

OXNARD HARBOR DISTRICT MINUTES

MONDAY, OCTOBER 12, 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, October 12, 2009 at 333 Ponomo Street, Port Hueneme, California. Following the Pledge of Allegiance, roll call was taken.

ROLL CALL:

Present: Commissioners Fosse, Herrera, Lopez, and Ramirez

Absent: Commissioner Plisky

CONSENT AGENDA:

1. Minutes

RECOMMENDATION

Approve the minutes of the meeting of September 28, 2009.

2. Royal Host Catering Vending Permit commencing November 1, 2009.

RECOMMENDATION

Approve the renewal of the Royal Host Catering Vending Permit commencing November 1, 2009.

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

AYES: Commissioners Fosse, Herrera, Lopez, and Ramirez

NOES: None

ABSENT: Commissioner Plisky

President Ramirez declared the motion carried.

CORRESPONDENCE

1. Oxnard Chamber of Commerce Military Appreciation Thank-you.

RECOMMENDATION

Information.

2. **Wallenius Wilhelmsen Logistics Support for TIGER Grant Project.**
RECOMMENDATION
Information.

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 Herrera moved to approve the revisions to the Calendar of Events with the addition of the El Concilio Annual Latino Leadership Awards and to participate at the Table Sponsor level at a cost of \$1,500. Commissioner Lopez seconded. The vote was as follows:

AYES: Commissioners Herrera, Lopez, and Ramirez
NOES: Commissioner Fosse
ABSENT: Commissioner Plisky

President Ramirez declared the motion carried.

4. **Report on policy updates.**
RECOMMENDATION
Information.

The Executive Director reported that staff is in the process of reviewing and updating Administrative Policies and will be returning them to the Board for approval. Commissioner Herrera commented on Administrative Policy 7240.1G and the District's participation with the World Trade Center Association. The Executive Director responded that the Deputy Executive Director – Administration is putting together a program on how the District can participate in the World Trade Center Association. The Executive Director reported that a report on the program will be placed on the agenda.

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

1. Executive Director Report on CAPA Meeting (Port of Long Beach)

The Executive Director reported on his attendance at the CAPA Advisory Committee Meeting at the Port of Long Beach. The Executive Director reported that at this meeting a Small Port Working Group was formed which includes the Port of Hueneme, Port of San Diego, Port of West Sacramento, Port of Richmond and Port of Humboldt. The Executive Director reported that a working group was formed to update the economic impact study on how ports effect the California economy. The Port of Hueneme, the Port of Long Beach, and the Port of Stockton make up the group.

2. Director of Facilities Development Report on CMANC Fall Meeting

The Director of Facilities Development reported on his attendance at the CMANC Fall Meeting held in Morro Bay. The Director of Facilities Development reported on future meeting dates for CMANC meetings in 2010.

3. EDCO Oxnard Economic Outlook Conference

The Executive Director reported that he and Commissioner Fosse hosted a table of District customers at the EDCO-Oxnard Chamber of Commerce Economic Outlook Conference held in Oxnard.

REPORT DEPUTY EXECUTIVE DIRECTOR – MARITIME SERVICES

1. Report on the Tsunami Siren Test

The Deputy Executive Director – Maritime Services reported that the Oxnard Harbor District in conjunction with the City of Port Hueneme and the County of Ventura conducted a test of the County’s Office of Emergency Services reverse 911 notification system. The District’s emergency security siren was part of the test.

2. Report on September Cargo Performance

The Deputy Executive Director – Maritime Services reported on the cargo statistics for September. The Executive Director reported that if current trends continue adjustments to expenses may be necessary to maintain the operating budget. Plans are being made to hold a workshop in December to review the eleven month cargo 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 Executive Director reported that he met with the US Department of Homeland Security Director of Field Operations, Mr. Kevin Weeks, who indicated that on completion of the radiation portals the number of agents at the Port will increase from four to nine agents. The Executive Director reported that CBP is looking for additional office space to accommodate the new agents. The District is working on an arrangement where we can develop an office complex for them and eventually have them pay rent for office space.

REPORT DEPUTY EXECUTIVE DIRECTOR - ADMINISTRATION

1. **Report on the M/V Otello Damages and Claim**
RECOMMENDATION
Information.

The Executive Director reported on the status of the M/V Otello damages and claim. The Executive Director reported that in discussions with Wallenius Wilhelmsen and the vessel owner issues were raised pertaining to the condition of the pier prior to the accident. The District has hired the services of Scientific Construction Laboratories, Inc. to investigate the damage and preliminary reports indicate repair costs are in excess of a million dollars. The District has turned the claim over to the District's insurance carrier AON to recover the claim. The Executive Director reported that the District received an estimate to repair the fendering system on Wharf 2 from Moffatt & Nichol for approximately \$60,000. The District has determined to do the repairs in-house at a cost of approximately \$15,000.

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

The Executive Director asked that this item be brought back at the next meeting.

3. **Report on City of Port Hueneme Water and Wastewater Rates**
RECOMMENDATION
Information.

The Executive Director reported that the District continues to meet with the City on water and wastewater rate issues. The District staff showed members of the City how most of the District's tenants capture their waste water and that very little goes into the City's waste water system. Legal Counsel commented that if the Board wants to file a challenge to the City's water and wastewater rate increases, it will have to do so within 120 days and will have to take action at the next meeting.

MARKETING AND PUBLIC INFORMATION

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

Ventura County Agricultural Advisory Group Meeting at Limoneira Ranch
Wednesday, October 28, 2009. The Director of Marketing reported that planning continues and invitations to the event have been sent out.

Working Waterfront Group Inaugural Meeting Date to be Determined. The Director of Marketing reported that he is waiting to hear from San Diego Working Waterfront Group to determine a meeting date.

Employee Recognition Luncheon, Wednesday, December 2, 2009. The Director of Marketing reported that the Employee Recognition Luncheon Committee is continuing to work on plans for the event.

District Holiday Open House. The Director of Marketing reported that plans continue for holding a Holiday Open House at the District on December 10th.

BOARD OF HARBOR COMMISSIONERS COMMENTS

Commissioner Herrera asked that dates for the Port Hueneme Chamber of Commerce Breakfast and Oxnard Chamber of Commerce Breakfast in November and December be included on the Calendar of Events. Commissioner Herrera asked that Congresswoman Lois Capps office and other community leaders are contacted regarding attending the El Concilio Annual Latino Awards dinner.

DISBURSEMENTS

1. October 12, 2009 RECOMMENDATION

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

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

President Ramirez declared the motion carried.

ADJOURNMENT

There being no further business to come before the Board, Commissioner Fosse moved to adjourn. Commissioner Herrera seconded the motion.
Meeting adjourned at 6:05 p.m.

Respectfully Submitted,

Bettina L. Schmock
Executive Assistant