

OXNARD HARBOR DISTRICT MINUTES

MONDAY, NOVEMBER 23, 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, November 23, 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

PUBLIC COMMUNICATIONS:

Mr. Victor Gallardo spoke in support of Royal Host Catering and their continuing to do business at the Port.

President Ramirez presented to the Board letters from Pacific Ro Ro Stevedoring and the ILWU Local 46 supporting Royal Host Catering. President Ramirez also presented a petition of over two hundred signatures in support of Royal Host Catering remaining at the Port.

CONSENT AGENDA:

1. Minutes

RECOMMENDATION

Approve the minutes of the meeting of November 9, 2009.

2. Contract with the State of California Department of Fish and Game/OSPR for Harbor Safety Committee Secretariat Services.

RECOMMENDATION

Approve Contract for Harbor Safety Committee Secretariat Services in the amount of \$10,000.

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.

SPECIAL ORDERS

1. Consideration of termination of the Catering Truck Vending Permit with Royal Host Catering effective January 1, 2010.

RECOMMENDATION

The Board of Harbor Commissioners may (1) adopt the recommendation and terminate the Royal Host Catering Truck Vending Permit effective January 1, 2010 and direct the solicitation of a new vendor or (2) take other actions that the Board feels is appropriate based upon the discussion at the meeting.

The Executive Director reported on the termination of the Royal Host Catering permit effective January 1, 2010. The Board took no action.

2. Consideration of revision to the Oxnard Harbor District Administrative Policy No. 3175, March 11, 1980, and approval of Administrative Policy No. 3175.01 Re: Operation of Catering Truck(s) at the Port of Hueneme.

RECOMMENDATION

The Board may (1) approve Oxnard Harbor District Administrative Policy No.3175.01 Re: Operation of Catering Truck(s) at the Port of Hueneme as present or (2) make appropriate changes and revisions to the draft policy.

The Executive Director reported on and recommended revisions to Oxnard Harbor District Administrative Policy No. 3175 and approval of Administrative Policy No. 3175.01 Re: Operation of Catering Truck(s) at the Port of Hueneme.

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.

3. Consideration of Oxnard Harbor District Administrative Policy No. 3177 Re: Selling of Goods and Merchandise on Oxnard Harbor District Property.

RECOMMENDATION

The Board may (1) approve Oxnard Harbor District Administrative Policy No. 3177 Re: Selling of goods and merchandise on Oxnard Harbor District property as present or (2) make appropriate changes and modifications to the draft policy.

The Executive Director reported on Oxnard Harbor District Administrative Policy No. 3177 Re: Selling of Goods and Merchandise on Oxnard Harbor District Property.

Commissioner Herrera commented on the lack of access to vending machines during evening hours for workers at the port. Commissioner Ramirez suggested a designated area be provided for vending for use by truck drivers.

Mr. Warren Shelton, ILWU Local 46, spoke on behalf of having vending machines located outside of buildings for port workers use.

Commissioner Plisky moved to approve the recommendation with the instruction that staff bring back the policy to the Board with a recommended solution to provide vending for after hour workers at the Port. 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.

CORRESPONDENCE

1. **Letter from Mr. Paul Beach, President of Quallion LLC Thanking the District for Support of their Application for Federal Funding from the Department of Energy.**
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 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.

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

- 1. Director of Facilities Development meeting of Board of Directors California Marine and Navigation Conference (Washington, D.C.)**
RECOMMENDATION
Information.

The Director of Facilities Development reported on his attendance at the California Marine and Navigation Conference in Washington, D.C.

- 2. Deputy Executive Director – Administration attendance at the Taxpayers Association Dinner Meeting.**
RECOMMENDATION
Information.

The Deputy Executive Director – Administration reported on her attendance at the Taxpayers Association Dinner on November 12th in Camarillo.

- 3. Director of Marketing – Report on Working Waterfront Group presentation and meeting.**
RECOMMENDATION
Information.

The Director of Marketing reported that a meeting with community leaders and port users was held on November 16th at Cal Lutheran University with members of the San Diego Working Waterfront Group to discuss a prototype organization for the Port of Hueneme. The meeting was well received and a future workshop is being planned.

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.

2. **Consideration of Change Order #2 to the TWIC/Main Gate Security Project related to change out of pull boxes in the amount of \$6,151.13 and approving an extension of time.**

RECOMMENDATION

Approve Change Order #2 to the TWIC/Main Gate Security Project Contract with Loyal Development increasing the Contract Amount by \$6,151.13 from \$186,500 to \$192,651.13 and adding forty (40) days for completion of the project. The revised Date for Completion is therefore November 19, 2009.

The Director of Facilities Development reported on and recommended approval of Change Order #2 to the TWIC/Main Gate Security Project Contract with Loyal Development increasing the Contract Amount by \$6,151.13 from \$186,500 to \$192,651.13 and adding forty (40) days for completion of the project.

Commissioner Lopez 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.

3. **Consideration of Approval of the TWIC/Main Gate Security Project and authorization to record the Notice of Completion.**

RECOMMENDATION

Accept the TWIC/Main Gate Security Project as complete and direct that the Notice of Completion be recorded with the Ventura County Clerk & Records Office.

The Director of Facilities Development reported that the project has not been completed and will be brought back to the Board.

REPORT DEPUTY EXECUTIVE DIRECTOR - ADMINISTRATION

1. **October 2009 Treasurer's Report.**

RECOMMENDATION

Receive.

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.

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 the Employee’s Recognition Luncheon is scheduled for December 2nd. The Director of Marketing reported that CSUCI will be hosting a holiday mixer on December 3rd and the Oxnard Ambassadors Installation Dinner on December 6th. The Director of Marketing reported that Commissioner Ramirez will be the keynote speaker at the next Port Hueneme Chamber of Commerce on December 9th.

BOARD OF HARBOR COMMISSIONERS COMMENTS

Commissioner Lopez commented on attendance at the Oxnard Chamber of Commerce breakfast meeting where Commissioner Ramirez gave an informative report on the port.

SERVICE CONTRACTS

1. Environmental Landcare
RECOMMENDATION
Approve Service Contract for the services and in the amount shown on November 23, 2009 Service Contract List.

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.

DISBURSEMENTS

1. November 23, 2009 RECOMMENDATION

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.

ADJOURNMENT

There being no further business to come before the Board, Commissioner Plisky moved to adjourn. Commissioner Fosse seconded the motion.
Meeting adjourned at 6:10 p.m.

Respectfully Submitted,

Bettina L. Schmock
Executive Assistant