

**OXNARD HARBOR DISTRICT
REGULAR MEETING
MINUTES
MONDAY, JUNE 12, 2017**

Jason Hodge, President

Mary Anne Rooney, Vice President

Jess Herrera, Secretary

Jess Ramirez, Commissioner

Manuel Lopez, Commissioner

The Regular Board meeting of the Oxnard Harbor District, Board of Harbor Commissioners was called to order at 5:30 PM on June 12, 2017 at 333 Ponoma Street, Port Hueneme, California. Following the Pledge of Allegiance, roll call was taken.

Roll Call

Attendee Name	Title	Status	Arrived
Jason Hodge	President	Present	
Mary Anne Rooney	Vice President	Present	
Jess Herrera	Secretary	Present	
Jess Ramirez	Commissioner	Present	
Manuel Lopez	Commissioner	Present	
Kristin Decas	CEO & Port Director	Present	

Consent Agenda

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Jess Herrera, Secretary
SECONDER:	Mary Anne Rooney, Vice President
AYES:	Hodge, Rooney, Herrera, Ramirez, Lopez

CEO & Port Director

1. CEO/Port Director's Report - Oral

Ms. Kristin Decas introduced two new employees of the Port of Hueneme, Cameron Spencer, Public Relations Specialist and Becky Haycox, Marketing Representative.

RESULT:	INFORMATION
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2. Procurement Schedule

The Board received a copy of the Oxnard Harbor District's Procurement Schedule. Ms. Decas noted the deepening project Request for Qualifications (RFQ) are due on June 19, 2017.

RESULT:	INFORMATION
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3. State Legislative Report

Ms. Kristin Decas gave an update on state legislation to the Board of Harbor Commissioners.

RESULT:	INFORMATION
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4. Federal Legislative Report

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

RESULT:	INFORMATION
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Board Communication

Commissioner Rooney noted her and Commissioner Herrera's attendance at the Oxnard Chamber Awards event.

Deputy Executive Director, CFO/CAO- Andrew Palomares

1. Deputy Executive Director, CFO/CAO Update (Oral)

Mr. Andrew Palomares noted the Public Hearing on the final budget would take place at the next Board of Harbor Commissioners meeting on June 26, 2017.

2. Treasurers Report

Motion to receive April 2017 Treasurers Report.

RESULT:	RECEIVE [UNANIMOUS]
MOVER:	Mary Anne Rooney, Vice President
SECONDER:	Jess Herrera, Secretary
AYES:	Hodge, Rooney, Herrera, Ramirez, Lopez

3. Risk Management informational report to the Board of Harbor Commissioners about the District's participation in the California Association of Port Authorities (CAPA) insurance risk pool to secure excess (additional) general liability insurance coverage in the amount of \$150,000,000 for the coverage period of May 20, 2017 to May 20, 2018.

Mr. Andrew Palomares gave an overview of the risk management on the CAPA Insurance Risk Pool.

RESULT:	INFORMATION
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4. Consideration of Resolution 1172, Authorization to Participate In An IRS Approved Section 115 Irrevocable Trust Program to Pre-Fund Other Post Employment Benefits (OPEB) Using California Employers' Retiree Benefit Trust Program (CERBT) Administrated By California Public Employee Retirement System (CalPers)

Ms. Alisa Perry of CalPers gave an overview of the California Employers' Retiree Benefit Trust features and benefits.

Ms. Michelle Kinnun noted the Resolution number should read Resolution 1173 and not Resolution 1172.

Legal Counsel in conjunction with Mr. Andrew Palomares noted 3 sections are missing from the Resolution and needed to be added, Section 1 To adopt, Section 2 To execute contract, and Section 3 Authorize opening deposit.

Motion to approve with amended changes to include Resolution Number 1173, and to include Section 1. The Board hereby adopts the California Employers' Retiree Benefit Trust Program (CERBT) administrated by CalPERS, effective June, 12, 2017, and Section 2. The CEO & Port Director is authorized and directed to execute contract documents with CalPERS to participate in the Trust Program, and Section 3. The Board hereby authorizes an opening deposit of \$500,000 into the trust account.

RESULT:	APPROVED AS AMENDED [UNANIMOUS]
MOVER:	Mary Anne Rooney, Vice President
SECONDER:	Jess Herrera, Secretary
AYES:	Hodge, Rooney, Herrera, Ramirez, Lopez

Chief Operations Officer- Christina Birdsey

1. Chief Operations Officer Update - Oral (Information Item)

Ms. Christina Birdsey gave an overview to the Board of Harbor Commissioners on the proposed restricted fishing area. Ms. Birdsey informed the Board of the recommendations from the Port of Hueneme Harbor Safety Committee and from the local fishing community.

2. Consideration of Approval to Award a Public Works Contract to J V Construction Corporation in the amount of \$34,998.00

In an amount not to exceed \$34,998.

Commissioner Rooney noted, to proceed with approval the contractor's bond for the project is required to be 100% of the amount of the awarded contract. Ms. Christina Birdsey noted the contractor will have a bond issued for 100% of the approved project costs.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Jess Ramirez, Commissioner
SECONDER:	Mary Anne Rooney, Vice President
AYES:	Hodge, Rooney, Herrera, Ramirez, Lopez

3. Consideration to Execute a Professional Services Agreement between the Oxnard Harbor District and AECOM Technical Services Inc. for Engineering Services in the amount of \$53,715

In an amount not to exceed \$53,715.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Jess Ramirez, Commissioner
SECONDER:	Jess Herrera, Secretary
AYES:	Hodge, Rooney, Herrera, Ramirez, Lopez

4. Consideration of AECOM Staff Augmentation and Project Management

In an amount not to exceed \$125,000.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Jess Herrera, Secretary
SECONDER:	Mary Anne Rooney, Vice President
AYES:	Hodge, Rooney, Herrera, Ramirez, Lopez

5. Consideration to Execute a Professional Services Agreement between Oxnard Harbor District and Lucci & Associates Inc.

In an amount not to exceed \$16,800.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Mary Anne Rooney, Vice President
SECONDER:	Manuel Lopez, Commissioner
AYES:	Hodge, Rooney, Herrera, Ramirez, Lopez

Chief Commercial and Public Affairs Officer- Dona Lacayo

1. Upcoming Events

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

RESULT:	INFORMATION
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2. Press Report

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

RESULT:	INFORMATION
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3. Consideration of Lease Extension between the Oxnard Harbor District and Pacific Maritime Association (PMA) for the ILWU Local 46 Hall

Commissioners Herrera and Ramirez recused themselves and left the room out of an abundance of caution, due to being International Longshore and Warehouse Union (ILWU) members.

RESULT:	APPROVED [3 TO 0]
MOVER:	Mary Anne Rooney, Vice President
SECONDER:	Manuel Lopez, Commissioner
AYES:	Jason Hodge, Mary Anne Rooney, Manuel Lopez
RECUSED:	Jess Herrera, Jess Ramirez

4. Consideration of Modification of Terminal Agreement No 5 between the Oxnard Harbor District and Global Auto Processing Services, Inc., Now Known As Glovis America, Inc.

RESULT:	WITHDRAWN
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Board of Harbor Commissioners Comment

None

Committee Reports

None

Public Communications

None

Closed Session

Legal Counsel noted on Item 1 Anticipated Litigation, the Board did not discuss this item.

On Items 2 and 3 Evaluations of CEO & Port Director and Legal Counsel, the Board started the review process but did not complete it. There was no reportable action.

1. Conference with Legal Counsel - Anticipated Litigation Pursuant to Government Code Section 54956.9: Initiation of Litigation pursuant to paragraph (4) of subdivision (d) of Section 54956.9: One potential case.
2. Pursuant to Employee Contract and Government Code Section 54957 Personnel: Evaluation of the CEO & Port Director
3. Pursuant to Employee Contract and Government Code Section 54957 Personnel: Evaluation of the General Counsel

Adjournment

There being no further business to come before the Board, it was moved to adjourn the meeting. Meeting adjourned at 7:05 PM

Respectfully Submitted,

Michelle Kinnun
Clerk of the Board