

**OXNARD HARBOR DISTRICT
BOARD MEETING
MINUTES**

Monday, May 8, 2017

Jason T. Hodge, President

Mary Anne Rooney, Vice President

Jess Herrera, Secretary

Manuel M. Lopez, Commissioner

Jess Ramirez, Commissioner

The regular Board meeting of the Oxnard Harbor District, Board of Harbor Commissioners was called to order by Vice President Mary Anne Rooney at 5:30 p.m. on Monday, May 8, 2017 at 333 Ponomo Street, Port Hueneme, California. Following the Pledge of Allegiance, roll call was taken.

ROLL CALL

Present: Commissioners Herrera, Lopez, Ramirez and Rooney

Absent: Commissioner Hodge

SPECIAL ORDERS

1. **Consideration of Resolution No. 1171 A Resolution Honoring Ms. Janet Swanson for Her Lifetime of Achievements and Contributions to the International Mariners Center, the Port of Hueneme/Oxnard Harbor District and Ventura County**

The Board of Harbor Commissioners thanks Ms. Janet Swanson for all of her hard work and dedication to the Mariners Center. Mr. Chuck Calkins congratulated Ms. Swanson on all of her achievements and read the Board's Resolution No. 1171 aloud.

Motion to approve Resolution No. 1171 honoring Ms. Janet Swanson for her lifetime of achievements and contributions to the International Mariners Center, the Port of Hueneme/Oxnard Harbor District and Ventura County, Commissioner Herrera; Seconded, Commissioner Ramirez.

The vote was as follows:

AYES: Commissioners Herrera, Lopez, Ramirez and Rooney

NOES: None

ABSENT: Commissioner Hodge

Vice President Rooney declared the motion carried.

CONSENT AGENDA

1. **Minutes of the Regular Board Meeting of April 24, 2017**
2. **Fiscal Year 2016-2017 Calendar of Events**
3. **2017 Oxnard Harbor District Standing Board & Committee Calendar**
4. **Consideration of Ratification and/or Approval of District Disbursements for the period of April 28, 2017 to May 02, 2017**
5. **Consideration of Additions/Amendments to Vendors and Purchase Order Lists for Fiscal Year 2016-2017**

Motion to approve Consent Agenda as submitted, Commissioner Herrera; Seconded, Commissioner Ramirez.

The vote was as follows:

AYES: Commissioners Herrera, Lopez, Ramirez and Rooney

NOES: None

ABSENT: Commissioner Hodge

Vice President Rooney declared the motion carried.

CEO & PORT DIRECTOR

1. **CEO & Port Director's Update**

Ms. Kristin Decas gave an update on items of interest to the Board of Harbor Commissioners including updates on the upcoming events of World Trade Week and MAST. Ms. Decas introduced the Port's new intern, Andrew Rodriguez.

2. **Procurement Schedule**

The Board received a copy of the Oxnard Harbor District's Procurement Schedule. Ms. Decas noted the upcoming projects including the camera installation bid.

3. **Federal Legislative Update**

Ms. Decas provided an update on federal legislation to the Board of Harbor Commissioners.

4. **State Legislative Update**

Mr. Casey Elliott of Townsend Public Affairs gave an update on state legislation to the Board of Harbor Commissioners.

5. **Consideration of Approval of Ground Lease and Option to Purchase Agreement between the Oxnard Harbor District and BMW of North America, LLC for Property Located at 5851 Arcturus Avenue**

The General Counsel confirmed for the Board that the approval of the transaction qualifies for a Class 1 categorical exemption under CEQA Guidelines section 15301 – lease of existing facilities involving negligible or no expansion of use.

Mr. Al Cardona and Mr. Jaime Hernandez of BMW noted the need for additional property and thanked the Board and staff for all of the hard work to make the deal happen.

Mr. Steve Schommer shared concerns on impact this sale would have on Channel Islands Logistics. Ms. Decas noted Channel Islands Logistics has known about the proposed sale for approximately one year.

Motion to approve the Ground Lease and Option to Purchase Agreement between the Oxnard Harbor District and BMW of North America, LLC for property located at 5851 Arcturus Avenue, Commissioner Herrera; Seconded, Commissioner Ramirez.

The vote was as follows:

AYES: Commissioners Herrera, Lopez, Ramirez and Rooney

NOES: None

ABSENT: Commissioner Hodge

Vice President Rooney declared the motion carried.

DEPUTY EXECUTIVE DIRECTOR, CFO/CAO

1. Chief Finance & Administrative Officer's Update – Oral

Mr. Andrew Palomares updated the Board of Harbor Commissioners on items of interest including the continued staff training.

2. Budget Update

Mr. Palomares gave an overview on the budget performance, including the budgeted forecast versus actual budget numbers.

BOARD COMMUNICATION

Commissioner Herrera noted his attendance at the El Concilio awards dinner. Mr. Ramirez noted his and Commissioner Rooney's attendance at the Art's Collaborative event.

CHIEF COMMERCIAL OFFICER

1. Report on Upcoming Activities

Ms. Lacayo reported to the Board on upcoming community events.

2. Press Report

Ms. Lacayo updated the Board on recent press regarding the District.

CHIEF OPERATIONS OFFICER

None

BOARD OF HARBOR COMMISSIONERS COMMENTS

None

COMMITTEE REPORTS

Commissioner Lopez noted at the Finance Committee staff went over budget and financial materials. Commissioner Rooney noted she requested setting a date for a special workshop to discuss membership and sponsorships that the District pays for.

PUBLIC COMMUNICATIONS

None

CLOSED SESSION

1. Conference with Legal Counsel – Anticipated Litigation Pursuant to Government Code section 54956.9

The Board provided direction to its counsel with no reportable action.

ADJOURNMENT

There being no further business to come before the Board, Vice President Rooney moved to adjourn the meeting in the honor of Mr. Hank Lacayo to the next regular meeting. Meeting adjourned at 8:03 p.m.

Respectfully Submitted,

Michelle Kinnun
Executive Aide/Clerk of the Board