

CALIFORNIA MARITIME INFRASTRUCTURE AUTHORITY

**September 26, 2012
11:00 AM**

**Meeting held telephonically, as per Subsection 54953 (b) of the Government Code
Via Teleconference
Conference Call in number: 712-432-0220
Passcode: 6511894#**

Teleconference locations

400 Oyster Point Blvd, Suite 300, South San Francisco, CA
2201 W. Washington St, Stockton, CA
24650 Dana Point Harbor Drive, Dana Point, CA
1110 W. Capital Ave, 3rd Fl., West Sacramento, CA
601 Startare Dr., Eureka, CA
135 Fifth Ave., Santa Cruz, CA
3165 Pacific Hwy., San Diego, CA
4330 Cedar St., Suite M, Eureka, CA
2801 Townsgate Rd. Suite 221, Westgate Village, CA
27194 Toyon Ridge Road, Valley Center, CA

Agenda

1. Call to Order/Roll Call
2. Public Comment
3. Approval of Minutes *Roll Call*
 - a. CMIA meeting of June 27, 2012
4. Executive Director Report. David Hull
5. Chairman's Report. Peter Grenell
6. Treasurer's Report Jeff Wingfield
 - a. Status of Audit
7. CMIA Business
 - a. Consideration of participating in the Working Waterfronts Symposium in Tacoma, WA on March 25-28, 2013
 - b. Consideration of approval of Executive Director stipend
 - c. Consideration of approval of the Port of Hueneme as a member of the California Maritime Infrastructure Authority
 - d. Directors and Officers Insurance Update
 - e. Discussion of work plan for 2013

8. Other Business

9. Next Meeting

10. Adjournment

Debbie Nixon

From: Peter Grenell
Sent: Friday, September 21, 2012 11:00 AM
To: Debbie Nixon
Subject: FW: CMIA Meeting Notice
Attachments: CMIA PKT 092612.pdf

Debbie,

Please print out this email and the attachment for me.

Peter

From: DAVID HULL [<mailto:hullspier@aol.com>]
Sent: Friday, September 21, 2012 10:57 AM
To: brian.foss@me.com; Peter Grenell; jwingfield@stocktonport.com; lekers@santacruzharbor.org; brad.gross@dphd.ocgov.com; jmcentee@portofsandiego.org; lgmallon@vcweb.org; jcrider@portofhumboldtby.org; amyc@cityofwestsacramento.org; charchenko@montaguederose.com
Subject: CMIA Meeting Notice

All,
I have attached an agenda and Board packet for the next California Maritime Infrastructure Authority meeting to be held Wednesday, September 26, 2012 at 11:00 AM. The call-in number for this meeting is:

Conference Call in number: 712-432-0220
Passcode: 6511894#

Lastly, just as a reminder, all of you on this email must post the attached agenda (not the whole packet) at your place of business as per CA Government Code section 54953(b).

Talk to you Wednesday!

David Hull

Executive Director

California Maritime Infrastructure Authority

4330 Cedar Street, Suite M

Eureka, CA 95503

(707) 496-3120

(707) 445-0434 Fax

CALIFORNIA MARITIME INFRASTRUCTURE BANK
(not a commercial bank)

September 26, 2012
11:30 AM

Meeting held telephonically, as per Subsection 54953 (b) of the Government Code
Via Teleconference
Conference Call in number: 712-432-0220
Passcode: 6511894#

Teleconference locations
400 Oyster Point Blvd, Suite 300, South San Francisco, CA
2201 W. Washington St, Stockton, CA
185 Moran Way, Santa Cruz, CA
4330 Cedar St., Suite M, Eureka, CA
2801 Townsgate Rd. Suite 221, Westgate Village, CA
27194 Toyon Ridge Road, Valley Center, CA

Agenda

1. Call to Order/Roll Call
2. Executive Director's Report
3. Chairman's Report
4. Treasurer's Report
5. CMIB Business
 - a. Approval of Minutes from the June 27, 2012 CMIB Board meeting.
 - b. Consideration of CMIB Board composition changes
 - c. Report on status of CMIB funding opportunities through the Transportation Reauthorization bill/DBAW Revolving loan fund and others
 - d. Discussion on work plan goals for 2013
6. Other
7. Next Meeting
8. Adjournment

(Subject to Approval)

**CALIFORNIA MARITIME INFRASTRUCTURE BANK
MINUTES
Of
June 27, 2012**

**Meeting held telephonically, as per Subsection 54953 (b) of
the Government Code**

1. Roll Call

Meeting called to order at 11:36 AM by Chairman Grenell.

Present:
Peter Grenell
Jeff Wingfield
Brian Foss

Staff and Guests:
David Hull
Doug Charchenko
Jeff McEntee
Brad Gross

2. Executive Director's Report

Executive Director Hull reported the following:

- Described the year-end report as submitted
- Discussed potential tasks for next year to include exploring opportunities for seed funding and updating membership.

3. Chairman's Report

No Report.

4. Treasurer's Report

Treasurer Wingfield reported that he has still not received a CMIB statement. Board member Foss reported that he gave the bank the

Treasurer's contact info. Treasurer Wingfield noted that he will follow up with the bank and that the balance is approximately \$2,500.00.

5. CMIB Business

a. Approval of minutes from CMIB meeting of April 17, 2012.

Board member Foss made a motion to approve minutes of CMIB meeting of April 17, 2012. Wingfield Seconded the motion. Motion carried without dissent.

b. Consideration of CMIB Board Composition Changes

Doug Charchencko stated that he had contacted Jim Preusch, CFO of the Alameda Transportation Authority and he was interested on serving on CMIB. Doug stated that he would follow up with Jim.

Board member Foss stated that he and Chair Grenell agreed that John McLauren of PMSA would be good on the CMIB Board and would make contact with him.

c. Report on status of CMIB funding opportunities through the Transportation Reauthorization bill/DBAW Revolving loan fund and others

No update from Larry Mallon. Brad Gross reported unknown status of the CA Department of Boating and Waterways.

d. Discussion on work plan for remainder of 2012

The main idea discussed was to work to get the CMIB updated and to continue to explore funding opportunities.

6. Other

None

7. Next Meeting

Next Meeting of the CMIB will be 11:30 AM September 26, 2012

8. Adjournment. Meeting was adjourned at 11:53 AM

Minutes of the Annual Meeting

**CALIFORNIA MARITIME INFRASTRUCTURE BANK
(not a commercial bank)
ANNUAL MEETING
17 FEBRUARY 2011
4 PM AT SANTA CRUZ PORT DISTRICT OFFICE
135-5TH AVE. SANTA CRUZ CA. 95062**

**Via Teleconference
Call In phone Nr. 1-218 936 7930
Pass Code 475 6161#**

**Port District office number if needed
831 475 3054
or B Foss cell 831 212 4797**

Meeting Posted at Santa Cruz Port District Office

1. Roll Call

Chair Grenell called the CMIB annual meeting to order at 5:03 PM.

Introductions – Members: Brian Foss; Peter Grenell; David Hull, Jeff Wingfield; Jeff McEntee; Tom Scheeler

Others: Larry Mallon; Doug Charchenko

Absent: Brad Gross

2. Approval of Minutes

a. CMIB meeting of 9 March 2009
Motion McEntee/Second Grenell – Unanimously approved

b. CMIB meeting 17 February 2010
Motion McEntee/Second Grenell – Unanimously approved

- 3. Chairman's Report** – Chair Grenell had nothing to report.
- 4. Treasurer's report** – Treasurer Wingfield reported that there was \$2,500 in checking. He reported that he will check on account status as soon as possible.
- 5. CMIB business** – Brian Foss noted that the are in the process of preparing the annual Secretary of state filing.

6. Election of Officers for 2011

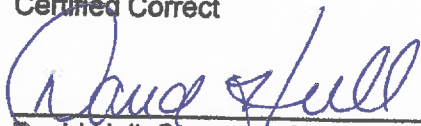
Motion Jeff McEntee/Second Tom Scheeler to return slate of officers for 2011.

Peter Grenell – Chair
Brian Foss – Vice Chair
Jeff Wingfield – Treasurer
David Hull – Secretary

Motion passed unanimously

7. Adjournment. Chair Grenell adjourned at 5:07 PM

Certified Correct



David Hull, Secretary CMIB

11-17-2011

Date

**CALIFORNIA MARITIME INFRASTRUCTURE BANK
MINUTES
Of
December 14, 2011**

**Meeting held telephonically, as per Subsection 54953 (b) of
the Government Code**

1. Roll Call

Meeting called to order at 10:10 AM by Chairman Grenell.

Present: Peter Grenell Jeff Wingfield
David Hull
Brian Foss

Staff and Guests: Larry Mallon
Doug Charchenko
Genevive Frederick

2. President's Report

President Grenell noted that he has been working with David Hull on some items on the agenda and that previously approved organizational changes have been made to the website. Board member Foss noted one missing name – Grenell stated he would update the web.

3. Treasurer's Report

Treasurer Wingfield reported that he recently sent information to the accountant for the audit. He also noted that he is updating account information.

President Grenell noted the potential value of obtaining a "CalCard" for purchases and travel expenses. He noted possible expenses planned for 2012 and that a CalCard might make a more efficient system. Genevive noted that San Mateo Harbor District successfully uses the CalCard. Treasurer Wingfield and Charchenko supported the concept but wanted appropriate levels of internal controls on purchases. President Grenell suggested the Executive director hold the card but that the Board would decide the expense limit and approval process, e.g. creating a budget cap for

a year. President Grenell suggested that he and Hull work on the forms and limits and bring back a proposal.

4. New Business

a. Consideration of CMIB Executive Director Appointment

Board member Foss made a motion to designate David Hull as Executive Director of the CMIB. President Grenell Seconded. Motion carried without dissent.

Mallon noted that he would propose a change to the bylaws that specifies that the CMIB Executive Director cannot also be CMIB President.

b. Consideration of CMIB Board Composition Changes

Discussion was held regarding possible changes to the composition of the CMIB Board. Presently, the by-laws allow for five directors. With the appointment of David Hull as Executive Director, the CMIB Board presently has three members. Discussion was held regarding the need to change the bylaws to reflect that the Executive Director was not a member of the Board of Directors and that the CMIB Board be expanded to 7 members of varied disciplines. Board member Foss made a motion to change the composition of the CMIB Board and expand it to seven members and to remove the Executive Director from the Board of Directors. Treasurer Wingfield Seconded. Discussion continued that with seven members on the CMIB Board and only three presently on the Board that there would not be a quorum.

Board member Foss recalled his motion and made a motion to change the bylaws to state that the President shall not be the Executive Director and the new Executive Director shall not be a member of the Board of Directors. Treasurer Wingfield seconded the motion. Motion carried without dissent.

Treasurer Wingfield made a motion to for the CMIB President to appoint a nominating committee to look for new members. Board member Foss seconded the motion.

Motion carried without dissent.

President Grenell appointed himself and Board member Foss to look for new CMIB members and to coordinate the search with the Executive Director and other CMIB Staff.

c. CA Maritime Leadership Symposium Booth Update

Board member Foss asked for clarification that the CMIA was sponsoring a CMIA/CMIB booth at the upcoming CA Maritime Leadership Symposium in Sacramento, Feb 1-2, 2012. The CMIB Board confirmed the \$1,500 sponsorship. Board member Foss noted that he and Hull will be attending on behalf of the CMIA/CMIB.

d. Consideration of Sponsoring a Financing Seminar for the harbor community (1 NorCal/1SoCal).

President Grenell noted that Mallon had put this idea forward noting that it has been a couple of years since the CMIA/CMIB did some outreach to ports and harbors regarding the organizations available services. He thought it might be timely. Charchenko supported the concept of a free, all inclusive presentation and discussion with ports, harbors and others such as the Corps of engineers. He also supported the concept of having one meeting in southern California and one meeting in Northern California.

Board member Foss made a motion to direct the Executive Director to work on a draft plan to investigate a north and south financial seminar. Treasurer Wingfield seconded the motion.
Motion carried without dissent.

A brief discussion was held with all in agreement that the Executive Director, Mallon and Charchenko would develop the finance seminar plan.

e. Consideration of Draft CMIA/CMIB 2012 Strategic Action Plan

Hull discussed that the draft was a work in progress and asked for comments on the plan and on the proposed timeline of activities.

Charchenko suggested that this plan be a part of the financing seminar discussion between staff. Executive Director asked for comments back from the rest of the Board by mid-January 2012

5. Next Meeting

Next Meeting of the CMIB will be 11:00 AM January 11, 2012

(Subject to Approval)
CALIFORNIA MARITIME INFRASTRUCTURE AUTHORITY
MINUTES
of
September 26, 2012

Meeting held telephonically, as per Subsection 54953(b) of the Government Code

1. Roll Call

Meeting called to order at 11:00 a.m. by Grenell

Present: Peter Grenell
Jeff Wingfield
Jeff McEntee
Tim Petrusha for Jack Crider

Absent: Amy Cameron
Lisa Ekers
Jack Crider
Brad Gross

Staff and Guests: Doug Charchenko
David Hull
Brian Foss
Larry Mallon
John Powell

2. Public Comment

None

3. Approval of Minutes

Motion McEntee to approve minutes of June 27, 2012. Seconded by Wingfield.

Roll Call vote:

Grenell	Aye
Wingfield	Aye
McEntee	Aye
Petrusha for Crider	Aye

Amy Cameron	Absent
Lisa Ekers	Absent
Jack Crider	Absent
Brad Gross	Absent

Note: In the future, approval can be made *viva voce* for things like the minutes. (In parliamentary procedure, a *viva voce* vote also signifies a vote taken by word of mouth as in "all those in favour say 'yea'", as distinguished by a written vote, also known as a ballot.)

4. Executive Director's Report

Executive Director Hull reported the following:

- Hull attended the California League of Cities Annual Conference and Expo in San Diego on Sept. 5 and 6. Had a CMIA booth. Good opportunity to get CMIA name out there. More than 1,700 people attended. City of Martinez expressed interest. Pittsburg, Antioch, Martinez and one other City may come together and do some kind of collective action that may result in a Marx-Bruce funding. Mallon will follow-up on this.
- On August 27, 2012 the Port of Hueneme voted to join CMIA. Charchenko will follow-up. He will discuss with Hueneme any projects they may have in mind.

5. Chairman's Report

Chairman Grenell reminded group that CMANC is meeting in Oakland on Oct. 10 through Oct. 12. Grenell and Grindy will be attending.

6. Treasurer's Report

Wingfield reported that the bank account is in the \$130,000 range. He appreciates support on the audit. Had to change accountants and should now be close to finalizing the audit.

7. CMIA Business

- a. Consideration of participating in the Working Waterfront Symposium in Tacoma, WA on March 25-28, 2013

Organized by Sea Grant operations. Acquired a federal EVA grant of approx. \$225,000 to organize events. October 5 is deadline for submitting proposals for workshops, papers, etc. Might be worth CMIA having a more formal presence at the symposium.

McEntee asked how well attended last year's symposium was. Per Grenell, there were several hundred people there, mostly from East Coast and Great Lakes; a few were from West Coast.

Options for participation:

Write and present a paper (Financing and other strategies)

Organize a workshop

Motion Grenell to approve Hull to attend symposium on behalf of CMIA. Hull will draft paper. Seconded by McEntee.

Roll Call vote:

Grenell	Aye
Wingfield	Aye
McEntee	Aye
Petrusha for Crider	Aye

Amy Cameron	Absent
Lisa Ekers	Absent
Jack Crider	Absent
Brad Gross	Absent

b. Consideration of approval of Executive Director stipend

Given all the work Hull is and has been doing, propose that he is given a stipend of \$500 per month.

A subcommittee of Grenell and Wingfield will meet and develop a proposal for a stipend.

c. Consideration of approval of the Port of Hueneme as a member of the California Maritime Infrastructure Authority

Jack Crider joined meeting during discussion of this item.

Motion by McEntee to approve Port of Hueneme as a member of CMIA conditioned on receipt of a certified resolution from Port of Hueneme Board. Seconded by Wingfield

Roll Call vote:

Grenell	Aye
Wingfield	Aye
McEntee	Aye
Jack Crider	Aye

Amy Cameron	Absent
Lisa Ekers	Absent
Brad Gross	Absent

d. Directors and Officers Insurance Update

Wingfield is waiting for audit results before proceeding on this item.

e. Discussion of work plan for 2013

Hull will put together a work plan and send to members for consideration.

Not sure if it would be beneficial to do a financing seminar in 2013. Will hold off until 2014.

8. Other Business

None.

9. Next Meeting

Next meeting is scheduled for December 19, 2012 at 11:00 a.m.

10. Adjournment

Motion McEntee to adjourn the meeting. Seconded by Wingfield. Meeting adjourned at 12:06 p.m.