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**CITY OF PORT HUENEME AND OXNARD HARBOR DISTRICT  
CITY/PORT COMMITTEE MEETING**

**REPRESENTATIVES OF THE CITY OF PORT HUENEME  
AND THE OXNARD HARBOR DISTRICT  
(MAYOR MARTINEZ AND MAYOR PRO TEM PEREZ)  
(PRESIDENT HERRERA AND VICE PRESIDENT ZACARIAS)**

**MINUTES**

**TUESDAY, OCTOBER 3, 2023**

**AT 3:30 PM**

**PORT HUENEME CITY HALL COUNCIL CHAMBER  
250 NORTH VENTURA ROAD, PORT HUENEME, CALIFORNIA**

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Mayor Martinez called the meeting to order at 3:42 p.m.

**ATTENDEES:**

**City of Port Hueneme**

Mayor Roberto “Bobby” Martinez, Mayor Pro Tem Misty Perez, City Manager James Vega, Georgianna Alvarez, City Clerk

**Port of Hueneme Oxnard Harbor District**

President Jess J. Herrera, Vice President, Celina L. Zacarias, CEO & Port Director Kristin Decas, Chief Financial and Chief Administration Officer Austin Yang, Public & Government Relations Manager Letitia Austin, Community Outreach Specialist Adam Vega

**THE FOLLOWING ARE ITEMS OF BUSINESS TO BE DISCUSSED AT THE CITY OF  
PORT HUENEME AND OXNARD HARBOR DISTRICT JOINT CITY/PORT MEETING**

**A. PUBLIC COMMUNICATIONS – None.**

**B. DISCUSSION:**

**1) Approve the Minutes of the September 7, 2023, City-Port Committee Meeting**

A motion was made by Vice President Zacarias, seconded by President Herrera, and passed unanimously, to approve the September 7, 2023, City-Port Committee Meeting Minutes.

**2) Community Benefit Fund**

CEO & Port Director Kristin Decas provided a brief overview of the Community Benefit Fund (CBF) information and informed that the Community Benefit recommendations were taken to the Board of Harbor Commissioners (Board) meeting for review and approval and the Board indicated the project list total should be \$133,850 and requested more information regarding the following projects:

- Scholarships
- Little League
- Hueneme High School Indian Wells Tennis Tournament Field Trip
- Community Events

City-Port Committee discussion ensued, including: agreement that the total amount allocated for this fiscal year should be \$133,850, and more information regarding the subject projects as follows:

Scholarships (\$10,000): The Committee identified that \$2,000 would be reserved for a reception and \$8000 would be reserved for scholarships in the amount of \$1,000 each provided to 8 students.

Little League (\$5,000): The Committee briefly discussed marketing strategies such as displaying a banner to recognize the City and Port.

Hueneme High School Indian Wells Tennis Tournament Field Trip (\$2,500): The Committee recommended to deny approval at this time in order to establish a process and put a system in place for requests related to high school/youth sports. It was determined that the \$2500 that was recommended to be allocated for this project will be reallocated to the “Community Events” budget.

Community Events (\$17,000): The Committee identified a discrepancy in the amount allocated for this project and corrected for the record the amount to be \$13,850; however, \$2,500 was added to this fund due to the denial of the request for the tennis tournament field trip, bringing a new total of \$16,350. The Committee allocated \$5,000 for the Banana Festival, \$5,000 for the Hueneme Beach Festival, and the remainder will be to provide 2 healthy community events, 6 months apart.

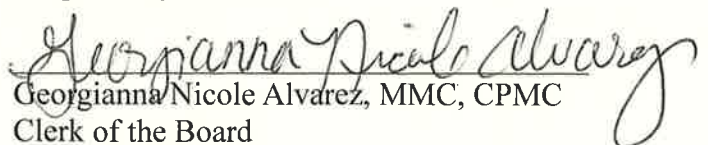
**3) Other Community & Port Initiatives**

The Committee suggested discussing opportunities for grants at the next Committee meeting; and commented on key takeaways from the Washington D.C. joint advocacy trip and on the Bard monument project.

**C. ADJOURNMENT**

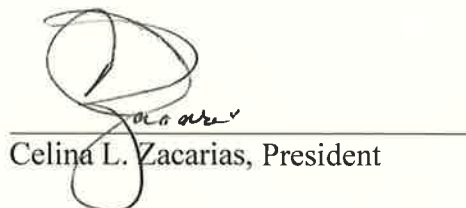
The meeting adjourned at 4:39 p.m. to the next call of the Committee.

Respectfully Submitted:

  
 Georgianna Nicole Alvarez, MMC, CPMC  
 Clerk of the Board

Approved this 12<sup>th</sup> day of February, 2024:

  
 Misty Perez, Mayor

  
 Celina L. Zacarias, President