

**OXNARD HARBOR DISTRICT  
BOARD MEETING  
MINUTES**

**MONDAY, MAY 9, 2016**

**Dr. Manuel M. Lopez, President**

**Arlene Fraser, Vice President**

**Jason T. Hodge, Secretary**

**Mary Anne Rooney, Commissioner**

**Jess Herrera, Commissioner**

The regular Board meeting of the Oxnard Harbor District, Board of Harbor Commissioners was called to order by President Manuel Lopez at 5:30 p.m. on Monday, May 9, 2016 at 333 Ponomo Street, Port Hueneme, California. Following the Pledge of Allegiance, roll call was taken.

**ROLL CALL**

Present: Commissioners Fraser, Herrera, Hodge, Lopez and Rooney

Absent: None

**CONSENT AGENDA**

1. **Minutes of the Regular Board Meeting of April 25, 2016**
2. **Revised Calendar of Events**
3. **2016 Oxnard Harbor District Standing Board & Committee Calendar**
4. **Consideration of Ratification and/or Approval of District Disbursements for the period of April 19, 2016 to April 3, 2016**
5. **Consideration of Additions/Amendments to Vendors and Purchase Order Lists for Fiscal Year 2016-2017**

Motion to approve Consent Items as submitted, Commissioner Hodge; Seconded, Commissioner Herrera.

The vote was as follows:

AYES: Commissioners Fraser, Herrera, Hodge, Lopez and Rooney

NOES: None

ABSENT: None

President Lopez declared the motion carried.

**CEO & PORT DIRECTOR**

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

Ms. Kristin Decas noted no items to discuss to provide additional time for the Budget items.

2. **Procurement Schedule**

The Board received a copy of the Oxnard Harbor District's Procurement Schedule.

3. **Policy Schedule**

The Board received a copy of the Oxnard Harbor District's Policy Schedule.

## **BOARD COMMUNICATION**

The Commissioners reported on meetings attended over the past month and upcoming meetings for May 2016 including the El Concilio event and the State of the City of Oxnard event.

## **MARKETING AND FOREIGN TRADE ZONE SERVICES**

### **1. Report on Upcoming Activities**

The Board received the report on upcoming community events.

### **2. Press Report**

The Board received the report on press pertaining to the District.

## **CHIEF OPERATIONS OFFICER REPORT**

### **1. Chief Operations Officer's Update**

Mr. Demers noted no items to report.

### **2. Consideration of Modification No. 2 to Lease dated April 1, 2014 between the Oxnard Harbor District and NRC Environmental Services**

Motion to approve Modification No. 2 to lease dated April 1, 2014 between the Oxnard Harbor District and NRC Environmental Services, Commissioner Fraser; Seconded, Commissioner Hodge.

The vote was as follows:

AYES: Commissioners Fraser, Herrera, Hodge, Lopez and Rooney

NOES: None

ABSENT: None

President Lopez declared the motion carried.

### **3. Consideration For Approval Of Purchase Agreement With Datastew LLC For Information Technology Support And Equipment**

Motion to approve Purchase Agreement with Datastew LLC for Information Technology Support and Equipment, Commissioner Rooney; Seconded, Commissioner Hodge.

The vote was as follows:

AYES: Commissioners Fraser, Herrera, Hodge, Lopez and Rooney

NOES: None

ABSENT: None

President Lopez declared the motion carried.

## **CHIEF FINANCE & ADMINISTRATIVE OFFICER REPORT**

### **1. Chief Finance & Administrative Officer's Update**

Mr. Palomares gave an update to the Board of Harbor Commissioners on items of interest and applauded Ms. Decas and the Board of Harbor Commissioners for providing useful employee trainings to District staff.

**2. Consideration Of Resolution No. 1156 A Resolution Of The Board Of Harbor Commissioners Of The Oxnard Harbor District Adopting The Preliminary Operating Budget, Capital Outlay Plan, And Debt Schedule For The Fiscal Year 2016-2017 And Setting A Public Hearing For Adoption Of The Final Budget**

Ms. Decas and Mr. Palomares presented the Preliminary Operating Budget, Capital Outlay Plan, and Debt Schedule for the Fiscal Year 2016-2017 to the Board of Harbor Commissioners. They also noted the Finance Committee and Operations Committee met on the Budget prior to the Board Meeting.

Motion to approve Resolution No. 1156 A Resolution of the Board of Harbor Commissioners of the Oxnard Harbor District adopting the Preliminary Operating Budget, Capital Outlay Plan, and Debt Schedule For The Fiscal Year 2016-2017 and setting a Public Hearing for adoption of the Final Budget on June 14, 2016, Commissioner Rooney; Seconded, Commissioner Hodge.

The vote was as follows:

AYES: Commissioners Fraser, Herrera, Hodge, Lopez and Rooney

NOES: None

ABSENT: None

President Lopez declared the motion carried.

**BOARD OF HARBOR COMMISSIONERS COMMENTS**

Commissioner Rooney noted she was in Montgomery Alabama for a National Security Forum and had the opportunity to meet with Glovis and tour the Hyundai facility.

**COMMITTEE REPORTS**

Commissioner Fraser noted both the Finance and Operations Committees met prior to the Board Meeting to discuss the Budget.

**PUBLIC COMMENT**

No public comment.

**CLOSED SESSION**

General Counsel Ruben Duran announced one item will be discussed in Closed Session pursuant to Government Code Section 54956.8 conference with real property negotiators, as listed on the duly-posted agenda. Mr. Duran noted that under negotiation are price and terms of payment, and that the parties from whom the District has received expressions of interest in the property are BMW Group, Wallenius Wilhelmsen Logistics, Dixieline Lumber and Glovis America Inc.

Commissioner Fraser recused herself from the real property negotiations item due to her employment with Wallenius Wilhelmsen Logistics.

Following Closed Session, Mr. Duran announced that the Board provided direction to staff on the item with no reportable action, and that Commissioner Fraser was not present for and did not participate in the discussion on the item.

**ADJOURNMENT**

There being no further business to come before the Board, President Lopez moved to adjourn the meeting. Meeting adjourned at 7:15 p.m.

Respectfully Submitted,

Michelle Kinnun  
Executive Aide/Clerk of the Board