant Program and authorization to proceed with Project 1 Fiber Optic Network (Tasks A through D) and Project 2 Joint Operations and security Center (Tasks A through D). The Executive Director reported that Congresswoman Lois Capps would be in the District on January 5<sup>th</sup> to discuss these specific projects as part of the American Recovery Act.

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

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

President Ramirez declared the motion carried.

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

**1. Port Hueneme Chamber of Commerce “State of the Port” address (December 9, 2009)**

**RECOMMENDATION**

Information.

The Executive Director reported that President Ramirez gave the “State of the Port” address at the December 9<sup>th</sup> Port Hueneme Chamber of Commerce and that it was well received.

**REPORT DEPUTY EXECUTIVE DIRECTOR – MARITIME SERVICES**

**1. Report on November Cargo Performance**

**RECOMMENDATION**

Information.

The Deputy Executive Director of Operations reported on Cargo Performance for November. The Manager of Financial Services reported on how cargo performance impacts fiscal performance.

## **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. The Director of Facilities Development reported that the anticipated date for the delivery and installation of the security booth is January 5<sup>th</sup> and completion of the gate is estimated to be in the middle of January.

## **REPORT DEPUTY EXECUTIVE DIRECTOR - ADMINISTRATION**

1. **Report on Real Estate Business activities.**  
**RECOMMENDATION**  
Information.

The Deputy Executive Director – Administration reported on the status of the District’s real estate business activities.

2. **Report on the 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.

## **MARKETING AND PUBLIC INFORMATION**

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

The Director of Marketing reported that a dinner recognizing Joe DiMassa on his retirement is scheduled to be held on January 6<sup>th</sup> at the La Dolce Vita Restaurant in Oxnard. The Director of Marketing reported that a Board Workshop had been tentatively scheduled on January 12<sup>th</sup>, but due to a recent schedule conflict will be rescheduled to another date. The Director of Marketing reported that the World Trade Center 2010 North American Regional Meeting will be held in San Diego on February 3<sup>rd</sup> – 5<sup>th</sup>.

## COMMITTEE REPORTS

1. **Report on the upcoming City/Port Committee meeting December 15, 2009.**  
**RECOMMENDATION**  
Information.

The Executive Director reported that a City/Port Committee meeting has been scheduled for December 15, 2009 at the District offices. The Committee will discuss the proposed wastewater rate increases.

## BOARD OF HARBOR COMMISSIONERS COMMENTS

Commissioner Fosse commented on the District's Holiday Open House and felt that it was very well received. Commissioner Plisky also commented on the Holiday Open House as a good event.

## DISBURSEMENTS

1. **December 14, 2009**  
**RECOMMENDATION**  
Approve.

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

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

NOES: None

ABSENT: None

President Ramirez declared the motion carried.

## ADJOURNMENT

There being no further business to come before the Board, Commissioner Plisky moved to adjourn. Commissioner Fosse seconded the motion.  
Meeting adjourned at 6:00 p.m.

Respectfully Submitted,

Bettina L. Schmock  
Executive Assistant