



VENTURA PORT DISTRICT BOARD OF PORT COMMISSIONERS

Everard Ashworth, Chairman
Brian Brennan, Vice Chairman
Jim Friedman, Secretary
Chris Stephens, Commissioner

Oscar Peña, General Manager
Roland Trinh, Legal Counsel
Jessica Rauch, Clerk of the Board

PORT COMMISSION AGENDA REGULAR MEETING APRIL 25, 2018 AT 7:00PM VENTURA PORT DISTRICT OFFICE 1603 ANCHORS WAY DRIVE VENTURA, CA 93001

A **Closed Session** of the Board will be held at **5:30PM** at the Port District Office located at 1603 Anchors Way Drive, Ventura, CA, to discuss the items on the Attachment to Agenda-Closed Session Conference with Legal Counsel.

The Board will convene in **Open Session** at the Port District Office located at 1603 Anchors Way Drive for its Regular Meeting at **7:00PM**.

ADMINISTRATIVE AGENDA:

CALL TO ORDER: By Chair Everard Ashworth.

PLEDGE OF ALLEGIANCE: By Chair Everard Ashworth.

ROLL CALL: By the Clerk of the Board.

ADOPTION OF AGENDA (3 minutes)

Consider and approve, by majority vote, minor revisions to agenda items and/or attachments and any item added to, or removed/continued from the Port Commission's agenda. Administrative Reports relating to this agenda and materials related to an item on this agenda submitted after distribution of the agenda packet are available for public review at the Port District's office located at 1603 Anchors Way Drive, Ventura, CA during business hours as well as on the District's website - www.venturaharbor.com (Port District Business-Port Commission & Meeting Schedule). Each item on the agenda shall be deemed to include action by an appropriate motion, resolution or ordinance to take action on any item.

APPROVAL OF MINUTES (3 minutes)

The Minutes of the April 11, 2018 Regular Meeting will be considered for approval.

PUBLIC COMMUNICATIONS (3 minutes)

The Public Communications period is set aside to allow public testimony on items not on today's agenda. Each person may address the Commission for up to three minutes or at the discretion of the Chair.

CLOSED SESSION REPORT (3 minutes)

Closed Sessions are not open to the public pursuant to the Brown Act. Any reportable actions taken by the Commission during Closed Session will be announced at this time.

BOARD COMMUNICATIONS (5 minutes)

Port Commissioner's may present brief reports on port issues, seminars, meetings and literature that would be of interest to the public and/or Commission, as a whole. In addition, Port Commissioners should provide a brief summary and disclose any discussions he or she may have had with any Port District Tenants related to Port District business.

DEPARTMENTAL AND GENERAL MANAGERS REPORTS (5 minutes)

Ventura Port District Staff and General Manager will give the Commission reports on their Department and items of general interest to the Port Commission and members of the public.

LEGAL COUNSEL REPORT (5 minutes)

CONSENT AGENDA: (5 minutes)

Matters appearing on the Consent Calendar are expected to be non-controversial and will be acted upon by the Board at one time, without discussion, unless a member of the Board or the public requests an opportunity to address any given item. Approval by the Board of Consent Items means that the recommendation is approved along with the terms set forth in the applicable staff reports.

A) Approval of New Office Lease Agreement for Virtual Pacific Networks

Recommended Action: Voice Vote.

That the Board of Port Commissioners approve a new Office Lease Agreement between the Ventura Port District dba Ventura Harbor Village and Ron Baldonado dba Virtual Pacific Networks for the premises located at 1591 Spinnaker Drive #201 consisting of a total of 746 square feet for a one (1) year term.

B) Approval of New Office Lease Agreement for Harbour Village Insurance Agency

Recommended Action: Voice Vote.

That the Board of Port Commissioners approve a new Office Lease Agreement between the Ventura Port District dba Ventura Harbor Village and Harbour Village Insurance Agency for the premises located at 1583 Spinnaker Drive #211 consisting of a total of 492 square feet for a three (3) year term with a two (2) year option.

STANDARD AGENDA:

1) Update on Holiday Inn Express Expansion

Recommended Action: Informational.

That the Board of Port Commissioners receive an informational report from Harbor Island Hotel Group, L.P. regarding the expansion of the Holiday Inn Express.

2) Harbor Village Capital Projects and Funding Opportunities

Recommended Action: Informational.

That the Board of Port Commissioners receive an informational report from Brandis Tallman LLC regarding financing options for the Ventura Harbor Marina and Fish Pier.

3) Approval of 2018 Lifeguard Services Contract

Recommended Action: Roll Call Vote.

That the Board of Port Commissioners authorize the General Manager to enter into a contract with State Parks to provide Lifeguard Services from mid-May 2018 through Labor Day 2018 at Harbor Cove and Surfers Knoll beaches for \$80,055.62.

AGENDA PLANNING GUIDE AND REQUEST FOR FUTURE AGENDA ITEMS

ADJOURNMENT

*This agenda was posted on Friday, April 20, 2018 by 5:00 p.m.
at the Port District Office and on the Internet –
www.venturaharbor.com (Port District Business-Port Commission & Meeting Schedule).*

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*In compliance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting, please contact the Ventura Port District at (805) 642-8538. Notification 48 hours before the meeting will enable the District to make reasonable arrangements to ensure accessibility.
(28 CFR 35.102.35.104 ADA Title II)*

**ATTACHMENT TO PORT COMMISSION AGENDA
CLOSED SESSION CONFERENCE WITH LEGAL COUNSEL**

WEDNESDAY, APRIL 25, 2018

1. Conference with Real Property Negotiators - Per Government Code Section 54956.8:

- a) Property: **1591 Spinnaker Drive #201**
Negotiating Parties: Oscar Peña, Brian Pendleton, Timothy Gosney
Under Negotiation: **Office Lease Agreement for Virtual Pacific Networks**
- b) Property: **1583 Spinnaker Drive #211**
Negotiating Parties: Oscar Peña, Brian Pendleton, Timothy Gosney
Under Negotiation: **Office Lease Agreement for Harbour Village Insurance Agency**
- c) Property: **Parcel 20**
Negotiating Parties: Oscar Peña, Brian Pendleton, Timothy Gosney
Under Negotiation: **Potential Assignment of Lease**
- d) Property: **Parcel 5 and Parcel 8**
Negotiating Parties: Oscar Peña, Brian Pendleton, Timothy Gosney
Under Negotiation: **Lease Negotiations with H. Parker Hospitality**

2. Conference with Legal Counsel - Potential Litigation per Government Code Section 54956.9(d)(2): One case.



BOARD OF PORT COMMISSIONERS

APRIL 25, 2018

APPROVAL OF MINUTES

APRIL 11, 2018 MEETING

VENTURA PORT DISTRICT

BOARD OF PORT COMMISSIONERS MINUTES OF APRIL 11, 2018



The Regular Meeting of the Ventura Board of Port Commissioners was called to order by Chairman Everard Ashworth at 7:11PM at the Ventura Port District Administration Office, 1603 Anchors Way Drive, Ventura, CA 93001.

Commissioners Present:

Everard Ashworth, Chairman
Brian Brennan, Vice Chairman
Jim Friedman, Secretary
Chris Stephens

Commissioners Absent:

None

Port District Staff:

Oscar Peña, General Manager
Brian Pendleton, Deputy General Manager
Robin Baer, Property Manager
Frank Locklear, Marina Manager
Jennifer Talt-Lundin, Marketing Manager
Richard Parsons, Consultant
Jessica Rauch, Clerk of the Board

Legal Counsel:

Timothy Gosney
Dominic Nunneri

AGENDA

CALL TO ORDER: By Chairman Everard Ashworth at 7:11PM.

PLEDGE OF ALLEGIANCE: By Commissioner Stephens.

ROLL CALL: All Commissioners were present.

ADOPTION OF AGENDA

ACTON: Commissioner Friedman moved, seconded by Commissioner Brennan and carried by a vote of 4-0 to adopt the April 11, 2018 agenda.

APPROVAL OF MINUTES

The Minutes of March 28, 2018 Regular meeting were considered as follows:

ACTION: Commissioner Brennan moved, seconded by Commissioner Stephens and carried by a vote of 4-0 to approve the minutes of the March 28, 2018 regular meeting.

PUBLIC COMMUNICATIONS: Sam Sadove reported that he spoke to the City about the plans for the Anchors Way Drive construction and Mr. Sondermann has not returned them with his comments. The tenants need to know what the plan is for construction, traffic and access.

CLOSED SESSION REPORT: Mr. Gosney stated that the Board met in closed session; discussed and reviewed all items on the closed session agenda. Staff was given instructions on how to proceed as appropriate and there was no action taken that is reportable under The Brown Act.

BOARD COMMUNICATIONS: None.

STAFF COMMUNICATIONS: Mr. Peña would like to start presenting proclamations to tenants for their anniversary milestones. He also updated the Commission on the vacating of the dry storage lot. Ms. Talt-Lundin announced that on May 11th, Island Packers will be celebrating their 50th Anniversary at the National Park Visitors Center. They had 109,000 passengers in 2017. Also, staff has been working on a smaller scale Pirate Day for June 10th. Mr. Pendleton reported that the Harbor Village Painting Project proposal is complete and has been sent out to three firms.

LEGAL COUNSEL REPORT: None.

CONSENT AGENDA:

A) Approval of First Amendment to Office Lease Agreement for Seth N. Gewirtz, Ted Mechtenberg dba DA Vega/Fisher/Mechtenberg LLP

Recommended Action: Voice Vote.

That the Board of Port Commissioners approve a First Amendment to an Office Lease Agreement between the Ventura Port District dba Ventura Harbor Village and Seth N. Gewirtz, Ted Mechtenberg dba DA Vega/Fisher/Mechtenberg LLP for 1567 Spinnaker Drive #202, consisting of a total of 573 square feet for a three year term with a two year option.

ACTION: Commissioner Brennan moved, seconded by Commissioner Stephens and carried by a vote of 4-0 to approve a First Amendment to an Office Lease Agreement between the Ventura Port District dba Ventura Harbor Village and Seth N. Gewirtz, Ted Mechtenberg dba DA Vega/Fisher/Mechtenberg LLP for 1567 Spinnaker Drive #202, consisting of a total of 573 square feet for a three year term with a two year option.

B) Approval of Out of Town Travel Request

Recommended Action: Voice Vote.

That the Board of Port Commissioners approve the out of town travel request for Marketing Manager, Jennifer Talt-Lundin.

ACTION: Commissioner Brennan moved, seconded by Commissioner Stephens and carried by a vote of 4-0 to approve the out of town travel request for Marketing Manager, Jennifer Talt-Lundin.

STANDARD AGENDA:

1) Approval of MOU/CBA with Teamsters 186 Representing the Dockmaster/Security Officer Unit

Recommended Action: Roll Call Vote.

That the Board of Port Commissioners adopt Resolution No. 3349, approving the Memorandum of Understanding Collective Bargaining Agreement between the Ventura Port District and the International Brotherhood of Teamsters Local Union No. 186, representing all regular full-time employees classified as the Port District Courtesy Patrol.

ACTION: Commissioner Brennan moved, seconded by Commissioner Friedman and carried by a vote of 4-0 to adopt Resolution No. 3349, approving the Memorandum of Understanding Collective Bargaining Agreement between the Ventura Port District and the International Brotherhood of Teamsters Local Union No. 186, representing all regular full-time employees classified as the Port District Courtesy Patrol, with the following revision:

ARTICLE 24 – WAGES

Effective on the ratification date of this MOU, the monthly salary range for the represented positions of the Port District Courtesy Patrol shall be:

Salary Range Year 1	\$2,739 - \$4,152/month
Salary Range Year 2	\$2,821 - \$4,277/month

Effective upon ratification of this MOU, the represented employees shall receive an increase of 8%, of which 7% will be attributed to the employee's share of the PERS retirement benefit as outlined in Article 25. Additionally, upon the date this MOU is approved by members of the unit and approved and implemented by the Board of Port Commissioners, the employees shall be paid a one-time bonus of \$250. Upon the 13th month of the proposed MOU term, the represented employees' wages shall be adjusted by 2% with a satisfactory evaluation.

2) Consideration of Rejection of Claim by Priscilla Levy, Sandra Aiken, Ashley Hwang and Janice Hwang

Recommended Action: Voice Vote.

That the Board of Port Commissioners take action to reject a claim filed against the Ventura Port District on March 27, 2018 by Priscilla Levy, Sandra Aiken, Ashley Hwang and Janice Hwang and authorize the General Manager to execute and mail a Notice of Rejection.

Before the vote, there was a brief review of the reasons for the rejection of the request for approval of the assignment in November, 2017, based on the fact that the proposed assignee appeared to have considerably less financial worth to stand behind the business than the existing lessees.

ACTION: Commissioner Stephens moved, seconded by Commissioner Friedman and carried by a vote of 4-0 to reject a claim filed against the Ventura Port District on March 27, 2018 by Priscilla Levy, Sandra Aiken, Ashley Hwang and Janice Hwang and authorize the General Manager to execute and mail a Notice of Rejection.

AGENDA PLANNING GUIDE AND REQUEST FOR FUTURE AGENDA ITEMS: None.

ADJOURNMENT: The meeting was adjourned at 7:41PM.

Secretary



BOARD OF PORT COMMISSIONERS APRIL 25, 2018

DEPARTMENTAL STAFF REPORTS

DREDGING
FEDERAL
FACILITIES
HARBOR PATROL
MARINA
MARKETING
PROPERTY

RWP DREDGING MANAGEMENT

Richard W. Parsons
2271 Los Encinos Road
Ojai, California 93023
Phone/Fax (805) 649-9759

April 25, 2018

Board of Port Commissioners
Ventura Port District
1603 Anchors Way Drive
Ventura, CA 93001

Subject: March/April 2018 Dredging Activities and Special Projects Report

The Dredging Program Manager's activities for the March/April 2018 period are reviewed below:

FY2018 and FY2019 Federal Funding

With the signing of the FY2018 Omnibus Appropriations Act into law on March 23, the Corps of Engineers is now putting together the FY2018 Work Plan. While the Corps maintenance dredging of Ventura Harbor for FY2018 has been completed, we have requested that possibly about \$700,000 be included in that Work Plan for Ventura Harbor so that those funds could supplement the \$5,370,000 to be provided for FY2019. The Work Plan should be available in mid to late May.

Corps of Engineers

Col Gibbs, the Los Angeles District Engineer will be leaving the District on July 19, 2018. He is planning to make a final visit to Ventura Harbor on May 20, 2018.

Parking Lot Slurry Seal Work

Toro Enterprises began the parking lot slurry work on Tuesday, April 17, 2018. The work was expected to be completed by Friday, April 27, however, the wet conditions on the morning of the 19th will push the completion of the work till the first week of May.

Fish Pier Deck Investigation

Concrete cores were moved from the pier deck in late March 2018 and are presently being analyzed. We expect to have the results of that analysis during the first part of May.

Regardless of the results of that analysis it is becoming readily apparent that in the not too distant future the District needs to confront replacing the pier. Noble Consultants cost estimate to demolish the existing pier and construct a new pier is at least \$3 million and possibly as much as \$5 million. In light of that reality, I have had preliminary discussions with the California Coastal Conservancy relative to their funding participation in that effort. The response has been very positive.

Respectfully submitted,

Richard Parsons

Dredging and Special Projects Consultant



Monthly Federal Update March 2018

Omnibus

The President signed the FY2018 Omnibus Appropriations Act (HR 1625) into law on March 23. The new law sets final spending levels for the remainder of FY2018 and establishes a de facto baseline for FY2019 funding. Outrage by many fiscal conservatives – inside Congress and out – led the President to threaten, briefly, that he would veto the bill. Since signing it, President Trump has met with congressional Republicans to discuss ways to rescind some of the spending provisions in the bill although it is not clear what would be targeted nor how this would be carried out.

The omnibus provides a total of \$1.29 trillion for federal discretionary programs, a nearly ten percent increase over FY2017. The new law provides \$700 billion for defense and \$591 billion for non-defense programs. Within these totals, the spending bill provides an additional \$21.2 billion over FY2017 for transportation, water and wastewater projects, rural broadband, and other infrastructure programs.

Infrastructure related increases of note include:

- \$1.5 billion for the TIGER transportation discretionary grant program, an increase of \$1 billion over FY2017.
- \$44.234 billion for Federal-aid highways, **plus an additional \$2.565 billion** to supplement the highway program. Of this additional amount, \$225 million is set aside for a new competitive bridge program in states with a population density of less than 100 persons per square mile – a measure California does not meet. The remaining new funding will be distributed to states via formula.
- \$4.35 billion for the Airport Improvement Program, an increase of \$1 billion over FY2017. The FAA is directed to prioritize small-hub and non-hub airports for grants from added funding.
- \$1.694 billion for EPA's Clean Water State Revolving Fund and \$1.164 billion for the Drinking Water SRF, an increase of \$300 million for each program over FY2017.
- \$63 million for the WIFIA water infrastructure loan program, an amount that can be leveraged into a loan volume of \$6 billion
- \$54.4 million for the Title XVI water recycling program, an increase of \$20 million increase over FY2017. This total includes \$34.4 million for prior-

authorized projects and \$20 million for projects recognized through the new WIIN-authorized process.

- \$100 million for the Port Security Grant Program, an amount equal to FY2017. The Senate had proposed cutting the program in half.

For the civil works program, the FY2018 Omnibus increased funding for every major account for the US Army Corps of Engineers (Corps). The chart below provides a snapshot of annual increases to the Corps through the appropriations process. In addition to these programmatic funding increases, the FY2018 Omnibus maintained the \$5.163M identified in the President's FY2018 budget proposal for annual maintenance dredging of the Ventura Harbor.

Account	FY16 President's Budget vs FY16 Omnibus	FY17 President's Budget vs FY17 Omnibus	FY18 President's Budget vs FY18 Omnibus
GI	\$97M/\$121M \$24M increase	\$85M/\$121M \$36M increase	\$86M/\$123M \$37M increase
CG	\$1.172B/\$1.862B \$688M increase	\$1.090B/\$1.876B \$786M increase	\$1.02B/\$2.085B \$1.065B increase
O&M	\$2.71B/\$3.137B \$420M increase	\$2.705B/\$3.149B \$444M increase	\$3.1B/\$3.63B \$530M increase
New Starts	2 studies and 4 construction/10 studies and 6 construction	1 construction/6 studies and 6 construction	None/6 studies and 5 construction

The passage of an omnibus bill containing broad increases to infrastructure funding has made it more unlikely that a broad infrastructure bill will move through Congress this year. President Trump and key congressional leaders have said as much and important Administration officials tied to the President's plan, notably D.J. Gribbin, who spearheaded the White House effort. Congress is expected to pass infrastructure-related bills this year, such as an FAA authorization and a new Water Resources Development Act (WRDA), and these bills may carry related streamlining reforms and

Congress Begins Work on FY2019 Budget and Infrastructure

Reclamation Commissioner Brenda Burman, the Corps of Engineers' uniformed and civilian leaders, and others agencies involved in physical infrastructure programs have spent the month appearing before multiple committees to discuss the

President's FY2019 budget request. While Congress has rejected already most elements of the budget request – including the steep cuts proposed for most programs – the hearings do offer a constructive venue to understand programmatic needs and for Members of Congress to begin shaping funding bills for the coming year.

This year, these hearings are also providing a glimpse into how Congress may address the Trump Administration's goals to increase funding for infrastructure and reduce the time and expense of delivering projects. Committees are expected to release drafts of the Water Resources Development Act of 2018 in May or June. Retiring Senator Jeff Flake (R-AZ) has introduced the Water Supply Infrastructure and Drought Resilience Act of 2018 (S. 2563) which may form the core of a broader package to address water supply needs in the West or the nation.

Similar bills to address transportation, energy, and communications needs are also poised to move forward as Congress also tries to advance a Farm Bill that could address many water and transportation needs for rural areas. Whether bundled together or passed individually, these bills could represent Congress' best attempt to respond to popular pressure for improved infrastructure. Any new funding is likely to fall far short of the trillion-dollar goals of the President and congressional Democrats however.

Administration Shake Ups Continue

President Trump has continued to shuffle his Cabinet and team of senior advisors. He dismissed Secretary of State Rex Tillerson and has nominated CIA Director Mike Pompeo to take over State. Trump has nominated Gina Haspel, a career intelligence officer, to lead CIA.

Trump has announced he will replace General H.R. McMaster with former U.N. Ambassador John Bolton as National Security Advisor in April. Bolton is expected to dismiss a large number of NSC staff when he assumes his new role.

Gary Cohn, Director of the National Economic Council and the chief economic adviser to the president, stepped down on March 6. A leading supporter of free trade, Cohn found himself on the losing side of an increasingly protectionist White House staff. Economist and television commentator Larry Kudlow has agreed to take over for Cohn. A former-Democrat, Kudlow has served as staff at the Federal Reserve Bank of New York and in the Office of Management & Budget during Ronald Reagan's first term. Later, he served as Chief Economist at the financial firm Bear Stearns.

Communications Director Hope Hicks announced at the end of February that she will leave the White House and her departure is still pending.

VENTURA PORT DISTRICT
DEPARTMENTAL STAFF REPORT

Meeting Date: April 25, 2018

TO: Board of Port Commissioners
FROM: Joe A. Gonzalez, Facilities Manager
SUBJECT: March 2018 Facilities Report

FACILITIES

Continuing to perform preventive maintenance on certain areas that need immediate attention on the Ventura Harbor Village buildings to prevent dry rot damage to existing areas, this include sills, trim, and other areas.

Before



After



The Ventura City Fire Department performed there Annual Fire prevention inpection at the Ventura Harbor Village public areas and buildings. Happy to report that Ventura Harbor Village continues to be in compliance. All five years of inspection records performed by a licenced company were on hand to present to the inpector.

The 1603 Administration building Elevator has passed it's anually inpection, including it's fire prevention testings. The elevator operating permit was received this week.

MARINA

Continue to perform the monthly inspections on all gangways, docks, fish pier cranes, fire extinguisher, fire boxes.

MARKETING

The Maintenance Department continues to provide assistance to the Marketing Department on weddings, set-up for events, during events, installation of banners/flyers, or whatever the needs are to make a successful event.

ON-GOING PROJECTS

Remodeling of 1567 Suite 202 and 1575 Suite 201 - Both projects are going as planned and within budget.

Harbor Cove and Surfers Knoll public shower stands replacements - The replacement of the stainless shower stands are part of the Capital Improvement for this fiscal year. The outdoor public showers have been ordered and are expected to arrive by the end of the month. The cost and labor to install all four stainless steel outdoor showers are within the approved budget of \$25,000.00

Re-Roofing Phase II (1431, 1591, 1691) - Roofing project is going well. The roof electrical installation/detail is being finalized. The rain gutters have been approved by staff and are expected to arrive soon. Garland will start the installation of the gutters as soon as they arrive.

VENTURA PORT DISTRICT DEPARTMENTAL STAFF REPORT

Meeting Date: April 25, 2018

TO: Board of Port Commissioners
FROM: John Higgins, Harbormaster
SUBJECT: March 2018 Harbormaster/Harbor Patrol Report

PUBLIC SAFETY

Overview:

The harbor remains busy both on land and water. The longer days are bringing more activity to the area in the late afternoons and the daily sunsets have not disappointed. Other than a number of late season weather events, regular strong winds, the activity has not been hampered.



Weather:

We routinely get calls requesting information on weather. Last month I mentioned a favorite website (windy.com) that provides this information in a visually pleasing manner. For some like myself who look to practice weather knowledge, the NOAA National Weather Service is the go to place for the kitchen sink of weather products. (weather.gov/lox) We are fortunate to have the NWS Los Angeles Office here in Oxnard. The staff is exceptional and often provides us with specialized products before events occur. For the boater or weather enthusiast, their main page offers numerous products to help plan activities. To get a deeper understanding of the current forecasts within this site is forecast discussion, which essentially walks the reader through the process and information used to create the forecasts. Things to look out for when reading this section is the level of confidence in the product. The confidence is based on many factors and will increase when many of the factors or models agree. The product is updated a couple of times a day.



The Marine Weather forecast is specifically designed for boaters. For our area the East Santa Barbara Channel is the product. Boaters should always pay attention to the small craft, gale, and special weather statements within this site. We often remind boaters that this is a forecast or a prediction of the expected weather. We caution them that just because it is sunny and calm at that time, the conditions could deteriorate rapidly as predicted by the forecast.



BEACHES

Harbor Cove:

We are fortunate that last month's beach grooming occurred. The movement of sand away from the walls kept much of it on the beach over the last few weeks of heavy winds.

The City of Ventura Corporate games held their beach volleyball competition on April 14th. They return on May 5th for their sand castle building, tug-o-war, cornhole finals, and closing ceremonies.



South Beach:

The sand replenishment has helped minimize the beach scouring during these past few weeks of strong winds. Like Harbor Cove, the beach grooming that occurred in the area of Surfers Knoll helped keep most of the sand out of the parking lots and street.

We are working with California State Parks to put out the lifeguard tower on the 24th. The location will remain directly in front of the Surfers Knoll parking lot. Due to the extra beach that was created South of Surfers Knoll, flags will be utilized to encourage water activities to stay within this guarded area.

EQUIPMENT

Rescue Vessels:

I am pleased to report we currently have three boats in service. Thanks to the maintenance staff and Harbor Patrol Officer Bobby Crane, we were able to identify and repair issues on Boat 19 that will be reimbursed under the manufacturer warranty.

We will be looking to haul out Boat 17 in the near future to change out the motors, which have over 3500 hours on them. This exceeded our typical replacement time due to a number of unforeseen issues within the fleet. The newer motors will have less than 1000 hours on them.

The Fireboat was planned to have the PVC plumbing replaced with stainless steel to provide for better reliability and longevity. This has been delayed with the other issues and the monies to do the work will be requested to be carried over to the next budget.

TRAINING/MEETINGS/MOU'S

Oxnard College Regional Lifeguard Academy:

The first Oxnard College Regional Lifeguard Academy began Friday, April 20th. The head instructor picked to teach the Academy was our own Marine Safety Officer Jake Findlay. Several other Marine Safety Officers were hired by the College to assist in teaching the four weekend program. I feel this speaks highly of our Marine Safety Officers level of experience and expertise.



Soundings:

The main channel and sand trap remain essentially the same. We have noticed extremely minor shoaling near the Arundell Barranca. Dredging Consultant Richard Parsons has been made aware and there is no issue to navigation.

911 CALLS (27 CALLS RECEIVED)

Incident	Case Numbers	Units	Priority	Problem	Agency	Address	City	Response Date
18-0021044		HARB10, ME2	F7	INVESTIGATION	Ventura County Fire Department	1198 Navigator Dr	Ventura	3/15/2018 1:19:54 PM
18-0021210		HARB10, ME2, MED481	M3	BREATHING PROBLEMS HIGH	Ventura County Fire Department	1100-1399 Spinnaker Dr	Ventura	3/16/2018 3:41:08 AM
18-0023454		HARB10, ME2	F7	COMMERCIAL FIRE ALARM	Ventura County Fire Department	1050 Schooner Dr	Ventura	3/23/2018 11:01:12 PM
18-0023518		HARB10, ME2, MED482	M3	CARDIAC/RESP ARREST/DEATH HIGH	Ventura County Fire Department	1215 Anchors Way	Ventura	3/24/2018 7:56:36 AM
18-0023621		HARB10, ME2	F7	COMMERCIAL FIRE ALARM	Ventura County Fire Department	1050 Schooner Dr	Ventura	3/24/2018 2:46:53 PM
18-0023710		HARB10, ME2, MED421	M3	BREATHING PROBLEMS HIGH	Ventura County Fire Department	1215 Anchors Way	Ventura	3/24/2018 8:37:42 PM
18-0023787		B10, HARB10, ME5, MED481, MT5	F3	TC MID VEN W/ TRUCK	Ventura County Fire Department	OLIVAS PARK DR / PALMA DR	Ventura	3/25/2018 5:53:11 AM
18-0023855		HARB10, ME2, MED662	M7	OBVIOUS OR EXPECTED DEATH	Ventura County Fire Department	1215 SPINNAKER DR	Ventura	3/25/2018 12:11:16 PM
18-0026672		HARB10, ME2, MED482	M5	TRAUMATIC INJURIES	Ventura County Fire Department	1215 Anchors Way	Ventura	4/5/2018 1:43:17 AM
18-0026830		HARB10, ME2	F7	COMMERCIAL FIRE ALARM	Ventura County Fire Department	1414 Angler Ct	Ventura	4/5/2018 3:47:40 PM
18-0026870		HARB10, ME2, MED482	M5	FALLS NON EMD	Ventura County Fire Department	E Harbor Blvd / Schooner Dr	Ventura	4/5/2018 5:53:11 PM
18-0027022		HARB10, ME2, MED482	M7	SICK PERSON NO CODE	Ventura County Fire Department	1867 Spinnaker Dr	Ventura	4/8/2018 9:32:03 AM
18-0027370		HARB10, ME2, MED663	M5	UNKNOWN PROBLEM NON EMD	Ventura County Fire Department	Schooner Dr / E Harbor Blvd	Ventura	4/7/2018 3:21:19 PM
18-0027439		HARB10, MED655, MT5	M5	UNKNOWN PROBLEM NON EMD	Ventura County Fire Department	1559 Spinnaker Dr	Ventura	4/7/2018 8:47:36 PM
18-0027468		HARB10, ME2, MED482	M5	UNKNOWN PROBLEM NON EMD	Ventura County Fire Department	1215 Anchors Way	Ventura	4/7/2018 10:55:11 PM
18-0027651		HARB10, ME2, MED481	M7	SICK PERSON NO CODE	Ventura County Fire Department	1215 Anchors Way	Ventura	4/8/2018 6:06:47 PM
18-0027682		HARB10, ME2, MED481	M5	FALLS	Ventura County Fire Department	2878 Surfrider Ave	Ventura	4/8/2018 8:16:21 PM
18-0028138		HARB10, ME2, MED482	M5	UNKNOWN PROBLEM NON EMD	Ventura County Fire Department	1275 NAVIGATOR DR	Ventura	4/10/2018 1:37:58 PM
18-0028353		HARB10, ME5, MED482	M5	STROKE (CVA)	Ventura County Fire Department	1867 Spinnaker Dr	Ventura	4/11/2018 10:38:20 AM
18-0028761		HARB10, ME2	F7	COMMERCIAL FIRE ALARM	Ventura County Fire Department	1414 Angler Ct	Ventura	4/12/2018 5:24:52 PM
18-0028965		HARB10, ME2, MED482	M5	STROKE (CVA)	Ventura County Fire Department	1215 Anchors Way	Ventura	4/13/2018 2:56:13 PM
18-0028987		AIRSQB, B10, B51, BOAT19, CSTGRD1, EMS46, HARB10, LIFEED1, ME1, MED481, MT5, OR10	F5	OCEAN RESCUE LOW	Ventura County Fire Department	600 E Harbor Blvd	Ventura	4/13/2018 4:27:01 PM
18-0029146		HARB10, ME2, MED481	M5	MEDICAL ALARM	Ventura County Fire Department	1215 Anchors Way	Ventura	4/14/2018 6:59:31 AM
18-0029543		HARB10, ME2	F7	HAZARD INVESTIGATION	Ventura County Fire Department	Schooner Dr / E Harbor Blvd	Ventura	4/15/2018 2:05:44 PM
18-0030094		HARB10, ME5, MED421, MED663	M7	FALLS NO CODE	Ventura County Fire Department	1215 Anchors Way	Ventura	4/17/2018 2:37:52 PM
18-0030171		HARB10, ME2, MED481	M5	UNKNOWN PROBLEM NON EMD	Ventura County Fire Department	1050 Schooner Dr	Ventura	4/17/2018 8:09:29 PM
18-0030626		HARB10, ME2, MED481, MED482	M5	ASSAULT NON EMD	Ventura County Fire Department	1567 Spinnaker Dr	Ventura	4/19/2018 12:17:41 PM

VENTURA PORT DISTRICT**DEPARTMENTAL STAFF REPORT**

Meeting Date: April 25, 2018

TO: Board of Port Commissioners
FROM: Frank Locklear, Marina Manager / Technology
SUBJECT: March 2018 Marina Report

Ventura Harbor Village Marina Occupancy and Squid Production

The marina slip occupancy has remained at near 100%. The 2018-2019 squid season began on April 1st. Ventura Squid landings remain sporadic and limited. Competing West Coast squid producing regions are dormant which is not uncommon for the opening months of a new squid season.

Technology

During April, we continue to explore our options for increasing the District's fiber-optic connectivity capabilities. A report outlining our options to accomplish this mission will be submitted for the May Board meeting.

Marketing/Promotions/Meetings

Date Range: March 1 – March 31, 2018

Media Relations

- Somerville Associates - Travel/Food Writers Ronnie Greenberg/Joe Hilbers visit March 4, 2018.
- Met with Somerville Associates and Murphy O'Brien PR, Portside Ventura publicists, regarding collaborating on a Portside Media Day scheduled for end of Summer 2018
- Hosted [Away Lands](#) Instagram Influencers in a Visit Ventura partnership marketing program to include Ventura Harbor amenities and highlights with photos/video
- Somerville Associates distributed press release for Mermaid Month – 15 media placements including KEYT TV
- Hosted Ventura County Coast for a tour of Ventura Dive & Sport- resulted in Instagram coverage

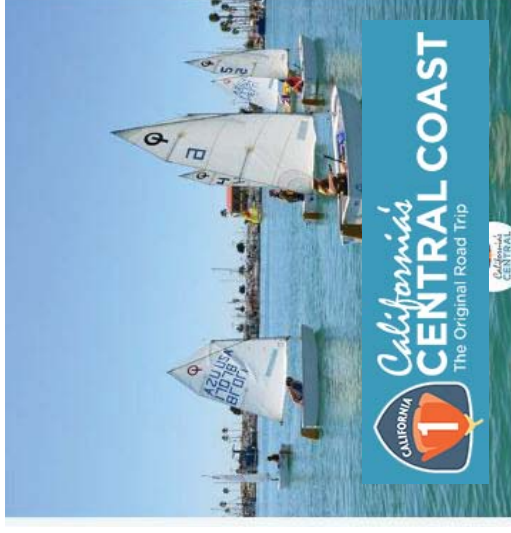
Meetings & Partnerships

- Creative Strategies Harbor Tenant Meeting on March 13 with a focus on experiential retail center
- New Downtown- Harbor Trolley Reception concluded at Ventura Harbor Village, March 15 . Coastal Cone partnered on event. Back of the Trolley Ventura Harbor ad. Ventura Port District participates currently as both an advertiser and as a funding partner in the Trolley service.
- *NOTE: New Trolley resumes April 19. (Thurs.– Sundays: Noon – 8 PM)
- Continual meetings with new manager of Milano's for messaging to customers
- Developed & assisted in the launch of the O-FISH-AI Marketing Strategy/Campaign with Coastal Cone owner Alex Hong March 3

Marketing & Advertising

- 805 Living Magazine – March Dining Issue- Fresh Seafood Focus
- Publicized notices for the Dry Storage Closure on Venturaharbor.com
- Added the Archived Agendas/Minutes to Venturaharbor.com
- Added Residential directory to accommodate Harbor's residential communities
- Met with Fall Car Show organizers to encourage new locations in the Village
- Finalized the details for the Fall Art & Street Painting Festival in Sept. 2018
- Advertising print focus on Mermaid Month, Spring Break Seaside
- Secured live entertainers for Spring Break Village stage

21

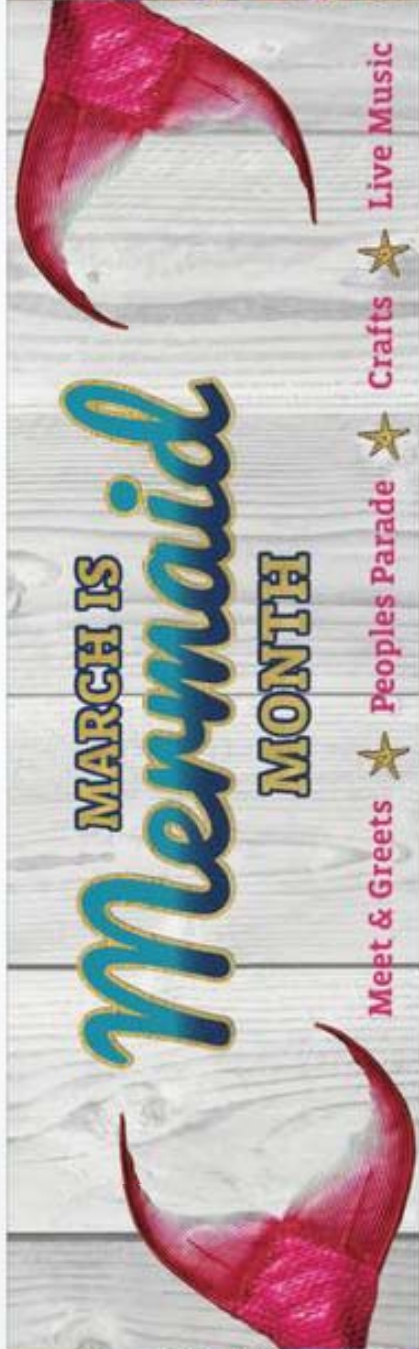


CALIFORNIA'S CENTRAL COAST

March 23

Nestled in between Santa Barbara and Los Angeles is the beautiful beach town of Ventura. Come enjoy a day at the famous Ventura Harbor Village where you will find shops, restaurants, live entertainment, and harbor tours just to name a few.





MARCH IS Mermaid MONTH

Meet & Greet ★ Peoples Parade ★ Crafts ★ Live Music

OVERVIEW

25,603 Pedestrians tracked* on 4 dedicated Mermaid Event days (*MotionLoft)

Developed unique Mermaid Photo Experience displayed daily for Mermaid Month

98 entires for Mermaid Giveaway valued for over \$300 in product and experiences

Created Mermaid themed Scavenger Hunt with themed gift prizes

Paid Blog with Visit Ventura resulted in over 90,000 impressions & 55,000 people reached

75% of retailers participated in Mermaid Month experience as well as several restaurants

March 24th generated leading monthly sales for several tenants

15 Editorial Placements / Unique Visitors On Web: 6,505,643 Including KEYT - TV coverage

Instagram Engagement on Mermaid Content = 4,268 | Total Reach = 63,713

Mermaid Month Budget: \$4k

PROMOTIONS

Print advertisements in the following publications:

- Ventura
- Time Out
- Ventura County Star
- Signal (Santa Clarita)
- Happenings (Camarillo)
- The Acorn (Thousand Oaks & Camarillo Markets)
- SB Family Life (Santa Barbara)

Additional Mermaid Promotions:

- Large posters displayed in California Welcome center and Ventura Visitors Bureau
- Mermaid Month Banners displayed at Harbor Village entrances and on promenade
- Mermaid Month sign board with schedule of events
- Mermaid Month Magnets given out at various retail shops and at events





Golden Egg Hunt

- 4 Day Golden Egg Hunt opportunity for visitors to participate onsite
- 20 eggs hidden total, 5 eggs hidden per day
- 35 total prizes donated for egg hunt, with participation from 15 tenants
- 15.4% E-newsletter open rate, 1,259 readers

31,792 Social Post Reach

1,927 Social Post Engagement

"We had a number of people coming in the store and asking us about the Golden Egg Hunt"
 - Ventura Swimwear Business Owner

Instagram Analytics

Date Range: March 1 – March 31, 2018

TOP INSTAGRAM POSTS



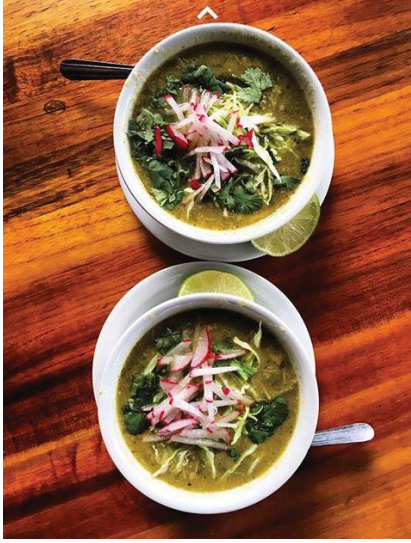
402 Engagements

Assisted Coastal Cone with
Taiyaki Fish Cone product launch



346 Engagements

Tall Ships on-site in Ventura
Harbor until March 5th

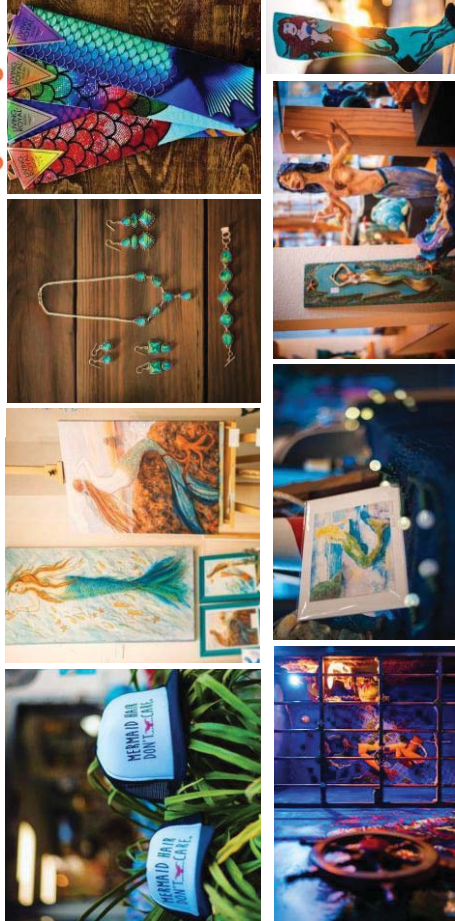


133 Engagements

Promoted new menu items at
Milano's: now under new ownership

CAMPAIGN HIGHLIGHTS

MERMAID MERCHANDISE Retailer Highlight



ENGAGEMENT

8,422
Likes Received

309
Comments Received

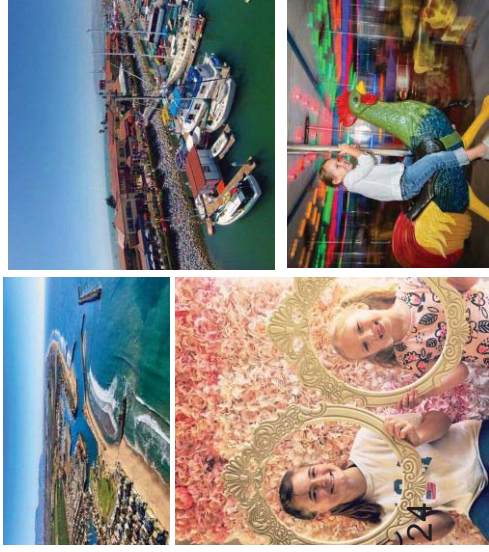
FOLLOWERS

Followers
Gained
9,879
Total Followers
240

Total followers increased by
2.5%
since previous month

Marketing Report March 2018

SPRING BREAK Seaside



Facebook & Twitter Analytics

Date Range: March 1 – March 31, 2018

FACEBOOK

653,335

Impressions

6,246

Engagements

346

Clicks

IMPRESSIONS

Total Impressions

653,335

FACEBOOK AUDIENCE

Average Daily Users Reached

10,748

INTERNATIONAL

United States

20,093

Ventura, CA

3,887

Mexico

204

Oxnard, CA

2,054

Canada

66

Los Angeles, CA

1,632

United Kingdom

61

Bakersfield, CA

805

EXAMPLE POSTS



TWITTER

Twitter Feed now displayed on VenturaHarbor.com – take a look!

12,095



FOLLOWERS

Total Followers

Organic Impressions

353



Total Engagements

4,769

TOP POSTS

The live footage of the bald eagle nests on the Channel Islands are incredible. Have you seen it yet? Check it out here: bit.ly/1TNLXuD

Courtesy of National Park Service



Ventura Harbor @VenturaHarbor

Chris Lowe will give a FREE lecture on White Shark Nurseries in the Southern California Bight tomorrow (March 8th) at 7pm at the Channel Islands National Park Visitors Center (@CHISNPS) in #VenturaHarbor! Come on by! @PatrickBrinksma

VENTURA PORT DISTRICT
DEPARTMENTAL STAFF REPORT

Meeting Date: April 25, 2018

TO: Board of Port Commissioners
FROM: Robin Baer, Property Manager
SUBJECT: March 2018 Property Report

TENANT REPORT

- 1) *Milano's* --- 1559 Spinnaker Drive #100 ---- They are open and serving a modified menu and plan on a grand opening with full menu and name change in June 2018.
- 2) *BS Taproom* --- 1591 Spinnaker Drive #115 – Waiting to complete ABC Department process along with the City of Ventura CUP. Estimated completion of project fourth quarter of 2018.
- 3) *Rhumb Line* --- 1510 Anchors Way -- Estimated completion of project first quarter of 2019.

LEASING OUTREACH

- 1) Leasing Outreach
 - Daily exposure with our ads online via Loopnet/Costar which covers the following:
 - 24 Million visitors to these sites
 - 83% of all 2016 commercial real estate transactions involved these sites
- 2) Motionloft – March 2018 Reports (see attached)

OCCUPANCY LEVELS AT HARBOR VILLAGE

March 2018

CATEGORY	Harbor Vacancy Sq Ft	Harbor Vacancy %	Harbor Available Sq Ft	Harbor Available %	City * Vacancy %	City * Available %
Office	0	0%	0	0%	15.8%	24.3%
Retail	1,781	8%	8,405	39%	13.2%	22.3%
Restaurant	0	0%	0	0%	10.1%	9%

*Based on comparable square footage

SALES REPORTS

No February, March or April sales report this agenda. We will provide in next report.

ATTACHMENTS

Attachment 1 – Motionloft Reports – March 2018

Ventura Port District

Mar 1, 2018 - Mar 31, 2018

4,013

Typical Day

10,879

Sun, Mar 25 - Busiest Day

7,869

Sunday Average

28,064

Typical Week

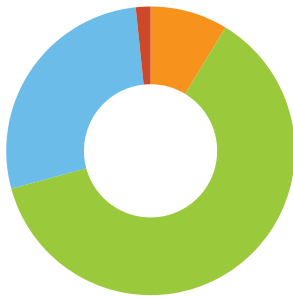
40,790

Peak Week Beginning Sun, Mar 25

124,404

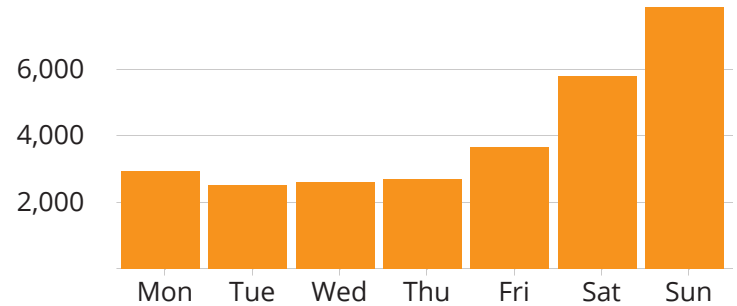
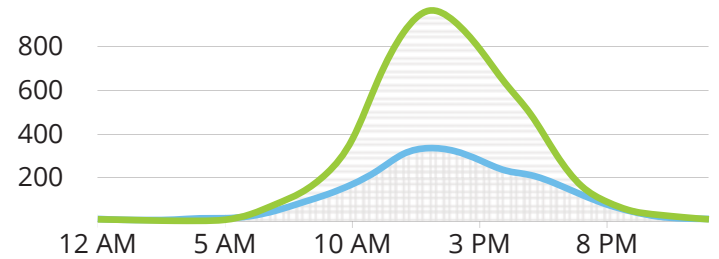
Total Visitors

Average Daily Activity



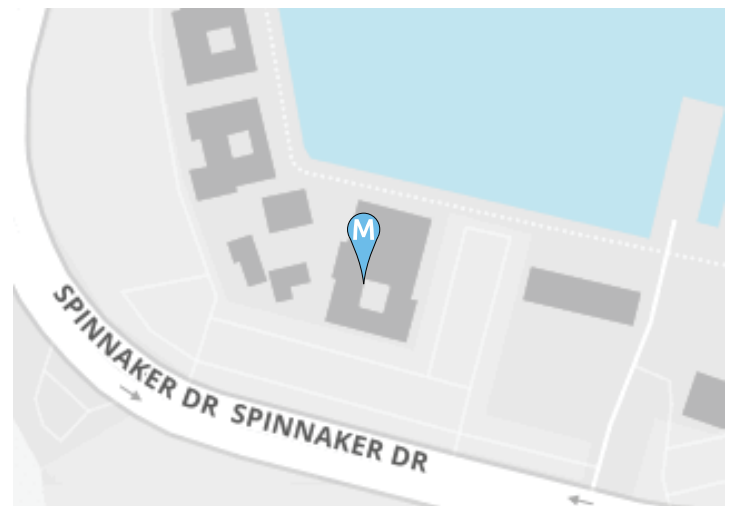
Hours	%	Total
5am - 11am	9%	349
11am - 5pm	62%	2,492
5pm - 11pm	28%	1,107
11pm - 5am	2%	66

Weekdays Weekends



Totals

Week beginning Sun, Feb 25	11,854
Week beginning Sun, Mar 4	24,468
Week beginning Sun, Mar 11	21,540
Week beginning Sun, Mar 18	25,752
Week beginning Sun, Mar 25	40,790



Ventura Port District

Mar 1, 2018 - Mar 31, 2018

5,207

Typical Day

7,223

Sat, Mar 24 - Busiest Day

6,159

Saturday Average

36,160

Typical Week

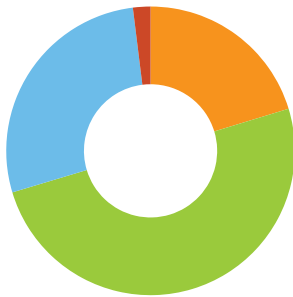
42,583

Peak Week Beginning Sun, Mar 25

161,418

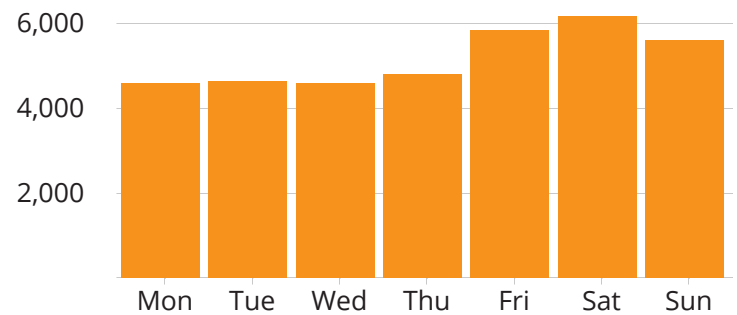
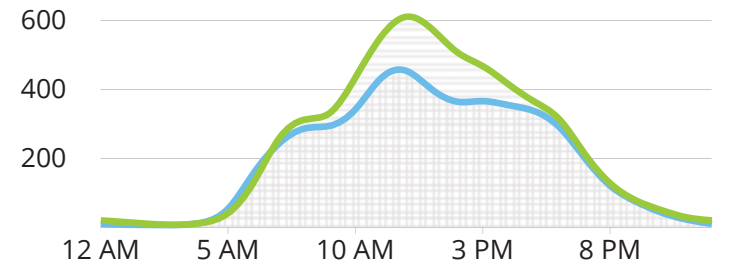
Total Visitors

Average Daily Activity



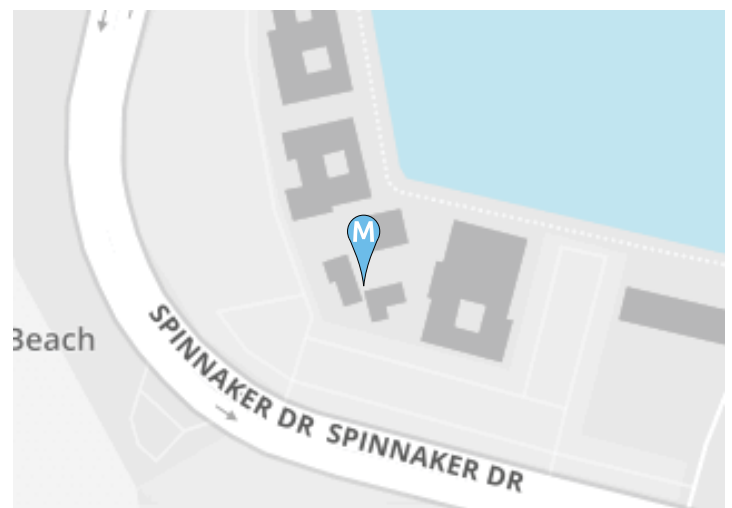
Hours	%	Total
5am - 11am	20%	1,056
11am - 5pm	50%	2,606
5pm - 11pm	28%	1,441
11pm - 5am	2%	102

Weekdays Weekends



Totals

Week beginning Sun, Feb 25	15,113
Week beginning Sun, Mar 4	35,258
Week beginning Sun, Mar 11	33,844
Week beginning Sun, Mar 18	34,620
Week beginning Sun, Mar 25	42,583





BOARD OF PORT COMMISSIONERS

APRIL 25, 2018

CONSENT AGENDA ITEM A

APPROVAL OF NEW OFFICE LEASE
AGREEMENT FOR VIRTUAL PACIFIC
NETWORKS

**VENTURA PORT DISTRICT
BOARD COMMUNICATION**

CONSENT AGENDA ITEM A
Meeting Date: April 25, 2018

TO: Board of Port Commissioners
FROM: Robin Baer, Property Manager
SUBJECT: Approval of New Office Lease Agreement for Virtual Pacific Networks
1591 Spinnaker Drive #201

RECOMMENDATION:

That the Board of Port Commissioners approve a new Office Lease Agreement between the Ventura Port District dba Ventura Harbor Village and Ron Baldonado dba Virtual Pacific Networks for the premises located at 1591 Spinnaker Drive #201 consisting of a total of 746 square feet for a one (1) year term.

SUMMARY:

Mr. Baldonado has been a tenant in Harbor Village since 2013 and wants to continue his tenancy for one more year. No improvements need to be done to this suite.

BACKGROUND:

Mr. Baldonado is the owner of Virtual Pacific Networks ("VPN") who specializes in Wired/Wireless networking and consulting. VPN provides network design, engineering, data recovery, desktop repair and support. VPN services many different technological environments including medical, government and commercial sectors.

Mr. Baldonado has also been the IT consultant for the Ventura Port District for twelve years.

FISCAL IMPACT:

This new lease reflects current market rental rates for office space in the complex. The annual occupancy cost for this tenant is approximately \$12,916. The minimum rent over the one year term is adjusted annually by a step increase.

ATTACHMENTS:

None.



BOARD OF PORT COMMISSIONERS

APRIL 25, 2018

CONSENT AGENDA ITEM B

APPROVAL OF NEW OFFICE LEASE
AGREEMENT FOR HARBOUR VILLAGE
INSURANCE AGENCY

**VENTURA PORT DISTRICT
BOARD COMMUNICATION**

CONSENT AGENDA ITEM B
Meeting Date: April 25, 2018

TO: Board of Port Commissioners
FROM: Robin Baer, Property Manager
SUBJECT: New Office Lease Agreement for Harbour Village Insurance Agency
1583 Spinnaker Drive #211

RECOMMENDATION:

That the Board of Port Commissioners approve a new Office Lease Agreement between the Ventura Port District dba Ventura Harbor Village and Harbour Village Insurance Agency for the premises located at 1583 Spinnaker Drive #211 consisting of a total of 492 square feet for a three (3) year term with a two (2) year option.

SUMMARY:

Mr. Frankie Mark Anthony has been a tenant in Harbor Village since May 2014. No improvements need to be done to this suite.

BACKGROUND:

Mr. Frankie Mark Anthony is an insurance agent who offers auto/motorcycle insurance, homeowners/renters insurance, life and business insurance. He has been a good standing tenant who wants a longer tenancy in Harbor Village.

FISCAL IMPACT:

This new lease reflects current market rental rates for office space in the complex. The annual occupancy cost for this tenant first year is approximately \$10,037. The minimum rent over the three year term is adjusted annually by a step increase.

ATTACHMENTS:

None.



BOARD OF PORT COMMISSIONERS APRIL 25, 2018

STANDARD AGENDA ITEM 1 UPDATE ON HOLIDAY INN EXPRESS EXPANSION

**VENTURA PORT DISTRICT
BOARD COMMUNICATION**

STANDARD AGENDA ITEM 1
Meeting Date: April 25, 2018

TO: Board of Port Commissioners
FROM: Oscar Peña, General Manager
SUBJECT: Update on Holiday Inn Express Expansion

RECOMMENDATION:

That the Board of Port Commissioners receive an informational report from Harbor Island Hotel Group, L.P. regarding the expansion of the Holiday Inn Express.

SUMMARY:

Mr. Dollar will be presenting the City approved plans and drawings to the Commission.

BACKGROUND:

On October 21, 2015 the City of Ventura Design Review Committee approved a 23,961 square foot, 3 story, 40 room addition to an existing 52,865 square foot, 69 room hotel/boatel and new porte cochere, revised landscaping and site improvements on an approximately 3.71 acre site located at 1080 Navigator Drive and within the Harbor Commercial (HC) zone with a land use designation of Harbor Commercial (HC).

FISCAL IMPACTS:

To be determined.

ATTACHMENTS:

None.



BOARD OF PORT COMMISSIONERS

APRIL 25, 2018

STANDARD AGENDA ITEM 2 HARBOR VILLAGE CAPITAL PROJECTS AND FUNDING OPPORTUNITIES

**VENTURA PORT DISTRICT
BOARD COMMUNICATION**

STANDARD AGENDA ITEM 2

Meeting Date: April 25, 2018

TO: Board of Port Commissioners
FROM: Oscar Peña, General Manager
SUBJECT: Harbor Village Capital Projects and Funding Opportunities

RECOMMENDATION:

That the Board of Port Commissioners receive an informational report from Brandis Tallman LLC regarding financing options for the Ventura Harbor Marina and Fish Pier.

SUMMARY:

Staff has been collaborating with Noble Consultants on the replacement of Docks C, D, G and H at Harbor Village Marina. Additionally, Noble has been assisting the District to determine the overall condition of the commercial fish pier in the SW harbor area.

Based upon the preliminary information provided by Noble Consultants, staff has requested Brandis Tallman underwriters to provide the Board with some financing options. In the near future, the Board will have to consider the financing requirements for these capital projects.

BACKGROUND:

Replacement of Harbor Village Docks C, D, G and H:

These existing wooden docks are now nearly 40 years old and are in a very substandard condition. Docks E, F, I and a portion of D were replaced with a concrete system about 10 years ago. Noble Consultants has been preparing construction documents over the past year that call for the replacement of the remaining docks with a concrete system. The cost estimate for this work is about \$4.5 million (*Attachment #1*).

Possible Replacement of the Commercial Fish Pier:

For over ten years now the District has been endeavoring to extend the service life of the commercial fish pier. The 15 inch concrete deck of the structure is experiencing deterioration as a result of alkali-silica reaction (ASR). While such deterioration can be curtailed by limiting the infiltration of moisture into the structure – and we’ve had some success with efforts in that area – ultimately the ASR process is irreversible. At the present time vehicle access to the northwest corner of the pier is not allowed due to ASR deterioration in that area. We are now awaiting the results of an analysis of 16 cores taken out of the deck in late March. That analysis should be available in early May and is expected to provide guidance on the appropriate timing of the pier’s restoration or replacement and potential reconfiguration of the fish pier. At that time, staff and consultants can devote more time to determine the feasibility of extending the life of the pier or a new design that could include a different size and configuration. Noble Consultants estimates the placement cost at \$3 million and possibly as high as \$5 million (*Attachment #2*). The current estimates for financing the construction are based upon the same size fish pier which is 212’x60’.

In light of these alternatives, Mr. Parsons has had preliminary discussions with the California Coastal Conservancy relative to their funding participation in that effort. The response has been positive at this stage. Mr. Parsons is also working with Carpi & Clay to determine if funding is available through the Economic Development Administration.

FISCAL IMPACTS:

Rick Brandis with *Brandis Tallman* will explain the different financing options available to the District at the April 25th meeting. The options include:

- Scenario #1 – Replacement of docks C, D, G and H only at \$4.5 million funding.
- Scenario #2 – Replacement of docks C, D, G and H at \$4.5 million plus the commercial fish pier at \$3 million. Total funding \$7.5 million.
- Scenario #3 – Replacement of docks C, D, G and H \$4.5 million plus the commercial fish pier at \$5 million. Total funding \$9.5 million.

Mr. Brandis will provide detailed information on each scenario that includes a 30 year public offering, a 20 year public offering and a 20 year private placement. A summary of the financing results and the estimated debt service coverage will be provided; full numerical models will be illustrated in his PowerPoint presentation.

ATTACHMENTS:

Attachment 1 – Opinion of Probable Construction Cost for C, D, G and H Docks Replacement

Attachment 2 – Opinion of Probable Construction Cost for Replacement of Commercial Fish Pier



2201 Dupont Drive #830
Irvine, CA 92612
(949) 752-1530 Fax (949) 752-8381
Ronald M. Noble, P.E., President



April 18, 2018

JN 887-17

Ventura Port District
Mr. Oscar Peña, General Manager
1603 Anchors Way Drive
Ventura, CA 93001-4229

RE: Ventura Harbor Village Marina
Replacement of C, D, G, and H Docks
Opinion of Probable Construction Cost

Dear Mr. Peña:

Attached is our opinion of the probable construction cost for the Ventura Harbor Village Marina dock replacement project. The estimate reflects all work to demolish G and H Docks, a portion of D Dock, and all of C Dock and replacing them with new concrete floating docks. We believe that the probable bid range for this project may range from \$4.2 to \$5.1 million dollars. Based upon our assessment of the current marina construction market, it is our opinion that the low bid for this project will likely be less than our total estimate of \$4.6 million. Therefore, we recommend that the project be funded for at least \$4.5 million.

Please call if you have any questions regarding this information or have any further questions.

Sincerely,

NOBLE CONSULTANTS-G.E.C, INC.



Jon T. Moore, P.E.

JTM/jm

Attachment: Opinion of Probable Construction Cost for the Ventura Harbor Village Marina Dock Replacement Project

ATTACHMENT 1

NOBLE CONSULTANTS-GEC, Inc.

Mr. Oscar Peña
Ventura Harbor Village Marina
Replacement of C, D, G, and H Docks
Opinion of Probable Construction Cost

April 18, 2018
Page 2 of 2

Opinion of Probable Construction Cost – Ventura Harbor Village Marina Dock Replacement Project

1 Mobilization/ demobilization					\$260,000
1.1 Mobilization/ demobilization	1	LS		\$50,000	
1.2 General requirements	1	LS		\$90,000	
1.3 Regulatory permit compliance	1	LS		\$20,000	
1.4 Design/shop drawings/ approvals	1	LS		\$100,000	
2 Demolition					\$368,820
2.1 Remove and salvage 40'x4' H Dock gangway	1	LS		\$1,500	
2.2 Remove and set aside 40'x4' gangway at G, D, and C Docks	5	EA	\$1,500	\$7,500	
2.3 Abandon water, power and fire lines at G and H Dock landings	1	LS		\$20,000	
2.4 Remove and dispose of 16" oct x 40' concrete guide piles G and H Dock	44	EA	\$2,100	\$92,400	
2.5 Remove and dispose of 16" oct x 40' concrete guide piles D Dock	30	EA	\$2,100	\$63,000	
2.6 Remove and dispose of 16" oct x 40' concrete guide piles C Dock	26	EA	\$2,100	\$54,600	
2.7 Remove and dispose of G and H Dock: 9,680 sf timber deck; 82 6'x8'x22" concrete pontoons; 54 4'x8'x22" concrete pontoons; utilities	9,680	SF	\$5	\$58,000	
2.8 Remove and dispose of D Dock: 9,304 sf timber deck; 98 6'x8'x22" concrete pontoons; 11 4'x8'x22" concrete pontoons; utilities	9,304	SF	\$5	\$46,520	
2.9 Remove and dispose of C Dock: 5,060 sf timber deck; 68 8'x8'x22" concrete pontoons; utilities	5,060	SF	\$5	\$25,300	
3 Furnish and Install Concrete Floating Docks					\$1,479,800
3.1 G/H Dock	6,890	SF	\$70	\$482,300	
3.2 D Dock	8,188	SF	\$70	\$573,160	
3.3 C-D Connector Dock	882	SF	\$70	\$61,740	
3.4 C Dock	5,180	SF	\$70	\$362,600	
4 Furnish and Install 18" sq Concrete Guide Piles					\$511,200
4.1 G/H Dock (3@45'; 7@50'; 14@55')	24	EA	\$7,200	\$172,800	
4.2 D Dock (15@45'; 12@50')	27	EA	\$7,200	\$194,400	
4.3 C-D Connector Dock (2@45')	2	EA	\$7,200	\$14,400	
4.4 C Dock (3@45'; 8@50'; 7@55')	18	EA	\$7,200	\$129,600	
5 Gangway Landings					\$62,500
5.1 New G/H Dock CIP landing	1	LS		\$50,000	
5.2 Timber guardrail complete for G/H Dock Landing	1	LS		\$5,000	
5.3 Reset 40'x4' gangway at G/H, D, and C Docks	5	EA	1,500	\$7,500	
6 Furnish and Install Dock Utilities					\$830,000
6.1 Potable water sytem from gangway landing POC	1	LS		\$110,000	
6.2 Fire protection system from gangway landing POC	1	LS		\$115,000	
6.3 Electrical power from gangway landing POC	1	LS		\$490,000	
6.4 Potable water service to gangway landing POC	1	LS		\$10,000	
6.5 Fire protection service to gangway landing POC G/H and D Docks	1	LS		\$25,000	
6.6 Fire protection service to gangway landing POC C Dock	1	LS		\$40,000	
6.7 Electrical power service to gangway landing POC	1	LS		\$40,000	
Subtotal				\$3,512,320	
Overhead & profit @ 25%				\$878,080	
Contingencies at 5%				\$219,520	
Total estimated cost (rounded)				\$4,610,000	
Probable bid range all work		Low		\$4,250,000	
		High		\$5,100,000	



2201 Dupont Drive #830
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Ronald M. Noble, P.E., President



April 18, 2018

JN 887-18

Ventura Port District
Mr. Oscar Peña, General Manager
1603 Anchors Way Drive
Ventura, CA 93001-4229

RE: Ventura Harbor Village Marina
Replacement of Commercial Fish Pier
Opinion of Probable Construction Cost

Dear Mr. Peña:

Twenty additional concrete core samples have recently been taken from the Commercial Fish Pier deck in an effort to provide additional information on the structure's existing condition. Based upon the results of the laboratory analysis that will be completed within several more weeks, we hope to be able to better address the question of how much service life may be left in the pier. Presently, it is not known if the adverse alkali-silica reaction (ASR) in the pier's concrete has advanced to the point where continuation of the District's deck overlay maintenance program will be less effective. As previously discussed, we believe that this repair program has helped to extend the pier's service life well beyond the two years originally forecast in 2004.

Per your request, we have reviewed the likely cost to replace the pier in anticipation of that inevitability. For planning purposes, our estimate assumes that the pier would be completely demolished and rebuilt to the same footprint. We have not done any engineering analysis at this time to determine what specific structural design improvements would be needed to comply with current building codes. Our assessment was primarily based upon review of the original 1980 construction drawings and our opinion of what may be required to re-build a similar structure today. We have assumed that the pier would be supported by 18-inch square prestressed, precast concrete piles and that the deck's thickness would be three inches greater than what currently exists.

Based upon this limited assessment, it is our opinion that the approximate construction cost to replace the Commercial Fish Pier will be on the order of \$3 million. However, consideration of the current marine construction market indicates that bidders may submit bids that are significantly higher than our estimate because of concerns about the means and methods that may be required to demolish the existing structure, drive the new concrete piles, and form and pour the reinforced concrete deck over water. It is our opinion that actual bids could be on the order of \$5 million for this project. We therefore recommend a conservative budget allocation for planning purposes at this time.

Celebrating 31th Anniversary

Coastal • Engineering • Economics • Energy • Environmental • GIS • Planning • Transportation

ATTACHMENT 2

NOBLE CONSULTANTS-GEC, Inc.

Mr. Oscar Peña
Ventura Harbor Village Marina
Replacement of Commercial Fish Pier
Opinion of Probable Construction Cost

April 18, 2018
Page 2 of 2

We estimate that an additional \$300,000 to \$400,000 should be budgeted for design services and a \$75,000 allowance set aside for engineering services during the construction phase. This implies that a total project cost would be as high as approximately \$5.5 million. This estimate does not include the Port District's effort to obtain regulatory permits and perform other project administration tasks.

If you have any questions regarding this assessment or need additional information, please do not hesitate to call us.

Sincerely,

NOBLE CONSULTANTS-G.E.C, INC.



Jon T. Moore, P.E.

JTM/ jm



BOARD OF PORT COMMISSIONERS

APRIL 25, 2018

STANDARD AGENDA ITEM 3

APPROVAL OF 2018 LIFEGUARD SERVICES CONTRACT

**VENTURA PORT DISTRICT
BOARD COMMUNICATION**

STANDARD AGENDA ITEM 3

Meeting Date: April 25, 2018

TO: Board of Port Commissioners
FROM: John Higgins, Harbormaster
SUBJECT: Approval of 2018 Lifeguard Services Contract

RECOMMENDATION:

That the Board of Port Commissioners authorize the General Manager to enter into a contract with State Parks to provide Lifeguard Services from mid-May 2018 through Labor Day 2018 at Harbor Cove and Surfers Knoll beaches for \$80,055.62.

SUMMARY:

For the last several years the Ventura Port District and Commissioners have been working to make Ventura Harbor a destination. Placing public safety as a high priority, the Ventura Port District decided to take the lead on providing summer lifeguards at Harbor Cove Beach after the City of Ventura stopped services in 2011. The solution at that time was to contract with California State Parks. Since that time, and after a drowning on the unprotected South Beach in 2014, the services have modestly grown to meet the new demands of this higher population of visitors.

In previous years, as the service was maturing, the contract costs have increased each year. After several years of making necessary changes in staffing, it appears we have finally reached a level where the costs have mostly stabilized.

BACKGROUND:

Ventura Harbor is one of the few locations in Ventura County that provides a complete user experience. Our Harbor, beaches, merchants, restaurants, National Park Headquarters, sport fishing boats, dive boats, and Island Packers give the visitor tremendous value and entertainment in one intimate location. As Southern California history has shown, the beach is a proven valuable commodity and Government Agencies return on investments are strong. Local visitors and outside tourism are attracted to safe lifeguarded beaches and the result is a strong local economy, higher property values, and consistently higher sales taxes. Our investment in a complete lifeguard service for the first time brought us crowds mid-week and after the traditional summer months, which benefits our merchants and restaurants. We expect this trend to continue.

The crowds and environmental conditions were challenging, but with cooperation from the Harbor Patrol, the State Parks Lifeguards performed many rescues and prevented numerous serious incidents. The beach had historically high visitors and challenging conditions, but because of our investment there were no drownings and most rescues were routine in nature.

The Harbor Patrol and State Lifeguards have grown a strong and effective partnership in providing public safety on land and water areas throughout the Ventura coastline. Both agencies participate in cross training and assist each other throughout the year on routine and emergency calls. We feel our partnership is a model for other small and budget constrained agencies.

Additional Options Researched:

Port District Administered Program

In 2010, 2013, 2017, and 2018, District staff analyzed the potential of incorporating lifeguard services into its Harbor Patrol operation. We considered the following:

- 1) Harbor Patrol staff and services are very compatible with providing lifeguard services;
- 2) The flexibility to provide lifeguard services year around;
- 3) Improved boating safety enforcement with additional trained professionals;
- 4) Expanded prevention and education to both aquatic safety and water sports activity in the area.

The District has staff that could implement and manage the same quality service as contracted with State Parks. In November of 2016, we received certification from the United States Lifesaving Association for the Aquatic Agency Response Team. As a standing member of this association, we would have no problem receiving the certification should we desire to implement an in-house Lifeguard Program. We have consistently been moving in this direction and the implementation of the Marine Safety Officer positions makes the future implementation more realistic. Many of our Marine Safety Officers are Supervisors on the local beaches and run Jr. Lifeguard programs.

In addition to the Marine Safety Officer positions, we have entered into a partnership with Oxnard College Regional Public Safety Academy to host an annual Lifeguard Academy. The College will pay for the program, provide the instructors, and the recruits would be college students. The Port District would provide the classroom and beaches for the training. This relationship will allow for our staff to evaluate the recruits throughout the training and select the top candidates upon completion. This partnership will save agencies a significant amount of money in the training of the new Lifeguards.

The biggest challenge for our small agency would be the human resources side of adding the necessary number of new lifeguards. In addition to this challenge, the initial start-up costs to provide a program would not allow for a costs saving for a couple of years due to the initial equipment and lifeguard towers. Most importantly we would need approximately four months to put the plan in motion.

While I was preparing to recommend the implementation of a program this year, the recent Thomas Fire and Port District Projects have caused a delay in the preparation. After meeting with the Deputy General Manager during our mid-year budget, it was determined that the timing wasn't right for this summer. I will continue to make small steps to ensure we are ready in the event the Port District should elect to provide the service in-house.

Outside Contracting

We identified there were no interested agencies.

Partnering with the City of Ventura

The City of Ventura is nearing the end of a multi-year contract with California State Parks. I have met with the City on numerous occasions to discuss a partnership. During these discussions the benefits of a partnership were realized and while a partnership would not likely result in a cheaper service, it would allow for greater efficiencies in each of our monies. The added value of having direct control over staffing would allow for off-season coverage that aligns with the local school holidays. Communications would be more efficient as we already

work on common radio frequencies and enhanced training would provide for a higher level service.

Much of the ground-work of how such a joint partnership would work has already taken place. The costs to run the program would mirror existing costs, but allow for programs like Jr. Lifeguards to generate revenue thus lowering the actual costs of providing these services. Meetings with City Department managers have taken place and their input was positive. The working group continues the planning efforts and meets somewhat regularly.

The Thomas Fire and future mitigation issues have taken over much of the City's efforts. I was informed in January that the City would be continuing the contract with California State Parks another year.

CONCLUSION:

District Staff recommends entering into another contract with State Parks for \$80,055.62 as proposed. The State Parks have done a fantastic job each year. The Harbormaster will continue to work with State Parks to ensure that the highest level of service is being provided while respecting the need to preserve Port District Funds.

Staff will continue to work with the City of Ventura Fire and Recreation Departments to plan on a future joint-service concept.

FISCAL IMPACT:

The Lifeguard Contract for the summer of 2018 is \$80,055.62. This cost reflects no change from the previous summer of 2017.

ATTACHMENT:

Attachment 1 – California State Parks Lifeguard Proposal

ATTACHMENT 1

California State Parks

Ocean Lifeguard Service Proposal For the Ventura Port District Area



Background

For over 60 years, California State Parks has been providing professional lifeguarding services along the entire California coastline. The California State Parks Lifeguard service is certified by the United States Lifesaving Association, and is recognized as one of the highest-ranking training academies in the world. The California State Parks Lifeguard service emphasizes the importance of lessening aquatic emergencies through prevention and education. Professional aquatic safety organizations worldwide accept this proactive approach as a proven method to prevent drowning.

The Ventura Port District has contracted with California State Parks for lifeguard services at Harbor Cove and Surfers Knoll for several years. These services

have been provided in the mutual interest of regional aquatic safety and providing a cost effective public partnership. This partnership creates relief for the Ventura Port District as it eliminates their need to create an independent lifeguard program.

California State Parks Lifeguards also provide specially trained personnel for dive team, helicopter extraction, and near shore rescue-craft response for use in rapid deployment to the surf zone, as well as underwater searches. The depth of specialized skill and professionalism provided by the California State Parks lifeguard service is unparalleled anywhere in the contiguous United States.

Lifeguard Service Area

This proposal covers two areas within the Ventura Port District:

Harbor Cove Tower

The Harbor Cove is a highly visited beach area within Ventura Harbor. It is adjacent to the Channel Islands National Park headquarters and visitor center. Harbor Cove Beach is near Ventura Harbor Village, a 100,000 square foot retail / restaurant complex. The Four Points Sheraton Harbor Resort and Holiday Inn Express are within walking distance. As the only still water beach in Ventura, this beach is used by tourists and residents alike.

Immediately south of Harbor Cove Beach, the South Jetty creates consistent dangerous rip currents during all kinds of surf. When combined with high surf events and other hazardous conditions, this location can provide extremely dangerous conditions to all aquatic users.

Surfers Knoll Tower / Surfers Knoll Beach Mobile Unit

Surfers Knoll Beach is located adjacent to the Ventura Harbor Village entrance. This area includes the popular surfing location called Surfers Knoll. Surfers Knoll is a popular location for outdoor recreation. The rock jetties in this area intensify the ocean currents and swells and make this stretch of coast more dangerous than most others in the region.

See Exhibit A for a map of these areas.

Lifeguarding Statistics for The Ventura Port District area

The following statistics outline the number of contacts that have been made by California State Parks in the Harbor Cove and Surfers Knoll Area from 2014 to 2017.

LIFEGUARD ACTIVITY	2014	2015	2016	2017
• AQUATIC BEACH ATTENDANCE	197,974	481,328	496,919	475,323
• RESCUES				
<i>Aquatic Rescues</i>	34	596	501	348
Rip Current	30	475	471	336
Surf	0	58	30	12
Divers	0	0	0	0
Swift Water	0	0	0	0
Inland Water	0	0	0	0
Cliff Rescues	0	0	0	0
• PREVENTATIVE SAFETY ACTIONS	17,288	95,988	84,695	80,600
• MEDICAL AIDS				
<i>Major Medicals</i>	4	28	11	7
AED Cases	0	0	0	0
AED Field Saves	N/A	N/A	N/A	N/A
C-Spine Injuries	0	0	4	2
Near Drowning's	0	12	7	3
<i>Minor First Aids</i>	147	456	430	410
• VESSELS				
<i>Boat Rescues</i>	6	6	9	4
Souls Aboard	12	10	13	10
Vessel Value	\$10,000	\$7,000	\$32,000	\$23,000
<i>Boats Assisted</i>	413	42	47	28
<i>Boats Warned</i>	1209	836	670	654
• FATALITIES				
Drowning's - Guarded	0	0	0	0
Drowning's - Unguarded	0	0	0	0
Other Fatalities	0	0	0	0
• LAW ENFORCEMENT				
Warnings	376	2992	2100	1590
Citations	1	0	0	1
Arrests	0	0	0	0
• LOST PERSONS	1	39	22	13
• MUTUAL AIDS				

Rendered	3	1	6	5
Received	2	0	17	7

Lifeguard Coverage Schedule

The scheduling of lifeguard coverage needs to mirror predictable use patterns as well and provide adequate coverage for the busy summer season.

The lifeguard coverage schedule below is based on providing a minimum level of lifeguard service on those identified Port District properties. This schedule was formed by expertise of California State Parks lifeguards including their knowledge of use patterns, coastal hazards, and decades of experience, statistics, and historic conditions along the Ventura coastline.

Typical Seasonal Lifeguard shifts are 8 hours. The State reserves the right to shorten or lengthen these shifts to maximize public safety. Two man towers are necessary on weekends and holidays to provide adequate coverage during peak use periods.

	May	June	July	August	Sept	Total
Planned hours - Vehicle Patrol	90	300	310	310	80	1,090
Planned hours - Surfers Knoll Tower	56	160	248	248	32	744
Planned hours - Harbor Cove Tower	80	208	328	312	72	1,000

Funds not spent on lifeguard staffing during the pre-planned periods identified above will be used to replace and/or repair equipment used for providing service to the Port District or provide additional shifts as necessary to cover high beach use/large surf events. These additional funds may also be used to provide supplemental training to lifeguard staff to establish and maintain certifications for their respective job classifications.

Lifeguard Service Budget

	Temp Help Hourly costs including benefits			
Position		LG Patrol - LG II	Harbor Cove Tower / Surfer Knoll Tower	
Rate	Hours	\$20.11/hr.	Hours	\$17.41/hr.
May	90	\$1,809.90	80 / 56 (136)	\$2,367.76
June	300	\$6,033.00	208 / 160 (368)	\$6,406.88
July	310	\$6,234.10	328 / 248 (576)	\$10,028.16
August	310	\$6,234.10	312 / 248 (560)	\$9,749.60
September	80	\$1,608.80	72 / 32 (104)	\$1,810.64
	Subtotal	\$21,919.90	Subtotal	\$30,363.04

Temp Help subtotal:		\$52,282.94
Health/Leave Benefits:		\$10,456.58

Temp Help Total:		\$62,739.52
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Supervising LG Cost (10%)		\$6,273.95
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Total Cost of Labor		\$69,013.47
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Sacramento contract fee:		\$11,042.15
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Total Contract Cost:		\$80,055.62
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Lifeguard Budget Details

Temp Help Staffing Costs: CA State Parks will provide Seasonal Lifeguards as the primary classification for meeting the lifeguard staffing requirements for this contract. Hourly costs for this classification range from \$17.41 to \$20.11 per hour.

Leave Benefits: This is a flat rate to cover vacation and sick leave benefits earned by Seasonal Lifeguards while working under this contract.

Health Benefits: This is a flat rate to cover health benefits earned by Seasonal Lifeguards while working under this contract.

Supervising State Park Peace Officer (Lifeguard): This cost will pay for supervision, daily operations oversight, scheduling and other planning activities necessary to deploy the lifeguards services described in this contract.

California DGS Contract Fee: California State Administrative Manual requires all Service Contracts to include a 16% Contract Fee to support administrative costs in Sacramento to support this agreement.

Equipment Needs: Port District will provide CA State Parks no later than May 6th the following equipment for its exclusive use for the term of this contract:

1. Use of a Port District Truck for Surfers Knoll Lifeguard Operations if functional.

Port District will be responsible for the prompt repair of this equipment as well as normal maintenance needs.

CA State Parks will provide the portable radio and rescue equipment and will use the Port District truck for providing lifeguard services as defined in this contract.

CA State Parks will provide two State owned lifeguard towers to be utilized on the locations identified in this contract.

The Port District Vehicle will be refueled using the Port District fuel card. ~~A record of those charges made by CA State Parks use will be submitted and that cost will be reimbursed to the Port District by the CA State Parks.~~

Agreement Term

The term of this agreement will be from January 1, 2018 to December 31, 2018. The contract amount shall not exceed \$80,055.62