

**OXNARD HARBOR DISTRICT**

**MINUTES**

**MONDAY, DECEMBER 11, 2006**

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, December 11, 2006 at 333 Ponoma Street, Port Hueneme, California. Following the Pledge of Allegiance, roll call was taken.

ROLL CALL	Present were Commissioners Fosse, Herrera, Plisky, Ramirez and Takasugi.
MINUTES OF NOVEMBER 13, 2006	Commissioner Plisky, seconded by Commissioner Ramirez moved to approve the minutes of the regular meeting of November 13, 2006. Motion carried.
2007 CALENDAR OF EVENTS	The Executive Director reported on and recommended approval of the 2007 Calendar of Events. Commissioner Plisky, seconded by Commissioner Herrera moved to approve. Motion carried.
SPECIAL DISTRICT AND LOCAL GOVERNMENT INSTITUTE GOVERNANCE SEMINAR, FEBRUARY 15-16, 2007, SAN FRANCISCO, CA	The Executive Director reported on the Special District and Local Government Institute Governance Seminar, February 15-16, 2007, San Francisco, CA as informational.
A SUMMIT ON NORTH AMERICAN GOODS MOVEMENT AND AIR QUALITY – FASTER FREIGHT – CLEANER AIR CONFERENCE AND EXPO, FEBRUARY 26-28, 2007, LONG BEACH, CA	The Executive Director reported on A Summit on North American Goods Movement and Air Quality - Faster Freight – Cleaner Air Conference and Expo, February 26-28, 2007, Long Beach, CA as informational.
ASSOCIATION OF PACIFIC PORTS CERTIFICATE OF APPRECIATION TO THE PORT OF HUENEME	The Executive Director presented to the Board a Certificate of Appreciation identifying the District as a sponsor for the 2006 Annual Conference in Saipan.
REPORT ON SETTLEMENT OF VESSEL DAMAGE CLAIM (MELBOURNE HIGHWAY INCIDENT – APRIL 18, 2002)	The Director of Engineering described the damage to the wharfs that occurred from the accident involving the vessel Melbourne Highway. The Deputy Executive Director – Administration reported that the District has settled the insurance claim for \$110,000. Commissioner Plisky, seconded by Commissioner Herrera moved to ratify the actions taken by the Executive Director. Motion carried.
REPORT ON OPEN POSITION: SECRETARY/RECEPTIONIST	The Executive Director reported that the District is soliciting candidates for the open Secretary/Receptionist position.
APPOINTMENT OF EXECUTIVE DIRECTOR ON GOVERNOR’S CALIFORNIA MARITIME SECURITY COUNCIL	The Executive Director reported that the Governor has issued Executive Order S-19-06 establishing a California Maritime Security Council and designating the District’s Executive Director as a member of the council. The Executive Director reported that the Deputy Executive Director – Maritime Services will serve as his alternate designee.
REQUEST FOR SPONSORSHIP FROM THE DOWNTOWN CENTER FOR THE ARTS – OXNARD	The Executive Director reported on a request for sponsorship of the exhibit, “The Chicano Collection”, from the Downtown Center for the Arts – Oxnard. Commissioner Plisky, seconded by Commissioner Ramirez moved to sponsor the exhibit at the Downtown Center for the Arts – Oxnard at the Silver Sponsor Level at a cost of \$1,000 and that the District plan to hold an event at the Center. Motion carried.

CALIFORNIA COASTAL COMMISSION  
STAFF REPORT ON OXNARD HARBOR  
DISTRICT PORT MASTER PLAN  
AMENDMENT NO. 7

The Executive Director reported that the District's Port Master Plan Amendment No. 7 will be presented at the California Coastal Commission on December 12<sup>th</sup> and that the Deputy Executive Director – Administration will be representing the District at the meeting. The Executive Director reported that the Coastal Commission staff report recommends approval of the District's requested amendment.

CONSOLIDATED LEASE AND  
MODIFICATIONS BY AND BETWEEN  
OXNARD HARBOR DISTRICT AND  
OXNARD UNLOADING SERVICES, LLC

The Deputy Executive Director – Maritime Services reported on and recommended approval of the Consolidated Lease and Modifications by and Between Oxnard Harbor District and Oxnard Unloading Services, LLC. Commissioner Takasugi, seconded by Commissioner Plisky moved to approve. Motion carried.

REPORT ON YARA NORTH AMERICA INC.  
EXPANSION AND MAJOR MODIFICATION  
PHPD-752

The Deputy Executive Director – Maritime Services reported on the Yara North America Inc. expansion and Major Modification PHPD-752 as informational.

OCTOBER 2006 TREASURER'S REPORT

Commissioner Plisky, seconded by Commissioner Herrera moved to receive the October 2006 Treasurer's Report. Motion carried.

ADMINISTRATIVE POLICY NO. 12700 –  
INCOMPATIBLE ACTIVITIES AND  
OUTSIDE EMPLOYMENT

The Executive Director reported on and recommended approval of Administrative Policy No. 12700 – Incompatible Activities and Outside Employment. Commissioner Herrera, seconded by Commissioner Plisky moved to approve. Motion carried.

ADMINISTRATIVE POLICY NO. 7240.1G –  
EXPENSE ACCOUNT ADMINISTRATION

The Deputy Executive Director - Administration reported on and recommended approval of Administrative Policy No. 7240.1G – Expense Account Administration. Commissioner Plisky, seconded by Commissioner Herrera moved to approve. Motion carried.

DESIGNATION OF UNION BANK AS  
DISTRICT'S BOND TRUSTEE SERVICES

The Deputy Executive Director - Administration reported on and recommended the designation of Union Bank as the District's Bond Trustee Services. Commissioner Plisky, seconded by Commissioner Ramirez moved to approve. Motion carried.

FOLLOW-UP REPORT OF GENERAL  
MANAGER ON LETTER RECEIVED  
FROM VENTURA COUNTY RAILROAD  
COMPANY DATED OCTOBER 24, 2006

The General Manager of the Ventura County Railway Company LLC reported on and recommended providing the Ventura County Railroad Company, rent relief for a five-month period commencing January 1, 2007. The General Manager reported that the Ventura County Railroad will proceed with the maintenance project at the Ventura Blvd. and Wooley Road crossing. The Executive Director reported that he will bring the agreement back to the Board for consideration.

BOARD OF HARBOR COMMISSIONERS  
COMMENTS

Commissioner Plisky thanked staff for their organization of the District's Holiday Dinner.

Commissioner Fosse requested that all agreements with the City of Port Hueneme be reviewed. Commissioner Fosse asked what the status is of the City of Port Hueneme's Advisory Committee for Port Governance.

VENDORS AND PURCHASE ORDERS

Commissioner Plisky, seconded by Commissioner Ramirez moved to approve Vendors and Purchase Orders: Ventura County Star. Motion carried.

SERVICE CONTRACTS

Commissioner Plisky, seconded by Commissioner Herrera moved to approve Service Contracts: Mustang Marketing. Motion carried.

DISBURSEMENTS

Commissioner Plisky, seconded by Commissioner Herrera moved to approve payment of all bills, wages and salaries through December 11, 2006. Motion carried.

RECESS

President Fosse called for a five minute recess.

OPEN SESSION

Following a five minute recess, President Fosse declared the meeting open.

CLOSED SESSION

The Oxnard Harbor District Board of Harbor Commissioners convened a closed session pursuant to (1) Government Code Section 54956.9(a): City of Port Hueneme vs. Oxnard Harbor District, Case No. CIV234101, Superior Court of the State of California for the County of Ventura and (2) Government Code Section 54956.8 CONFERENCE WITH REAL PROPERTY NEGOTIATORS: Property - Parcels on Naval Base Ventura County at Port Hueneme available through Outlease Program.

OPEN SESSION

Legal Counsel reported that the Board in closed session took no action.

ADJOURNMENT

There being no further business to come before the Board, Commissioner Plisky, seconded by Commissioner Takasugi moved to adjourn. Motion carried.

Meeting adjourned at 6:45 p.m.

-minutes approved and signed 01-08-07

R. E. FOSSE, President

-minutes approved and signed 01-08-07

JESS HERRERA, Secretary