



## **VENTURA PORT DISTRICT BOARD OF PORT COMMISSIONERS**

Chris Stephens, Chairman  
Brian Brennan, Vice Chairman  
Jackie Gardina, Secretary  
Everard Ashworth, Commissioner  
Michael Blumenberg, Commissioner

Brian Pendleton, General Manager  
Oscar Peña, Business Operations Manager  
Timothy Gosney, Legal Counsel  
Jessica Rauch, Clerk of the Board

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### **PORT COMMISSION AGENDA REGULAR MEETING JULY 17, 2019 FOUR POINTS SHERATON 1050 SCHOONER DRIVE VENTURA, CA 93001**

**CLOSED SESSION - 5:30PM**

**OPEN SESSION – 7:00PM**

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#### **CLOSED SESSION – 5:30PM**

#### **CALL TO ORDER IN THE FOUR POINTS SHERATON BALLROOM**

**ROLL CALL:** *By the Clerk of the Board.*

#### **PUBLIC COMMUNICATIONS (3 minutes)**

*The Public Communications period is set aside to allow public testimony on items on the Closed Session Agenda. Each person may address the Commission for up to three minutes or at the discretion of the Chair.*

#### **CLOSED SESSION AGENDA (1 hour 25 minutes)**

*See Attachment to Agenda-Closed Session Conference with Legal Counsel.*

#### **CONVENE TO THE FOUR POINTS SHERATON CAPTAIN'S ROOM**

#### **ADJOURNMENT**

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#### **OPEN SESSION – 7:00PM**

#### **ADMINISTRATIVE AGENDA:**

**CALL TO ORDER IN THE FOUR POINTS SHERATON BALLROOM:** *By Chairman Chris Stephens.*

**PLEDGE OF ALLEGIANCE:** *By Chairman Chris Stephens.*

**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](http://www.venturaharbor.com). 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 July 3, 2019 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, such as seminars, meetings and literature that would be of interest to the public and/or Commission, as a whole. Port Commissioner's must 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)**

*Legal Counsel will report on progress of District assignments and any legislative or judicial matters.*

**PRESENTATION HONORING MR. OSCAR PEÑA (15 minutes)**

**RECEPTION BREAK (15 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 Out of Town Travel Requests**

Recommended Action: Voice Vote.

That the Board of Port Commissioners approve the out of town travel requests for the following employees:

- A) Harbormaster, John Higgins to attend the California Joint Powers Insurance Authority (CJPIA) Risk Management Educational Forum;
- B) Facilities Manager, Joe Gonzalez to attend the California Joint Powers Insurance Authority (CJPIA) Risk Management Educational Forum; and

- C) General Manager, Brian Pendleton to attend the Pacific Coast Shellfish Growers Association (PCSGA) Annual Shellfish Conference and Tradeshow.
- D) Commissioner Chris Stephens to attend the Pacific Coast Shellfish Growers Association (PCSGA) Annual Shellfish Conference and Tradeshow.
- E) Commissioner Jackie Gardina to attend the Pacific Coast Shellfish Growers Association (PCSGA) Annual Shellfish Conference and Tradeshow.

**B) Approval of New Office Lease Agreement for Ahmad Vahedian, Ph.D**

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 Ahmad Vahedian, Ph.D for the premises located at 1575 Spinnaker Drive #204C, consisting of a total of 275 square feet for a one year term.

**C) Approval of Office Lease Termination for Coastwide Corporation**

Recommended Action: Voice Vote.

That the Board of Port Commissioners approve a termination of Office Lease Agreement between the Ventura Port District dba Ventura Harbor Village and Coastwide Corporation for the premises located at 1583 Spinnaker Drive #212 consisting of a total of 374 square feet.

**D) Approval of New Office Lease Agreement for Annette Cortez dba idobooks4u**

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 Annette Cortez dba idobooks4u for the premises located at 1583 Spinnaker Drive #212, consisting of a total of 374 square feet for a two year term with a one year option.

**STANDARD AGENDA:**

**1) Approval of Professional Services Agreement with Jim McKeown Designs (15 minutes)**

Recommended Action: Voice Vote.

That the Board of Port Commissioners approve a Professional Services Agreement with Jim McKeown Designs, not to exceed \$75,000, to prepare architectural drawings and process City of Ventura entitlements of a new floorplan design at 1567 Spinnaker Drive #100 for visitor serving uses.

**2) Ventura Shellfish Enterprise Status Report (30 minutes)**

Recommended Action: Informational.

That the Board of Port Commissioners receive a report on the status of the Ventura Shellfish Enterprise (VSE) project.

**3) Portside Ventura Harbor Project Update (15 minutes)**

Recommended Action: Informational.

That the Board of Port Commissioners receive a report on the status of the Portside Ventura Harbor project.

**4) Approval of New Ventura Port District Auditor (5 minutes)**

Recommended Action: Roll Call Vote.

That the Board of Port Commissioners adopt Resolution No. 3376 to approve Brian Pendleton, General Manager as the new Auditor for the Ventura Port District pursuant to the California Harbors and Navigation Code Section 6241.1.

**5) Approval of New Sublease for Diana Dupuy dba Ventura Harbor Fisherman's Storage  
(5 minutes)**

Recommended Action: Voice Vote.

That the Board of Port Commissioners approve the new Sublease between Diana Dupuy dba Ventura Harbor Fisherman's Storage, as Sublessee of that certain property located at 1410 Angler Ct. and the Ventura Port District, as Sublessor.

**REQUEST FOR FUTURE AGENDA ITEMS**

**ADJOURNMENT**

*This agenda was posted on Friday, July 12, 2019 by 5:00 p.m. at the Port District Office  
and online at [www.venturaharbor.com](http://www.venturaharbor.com) - Port District Business - Meetings and Agendas.*

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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, JULY 17, 2019**

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

- a) Property: **1575 Spinnaker Drive #204C**  
Negotiating Parties: Brian Pendleton, Oscar Peña, Timothy Gosney  
Under Negotiation: Ahmad Vahedian, Ph.D  
**New Office Lease Agreement** (renewal) (Verbal Report)
- b) Property: **1583 Spinnaker Drive #212**  
Negotiating Parties: Brian Pendleton, Oscar Peña, Timothy Gosney  
Under Negotiation: Coastwide Corporation  
**Office Lease Termination Agreement** (Verbal Report)
- c) Property: **1583 Spinnaker Drive #212**  
Negotiating Parties: Brian Pendleton, Oscar Peña, Timothy Gosney  
Under Negotiation: Annette Cortez dba idobooks4u  
**New Office Lease Agreement** (Verbal Report)
- d) Property: **1410 Angler Court**  
Negotiating Parties: Brian Pendleton, Oscar Peña, Timothy Gosney  
Under Negotiation: Diana Dupuy dba Ventura Harbor Fisherman's Storage  
**New Sub-Lease Agreement** (Verbal Report)
- e) Property: **Federal Authorized Sea Bottom**  
Negotiating Parties: Brian Pendleton, Oscar Peña, Timothy Gosney  
Under Negotiation: Army Corps of Engineers  
**Sea Bottom Aquaculture Master Permit** (Verbal Report)

**2. Conference with Legal Counsel - Potential Litigation per Government Code Section 54956.9(d)(2): One (1) Case. (Verbal Report)**



# BOARD OF PORT COMMISSIONERS

JULY 17, 2019

APPROVAL OF MINUTES

JULY 3, 2019

# VENTURA PORT DISTRICT

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## BOARD OF PORT COMMISSIONERS MINUTES OF JULY 3, 2019

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### **CLOSED SESSION**

#### **CALL TO ORDER:**

The Ventura Board of Port Commissioners Regular Closed Session Meeting was called to order by Chairman Chris Stephens at 5:34PM at the Ventura Port District Administration Office, 1603 Anchors Way Drive, Ventura, CA 93001.

#### **ROLL CALL:**

##### **Commissioners Present:**

Chris Stephens, Chairman  
Brian Brennan, Vice Chairman  
Everard Ashworth – 5:37PM  
Jackie Gardina

##### **Commissioners Absent:**

Michael Blumenberg

##### **Port District Staff:**

Brian Pendleton, General Manager  
Oscar Peña, Business Operations Manager  
Jessica Rauch, Clerk of the Board

##### **Legal Counsel:**

Andy Turner  
Elsa Sham

**PUBLIC COMMUNICATIONS:** Sam Sadove commented on Item 2. He stated that there needs to be some type of noticing to the tenants who had mailboxes outside of the Coffee Dock & Post.

**ADJOURNED TO CLOSED SESSION AT 5:36PM.**

**ADJOURNMENT:** Closed Session was adjourned at 6:50pm.

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### **OPEN SESSION**

#### **ADMINISTRATIVE AGENDA:**

#### **CALL TO ORDER:**

The Ventura Board of Port Commissioners Regular Open Session Meeting was called to order by Chairman Chris Stephens at 7:00PM at the Ventura Port District Administration Office, 1603 Anchors Way Drive, Ventura, CA 93001.

**PLEDGE OF ALLEGIANCE:** By Commissioner Gardina.

**ROLL CALL:**

**Commissioners Present:**

Chris Stephens, Chairman  
Brian Brennan, Vice Chairman  
Everard Ashworth  
Jackie Gardina

**Commissioners Absent:**

Michael Blumenberg

**Port District Staff:**

Brian Pendleton, General Manager  
Oscar Peña, Business Operations Manager  
John Higgins, Harbormaster  
Richard Parsons, Consultant  
Dave Werneburg, Marina Manager  
Jessica Rauch, Clerk of the Board

**Legal Counsel:**

Andy Turner  
Elsa Sham

**ADOPTION OF AGENDA**

**ACTION:** Commissioner Brennan moved, seconded by Commissioner Gardina and carried by a vote of 4-0 to adopt the July 3, 2019 agenda.

**APPROVAL OF MINUTES**

The Minutes of the June 19, 2019 Regular Meeting were considered as follows:

**ACTION:** Commissioner Ashworth moved, seconded by Commissioner Gardina and carried by a vote of 4-0 to approve the June 19, 2019 Regular Meeting Minutes.

**PUBLIC COMMUNICATIONS:** Sam Sadove would like the District to inquire with the City why the barriers at the junction of Anchors Way Drive/Beachmont are blocking the sidewalks. Randall Novak expressed his unhappiness with the Anchors Way Drive/Beachmont junction not being opened this week as the City told him it would. Vikki Brock asked what is being done to respond to Commissioner Getchell's comments attached to the June 16, 2019 minutes.

**CLOSED SESSION REPORT:** Mr. Turner stated that the Board met in closed session; discussed and reviewed all items on the 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:** Commissioner Ashworth was invited to attend an event at the UC Research Station on Santa Cruz Island. He will also be attending an event at the UC Bren School in mid-July that a number of the same participants will be at. Commissioner Ashworth gave a talk to the Air and Waste Management Association, of which he is an a gust member, which was held at the Ventura Harbor Yacht Club, on the Ventura Shellfish Project.

**STAFF COMMUNICATIONS:** Mr. Pendleton met with Ethan McKinley, new Superintendent for the Channel Islands National Park. Mr. Pendleton also met with and gave a tour of the Village to staff members from Assemblymember Monique Limon's Office. Mr. Pendleton reported on the CSDA General Manager Leadership submit he attended. Mr. Peña updated the Board on the Coastal Conservancy Grant Application. Mr. Higgins updated the Board on the Anchors Way Drive/Beachmont junction.

**LEGAL COUNSEL REPORT:** None.

**ELECTION OF OFFICERS:**

**ACTION:** Commissioner Brennan moved, seconded by Commissioner Ashworth and carried by a vote of 4-0 to nominate Commissioner Gardina as Secretary.

**CONSENT AGENDA:**

Public Comment: Vikki Brock asked what the corporate status of the Ventura Shellfish Enterprise and the California Shellfish Enterprise is, which is related to Items A and B.

**A) Approval of New Professional Services Agreement with Dudek for Continued Support of the 2018 NOAA Sea Grant Tasks**

Recommended Action: Voice Vote.

That the Board of Port Commissioners approve a new Professional Services Agreement with Dudek in the amount of \$100,000 for continued permitting and project management support for the Ventura Shellfish Enterprise (VSE) project 2018 Sea Grant tasks.

**ACTION:** Commissioner Brennan moved, seconded by Commissioner Ashworth and carried by a vote of 4-0 to approve a new Professional Services Agreement with Dudek in the amount of \$100,000 for continued permitting and project management support for the Ventura Shellfish Enterprise (VSE) project 2018 Sea Grant tasks.

**B) Approval of New Professional Services Agreement with Plauché & Carr, LLP for Continued Support of the 2018 NOAA Sea Grant Tasks**

Recommended Action: Voice Vote.

That the Board of Port Commissioners approve a new Professional Services Agreement with Plauché & Carr, LLP in the amount of \$40,000 for continued support of the 2018 NOAA Sea Grant Tasks.

**ACTION:** Commissioner Brennan moved, seconded by Commissioner Ashworth and carried by a vote of 4-0 to approve a new Professional Services Agreement with Plauché & Carr, LLP in the amount of \$40,000 for continued support of the 2018 NOAA Sea Grant Tasks.

**C) Approval of Lease Termination Agreement between the District and Coffee Dock & Post**

Recommended Action: Voice Vote.

That the Board of Port Commissioners approve the Lease Termination Agreement between the District and Coffee Dock & Post for the space located at 1575 Spinnaker Drive, #105A&B.

**ACTION:** Commissioner Brennan moved, seconded by Commissioner Ashworth and carried by a vote of 4-0 to approve the Lease Termination Agreement between

**the District and Coffee Dock & Post for the space located at 1575 Spinnaker Drive, #105A&B.**

**STANDARD AGENDA:**

**1) Approval of Fee Increase for Dry Storage Facility**

Recommended Action: Voice Vote.

That the Board of Port Commissioners approve a fee increase for the District's remodeled dry storage facility.

Public Comment: Sam Sadove commented that his rates are different than those reflected in the staff report and that he does his rates by the size of the space and maintains smaller spaces in his facility.

**ACTION: Commissioner Brennan moved, seconded by Commissioner Ashworth and carried by a vote of 4-0 to approve a fee increase for the District's remodeled dry storage facility.**

**2) Approval of Assignment of Lease for Ventura Harbor Boatyard (VHBY) and Related Transaction Documents Connected with the Sale of VHBY Stock to Silver Bay Seafoods**

Recommended Action: Voice Vote

That the Board of Port Commissioners approve the assignment of the VHBY lease and related transaction documents, and conditionally authorize the General Manager to execute such documents as necessary to effectuate the transaction upon approval of the final form of such documents by the General Manager and Legal Counsel.

**ACTION: Commissioner Brennan moved, seconded by Commissioner Gardina and carried by a vote of 4-0 to approve the assignment of the VHBY lease and related transaction documents, and conditionally authorize the General Manager to execute such documents as necessary to effectuate the transaction upon approval of the final form of such documents by the General Manager and Legal Counsel.**

**REQUEST FOR FUTURE AGENDA ITEMS:** Commissioner Stephens reminded the public that the next meeting, July 17<sup>th</sup>, there will be a VSE presentation held at the Four Points Sheraton Ballroom. He also announced that the Goal Setting Workshop is set for Saturday, September 14<sup>th</sup>.

**ADJOURNMENT:** The meeting was adjourned at 7:40PM.

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Secretary



# BOARD OF PORT COMMISSIONERS JULY 17, 2019

## DEPARTMENTAL STAFF REPORTS

DREDGING  
FEDERAL  
FACILITIES  
HARBOR PATROL  
MARINA  
MARKETING  
PROPERTY

July 17, 2019

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

**Subject: June/July 2019 Dredging Activities and Special Projects Report**

The Dredging Program Manager's activities for the June/July 2019 period included the following:

**FY2020 Federal Dredging Funds**

While the U.S. House of Representatives has approved the FY2020 Energy and Water Development (E&W) Appropriations Bill which funds the Corps of Engineers Civil Works Program and thus the Corps maintenance dredging of Ventura Harbor, the Senate has not even begun to consider the FY2020 appropriations process and is not expected to do so until September. Thus, it now appears likely that on October 1, 2019 when the FY2020 fiscal year begins, that the government will be operating pursuant to the funding authorization of a temporary Continuing Resolution (CR). The current expectation is that the FY2020 appropriations process will not be concluded until late December 2019.

Assuming that there is an E&W appropriation bill by late December and that the bill includes work plan funds to be allocated by the Corps within 60 days leaves a very tight window for such funds to be committed to the February/March 2020 maintenance dredging of Ventura Harbor. The District has indicated that there is a need for \$6.4 million in the 2020 work plan funds to support the dredging effort at the harbor. Fortunately, the Corps LA District has about \$4 million in FY19 funds that are being carried over to FY2020 which will enable the Corps to commence dredging in February 2020. It is expected, however, that an additional \$1.1 million will be required to accomplish a complete dredging.

**Annual Dredging Monitoring Data**

The District's maintenance dredging permit from the California Coastal Commission requires the annual submission of various monitoring reports. The attached letter of June 28, 2019 provided the required reports to that commission.

**Ventura Harbor Village Commercial Dock Replacement Project**

The District's contractor on the Dock Project, Bellingham Marine Industries (BMI) is now making good progress on the erection of the new "D" dock and expects to turn over that dock to the District by July 31, 2019. At that point they will proceed to the demolition of the existing "C" dock and its replacement.

The contractors working for Chevron on the problems associated with their 20" pipeline have now succeeded in draining most of the fluids from the line as well as cutting and capping the line where it was interfering with BMI's installation of a new fire main to serve the new G&H dock. We have directed BMI, however, not to proceed with the fire main installation just yet because the Los Angeles Regional Water Quality Control Board has determined that additional remediation and soil testing is necessary by Chevron's contractors

Respectfully submitted,

*Richard Parsons*

Dredging and Special Projects Consultant  
Attachment



ATTACHMENT 1



June 28, 2019

California Coastal Commission  
89 South California Street, Suite 200  
Ventura, CA 93001-2809

Attn: Wesley Horn

**Re: CDP 4-16-0333 – Annual Monitoring Data**

The subject CDP authorizing the maintenance dredging of Ventura Harbor requires the annual submission of monitoring data. Accordingly, forwarded herewith are the following items:

- 1) 2019 Shoreline Monitoring Summary
- 2) A post-dredge Final Water Quality Monitoring Report dated April 26, 2019 and prepared by Rincon Consultants, Inc. for Manson Construction Co.
- 3) Western Snowy Plover and California Least Tern Monitoring Report dated June 2019 and prepared by SWCA Environmental Consultants.

Between July 1, 2018 and June 30, 2019, the U.S. Army Corps of Engineers conducted an hydraulic dredging operation at Ventura Harbor pursuant to Coastal Commission ND-037-18. A total of about 493,175 cubic yards of sandy material was removed from the harbor's entrance channel and sand traps and deposited in the surf zone on the beach to the south of the South Beach Groin.

The Ventura Port District conducted no dredging operations during the 2018/2019 period pursuant to CDP 4-16-0333.

Should you have any questions or concerns regarding this matter, please give me a call on my cell phone at 805.890.8505.

Yours Truly,

Richard Parsons  
Dredging Program Manager

cc: City Engineer, City of Ventura (with enclosures)  
City Engineer, City of Oxnard (with enclosures) ✓  
Mark Cook, USACE (with enclosures)  
B.E.A.C.O.N.

Encls.

1603 Anchors Way Drive Ventura, CA 93001  
Tel: (805) 642-8538 / Fax: (805) 658-2249  
[www.venturaharbor.com](http://www.venturaharbor.com)

## FY20 Appropriations Update

June was a very busy month for appropriations bills in the House of Representatives. Prior to leaving Washington, DC for the July 4<sup>th</sup> recess, the House passed two minibus packages containing nine of the twelve Fiscal Year 20 (FY20) appropriations bills, as well as one stand-alone bill (the Financial Services Appropriations bill). Both minibus packages passed with just democratic votes. Below is a brief summary of the two minibus packages:

### Minibus #1

- Comprised of 4 appropriations bills
  - Defense
  - Energy and Water
  - Labor, Health and Human Services, and Education
  - State and Foreign Ops
- Total amount of funding: \$982.8 billion
- Passed by a vote of 226-203

### Minibus #2

- Comprised of 5 appropriations bills
  - Agriculture
  - Commerce, Justice, Science
  - Interior and the Environment
  - Military Construction and Veterans Affairs
  - Transportation, Housing and Urban Development
- Total amount of funding: \$383.3 billion
- Passed by a vote of 227-194

The Senate has still yet to begin consideration of their FY20 appropriations bills. Appropriations Chairman Shelby (R-AL) has voiced his preference for getting the senate bills underway before the August recess, but it looks as though those plans will remain in limbo while broader discussions on a budget agreement play out.

Looking ahead, the current fiscal year ends on September 30<sup>th</sup>. Prior to that date, Congress will either need to pass the FY20 appropriations bills or a continuing resolution (CR) in order to avoid a government shutdown. Congressional leaders on both sides of the aisle

have stated their desire to avoid another government shutdown. Given the fact that Congress is in recess for one of the three months before the end of the fiscal year, coupled with the fact that the Senate has not made any progress on their FY20 bills, it is difficult to see a scenario where Congress does not have to pass a CR at the end of September to give themselves more time to complete the FY20 appropriations bills.

For Ventura Harbor, the timing of the FY20 appropriations bills directly correlates to the FY20 Corps work plan. The Corps work plan cannot officially start until the FY20 Energy & Water Appropriations bill is signed into law. Typically, the Corps is allowed sixty-days to produce a work plan. The FY20 Corps work plan is the vehicle for operation and maintenance dredging funds for the coming federal fiscal year.

## Federal Agency Nominations Update

### ***US Fish & Wildlife***

In early June, both the Senate Energy and Natural Resources Committee and the Environment and Public Works Committee held nominations hearings and approved the nomination of Robert Wallace, the President's nominee to become the Assistant Secretary for Fish, Wildlife and Parks at the Department of the Interior. Prior to the Senate leaving Washington DC for the July 4<sup>th</sup> recess, Wallace's nomination was confirmed by the full Senate.

### ***Department of the Interior***

The Senate also recently confirmed Susan Combs to serve as the Assistant Secretary for policy, management and budget at the Department of the Interior (DOI). Combs served in an acting capacity at DOI last year under Secretary Zinke and was spearheading the Department's internal reorganization efforts.

### ***Federal Emergency Management Agency***

On June 20<sup>th</sup>, the Senate Homeland Security and Government Affairs Committee approved the nomination of Jeffrey Byard, the President's nominee to be the Federal Emergency Management Agency's Administrator. Byard's nomination is now awaiting consideration by the full Senate.

### ***Federal Aviation Administration***

Although the Senate Commerce Committee held a confirmation hearing on May 15<sup>th</sup> to consider the nomination of Stephen Dickson to be the Administrator of the Federal Aviation Administration, the nomination has remained stalled in the Committee. Since the hearing, issues have been raised regarding Dickson's alleged involvement in a retaliation against an employee at Delta Airlines who had reported safety concerns to him and other Delta executives when Dickson was an executive at the airline from 2006 to 2018. The Committee's investigation has raised real questions as to the viability of Dickson's nomination moving forward. There has not been a confirmed Administrator since the prior Administrator's five-year term expired on January 7, 2018.

## Infrastructure Package

There has been no significant movement on an infrastructure bill deal with the White House and House Democrats after the President called off further discussions late last month. However, Speaker Pelosi recently met with House Transportation and Infrastructure Chairman DeFazio (D-OR) and Ways and Means Chairman Neal (D-MA) about the possibility of re-approaching the White House about re-opening negotiations. Meanwhile, the Congressional Blue Dog Caucus (centrist House Democrats) is still hopeful that a deal can be struck and have asked for input on what should be included in such a package from the stakeholder community.

## EPA Looks to Increase its Compliance with Clean Water Act

The U.S. Environmental Protection Agency (EPA) is taking an important step toward ensuring the Agency is meeting its statutory obligations and carrying out the cooperative federalism principles embodied in the Clean Water Act (CWA). In a memorandum to EPA Regional Administrators, EPA Assistant Administrator for Office of Water David Ross directed regional offices to comply with statutory deadlines for acting on state and tribal CWA submittals while improving responsiveness in the agency's oversight role.

## DOT Launches Port Infrastructure Development Program

The Department of Transportation (DOT) announced \$292.7 million in discretionary grant funding through the new Port Infrastructure Development Program. The deadline to submit applications is September 16, 2019. This new program aims to support public coastal ports by improving the safety, efficiency, or reliability of goods movement into, out of, or within a port. Investments in port transportation infrastructure will be awarded on a competitive basis for projects located either within the boundary of a coastal seaport, or outside the boundary of a coastal seaport, and directly relate to port operations or to an intermodal connection to a port. DOT will evaluate projects using criteria which include leveraging federal funds, project costs and benefits, project outcomes, project readiness, and domestic preference. DOT will also consider geographic diversity when selecting grant recipients. The House passed FY20 THUD bill proposes to continue this program which first received funding in the FY19 Omnibus Appropriations bill.



**VENTURA PORT DISTRICT**  
**DEPARTMENTAL STAFF REPORT**

Meeting Date: July 17, 2019

TO: Board of Port Commissioners  
FROM: Joe A. Gonzalez, Facilities Manager  
SUBJECT: June 2019 Facilities Report

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**FACILITIES:**

Staff continues to perform preventive maintenance that needs immediate attention on the Ventura Harbor Village buildings to prevent dry rot damage to existing areas. This includes sills, trim, mildew treatment and other portions of the buildings.

Before



After



**MARINA:**

Staff continues to perform monthly inspections on all gangways that are in service including docks, fire extinguishers and fire boxes.

**MARKETING:**

The Maintenance Department continues to provide assistance to the Marketing Department for weddings and events, installation of banners/flyers, and whatever the needs are to make a successful event.

**ON-GOING PROJECTS:**

***New Lease Agreements:*** Staff is working closely with the following tenants on their new lease agreements in regards to facilities upgrades/remodels:

- 1559 Suite 109 (Top this Chocolate)
- 1591 Suite 112 (*Le Petit Café Bakery*)
- 1591 Suite 117B (Silhouettes)
- 1583 Suite 104A (new)
- 1583 Suite 105 (Frenchies modern nail care)
- 1583 Suite 212 (new)

**VHV Painting Project:** Staff is working closely with the architect and U.S Communities on developing the specifications for this project with the goal to start in late September.

**Dry Storage:** Staff is working closely with the project contractor to make sure the District's responsibilities are completed in a timely matter.

**1591 ADA Public Restrooms/Trash Enclosures Upgrade:** The 1591 public restrooms and the 1591 trash enclosure projects are proceeding as planned. Public restrooms are approximately 90% completed, and scheduled to be completed by the end of this month. The trash enclosure is about 75% completed and scheduled to be completed by mid-month.



**VENTURA PORT DISTRICT**  
**DEPARTMENTAL STAFF REPORT**

Meeting Date: July 17, 2019

TO: Board of Port Commissioners  
FROM: John Higgins, Harbormaster  
SUBJECT: June 2019 Harbormaster/Harbor Patrol Report

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**PUBLIC SAFETY**

**Overview:**

The June Gloom continues and because of that beach crowds have been a bit smaller than previous years. Land and Water activities are in full swing. On the water daily, there are two sailing programs and various groups like the California State Jr. Lifeguards who visit the harbor once a week for kayak programs. We have not had any major issues and continue to monitor activities.



We had an issue with the opening of Beachmont at the beginning of the month. Significant traffic and wrong way drivers created problems. We quickly worked with the City and Developer to close it back down until the project is completed and proper signage can be placed.

**BEACHES**

**Harbor Cove:**

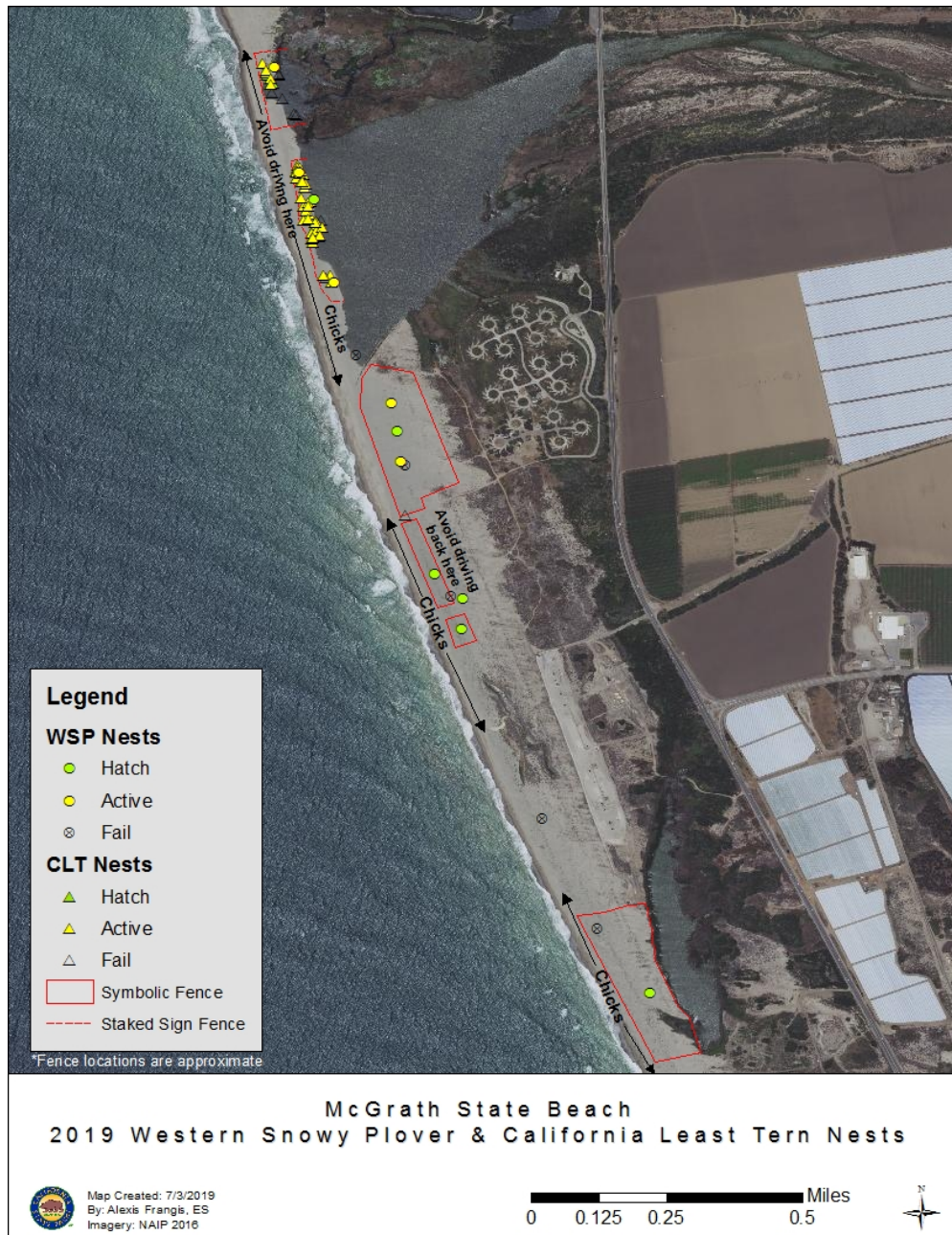
The Harbor Cove Beach sand is in the process of being moved back out to the beach. Harbor Patrol and Maintenance Staff have coordinated to ensure that the work can be done in the shortest time possible and before the peak crowds arrive late morning. The sidewalk has also been cleared of sand so visitors can move freely through the lot. The excess sand is moved back out to the shoreline and naturally fills back in. The result is a nicer beach for visitors.



**South Beach:**

As mentioned in previous reports, the beach is very healthy as a result of the beach replenishment efforts. On a daily basis, people are out enjoying the many recreational opportunities. Another important result of our efforts is another year of robust bird activity to the South. Like last year, there is a significant number of protected bird nesting. The extra sand has allowed for both the Snowy Plovers and Least Terns to nest out of the way of the general public. We have been working with California State Parks to ensure these sensitive areas are not traveled by vehicles, people, or dogs. We have laminated these maps (next page) and placed them in our vehicles to help educate the public of these sensitive areas.





McGrath Update: Our first least tern nests have hatched and there are chicks in both of the colonies on the SCRE sandbar. Several plover nests have hatched in the last week and there are chicks at the south end of the sandbar moving in and out of the fencing. Plovers can move their chicks significant distances so there could be chicks anywhere on the beach from McGrath Lake to the SCRE. Terns continue to initiate new nests and we have had to bump out the fencing in two places for nests below the berm on the sandbar. There are currently 41 active tern nests and 5 active plover nests. Because the SCRE is such a sensitive nesting area right now please avoid driving on the sandbar unless it is an emergency. Please continue to use extra caution when accessing the beach, plan beach patrols to avoid periods of high tide, drive slowly and as close to the wet sand as possible and avoid running over vegetation, driftwood or other debris as there may be chicks hiding underneath as well as nests outside of fenced areas.



### **White Shark Research Buoys & Receiver Results:**

This season there have been only a few reports of juvenile sharks in our area. Our staff continues to stay involved in trying to locate hotspots and coordinate with the science community. The last two downloads of receivers in the Ventura area did not reveal any tagged sharks. We will continue to do coastline patrols during the peak visitor hours and Jr. Lifeguard times to ensure the highest level of public safety.

Last year we took out a NBS reporter who put together a nice eight minute video that gives a good overview of the situation.

<https://www.nbcnews.com/leftfield/video/shark-sightings-are-increasing-off-california-beaches-and-that-s-good-news-1282499651512>

### **EQUIPMENT**

#### **Fireboat 1:**

The long block motor has been received by our mechanic. They are in the process of transferring parts from our old motor to the new long block. Once they have the motor assembled, we will coordinate with the boatyard to do the motor exchange.

#### **New Harbor Patrol Truck:**

We have begun stocking the truck with various specialized equipment. Due to the compartments on the service body, the reflective decals are taking a bit longer than expected. Since the truck is otherwise set up, it is now available for backup and support for emergencies.

#### **Emergency Supplies:**

The July 4th and 5th earthquakes were good reminders for us to evaluate our Emergency supplies. A couple of years back we made some purchases to be better prepared. Besides the buildings small emergency power generator, we have added two additional portable Honda generators, fuel cans, power cords, portable led lights, pop up tents, radios, chairs, and tables. If there was a need, we could begin a portable offsite command post until the City or County arrives with reinforcements and supplies. While the City and County have the responsibility for the emergency services in our community, we realize being on the outskirts of each we would be better served by having the basic preparations in place to meet our needs.

Several years ago, Ventura Harbor initiated the first CERT training in the City of Ventura. The group consisted of marinas, boaters, mobile home park tenants, and village merchants. Ventura West Marina and the Mobile Home Park tenants have continued to support this program. I will be assigning a member of our Harbor Patrol to reassess these programs and determine the need for additional training or support from the Port District and City of Ventura. The City now has a program and we will look into if they may be interested in hosting a training here in the Harbor.

### **TRAINING/MEETINGS/MOU'S/STAFFING**

#### **Ventura County Lifeguard Education Event:**

Marine Safety Officer Casey Graham, who is active in Beach Safety, put together Ventura Counties first Beach Lifeguard Educational Event. This two hour event provided Beach Lifeguards with training on C-Spine emergencies, performance coaching, a C-Spine case study, and a White Shark overview. At-



tendees were given two hours of continuing education for EMT and paramedic certifications. The event included agencies from San Diego to Santa Barbara and packed the National Park Service auditorium. I would like to thank the National Park Service for allowing us to use their facility and Casey Graham for his dedication to water safety.



**Additional Training by Staff and Harbormaster:**

- Participated - Ventura County Fire Chiefs Meeting
- Participated - US Coast Guard Channel Islands Search & Rescue Mtg

**Marine Safety Officer Program:**

I have been working on another recruitment to fill the vacancies in our part-time MSO program. My goal is to have the process completed before the end of summer so that we can give the new MSO's some valuable training before the winter challenges arrive. The minimum qualifications for this position are two seasons as a beach Lifeguard.

**GRANTS**

California Surrendered and Abandoned Vessel Exchange (SAVE) California Parks: I reached out to the State Division of the Department of Boating and Waterways to try to get an update on the awards. The Program Manager expects the grants to be awarded next month. Once I have the award amount, I will begin to prioritize the vessel removals within our Harbor.

## 911 CALLS DISPATCHED (26 CALLS)

<a href="#">19-0046739</a>		HARB1, ME7, MED482	M5	UNKNOWN PROBLEM NON EMD	Ventura County Fire Department	1215 Anchors Way	Ventura	6/14/2019 10:55:28 AM
<a href="#">19-0046825</a>		HARB1, ME7, MED481	M7	OBVIOUS OR EXPECTED DEATH	Ventura County Fire Department	2969 Seaview Ave	Ventura	6/14/2019 4:48:49 PM
<a href="#">19-0047322</a>		HARB1, ME2, MED482	M7	FALLS NO CODE	Ventura County Fire Department	1215 Anchors Way	Ventura	6/16/2019 12:15:04 PM
<a href="#">19-0047336</a>		AIRS08, B13, B15, B3, B61, CSTGRD2, E63, EMS48, HARB1, LIFECD1, ME1, ME106, ME5, MED482, MT5, OR1, OR53, OR66	F4	OCEAN RESCUE HIGH	Ventura County Fire Department	135 Shoreline Dr	Ventura	6/16/2019 1:03:29 PM
<a href="#">19-0047661</a>		B25, B3, CSTGRD1, EMS63, HARB1, LIFECD2, ME1, ME2, MED482, OR1	F5	OCEAN RESCUE LOW	Ventura County Fire Department	135 Shoreline Dr	Ventura	6/17/2019 3:59:01 PM
<a href="#">19-0049439</a>		HARB1, ME2, MED662	M7	FALLS NO CODE	Ventura County Fire Department	1559 Spinnaker Dr	Ventura	6/23/2019 8:04:52 PM
<a href="#">19-0049771</a>		HARB1, ME2	F7	INVESTIGATION	Ventura County Fire Department	E Harbor Blvd / Olivias Park Dr	Ventura	6/24/2019 9:46:55 PM
<a href="#">19-0049852</a>		E66, HARB1, ME83, MED482	M5	UNKNOWN PROBLEM NON EMD	Ventura County Fire Department	1215 Anchors Way	Ventura	6/25/2019 8:07:06 AM
<a href="#">19-0049959</a>		HARB1, ME7, MED692	M5	STROKE (CVA)	Ventura County Fire Department	1215 Anchors Way	Ventura	6/25/2019 3:04:03 PM
<a href="#">19-0050236</a>		HARB1, ME5, MED482	M5	SICK PERSON NON EMD	Ventura County Fire Department	1901 Spinnaker Dr	Ventura	6/26/2019 3:17:06 PM
<a href="#">19-0050280</a>		HARB1, ME2, MED483, MT5	M5	SICK PERSON	Ventura County Fire Department	1559 Spinnaker Dr	Ventura	6/26/2019 6:02:58 PM
<a href="#">19-0050290</a>		HARB1, ME2, MED482, MED483	M5	ASSAULT	Ventura County Fire Department	3750 E HARBOR BL	Ventura	6/26/2019 6:36:52 PM
<a href="#">19-0050400</a>		HARB1, ME2	F7	COMMERCIAL FIRE ALARM	Ventura County Fire Department	1080 Navigator Dr	Ventura	6/27/2019 8:38:26 AM
<a href="#">19-0050487</a>		HARB1, ME2, MED482	M3	UNCONSCIOUS/FAINT HIGH	Ventura County Fire Department	1449 Spinnaker Dr	Ventura	6/27/2019 2:46:37 PM
<a href="#">19-0050517</a>		HARB1, ME2	F7	HAZARD INVESTIGATION	Ventura County Fire Department	1583 Spinnaker Dr	Ventura	6/27/2019 4:08:02 PM
<a href="#">19-0050577</a>		HARB1, ME5, MED496, MT5	M3	UNCONSCIOUS/FAINT HIGH	Ventura County Fire Department	1755 Spinnaker Dr	Ventura	6/27/2019 8:00:34 PM
<a href="#">19-0050633</a>		HARB1, ME2, MED482	M5	HEART PROBLEM	Ventura County Fire Department	1050 Schooner Dr	Ventura	6/27/2019 11:14:09 PM
<a href="#">19-0051539</a>		HARB1, ME2, MED482, MED483	M5	EYE PROBLEMS/INJURIES	Ventura County Fire Department	1559 Spinnaker Dr	Ventura	7/1/2019 1:47:40 AM
<a href="#">19-0051659</a>		B2, B23, CSTGRD1, EMS63, HARB1, LIFECD2, ME1, ME2, ME7, MED481, MED482, OR1	F5	OCEAN RESCUE LOW	Ventura County Fire Department	E Harbor Bl / Olivias Park Dr	Ventura	7/1/2019 1:43:05 PM
<a href="#">19-0051722</a>		HARB1, ME7, MED481	M5	OVERDOSE/POISONING NON EMD	Ventura County Fire Department	1363 Spinnaker Dr	Ventura	7/1/2019 4:38:35 PM
<a href="#">19-0052069</a>		B2, B31, CSTGRD1, EMS63, HARB1, LIFECD2, ME2, ME3, MED482, OR1	F5	OCEAN RESCUE LOW	Ventura County Fire Department	2904 Pierpont Blvd	Ventura	7/2/2019 8:04:28 PM
<a href="#">19-0052179</a>		HARB1, ME2, MED481	M3	BREATHING PROBLEMS HIGH	Ventura County Fire Department	1215 Anchors Way	Ventura	7/3/2019 9:41:26 AM
<a href="#">19-0052442</a>		HARB1, ME2, MED482	M3	UNCONSCIOUS/FAINT HIGH	Ventura County Fire Department	1215 Anchors Way	Ventura	7/4/2019 5:13:43 AM
<a href="#">19-0052924</a>		HARB1, ME2, ME5, MED663	M5	FALLS	Ventura County Fire Department	1691 Spinnaker Dr	Ventura	7/5/2019 11:52:46 AM
<a href="#">19-0053050</a>		HARB1, ME2, MED481	M3	CHEST PAIN NON TRAUMA HIGH	Ventura County Fire Department	1198 Navigator Dr	Ventura	7/5/2019 7:30:03 PM
<a href="#">19-0053132</a>		HARB1, ME2, MED482	M3	SICK PERSON HIGH	Ventura County Fire Department	1215 Anchors Way	Ventura	7/5/2019 11:44:22 PM
<a href="#">19-0053276</a>		HARB1, ME2, MED482	M5	FALLS NON EMD	Ventura County Fire Department	1583 Spinnaker Dr	Ventura	7/6/2019 12:16:17 PM
<a href="#">19-0053637</a>		B1, B22, BOAT19, CSTGRD1, EMS63, HARB1, LIFECD2, ME1, ME2, MED481,	F5	OCEAN RESCUE LOW	Ventura County Fire Department	135 Shoreline Dr	Ventura	7/7/2019 6:05:24 PM

There have been no changes in the depths around the Harbor Entrance and Sand Trap.

There have been no changes in the depths around the Harbor Entrance and Sand Trap.



**VENTURA PORT DISTRICT**  
**DEPARTMENTAL STAFF REPORT**

Meeting Date: July 17, 2019

TO: Board of Port Commissioners  
FROM: Dave Werneburg, Marina Manager / Commercial Fisheries  
SUBJECT: June 2019 Marina Report

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**Commercial Fishing**

There have been no notable commercial landings in northern or southern California. Suggests we are returning to our old cycle, i.e. late fall.

**Village Harbor Dock Replacement Project**



*Going...*



*Going...*



***Gone!***

D-Dock – Deconstructed in under a week.



New 50' pile started arriving on Monday, June 24<sup>th</sup>. Seen here are the piles being offloaded from truck to barge. New cement piles were cast and trucked down from Dixon, California, near Sacramento. Old piles were 35' to 38'. Our next major dock renovation project will probably be 60-70 years off. New 50' piles are mitigation for sea level changes and potential tsunamis in the future.

The new D-Dock will require twenty-nine (29) new piles. Seventeen (17) new piles and several dock sections are already in place. New piles are water jetted in as far as possible; the diesel driven hammer will pound it in the final few feet. It takes about 1.5 hours to set a pile into place; only the final 5-8 minutes require the use of the hammering action.

D-Dock is scheduled for completion by July 24<sup>th</sup>. We are on schedule to start the transition to C-Dock the week of the 21<sup>st</sup>.



Major accomplishment as of Friday, June 21<sup>st</sup>. *Entact*, contractor hired by Chevron, successfully tapped and cut out a section of the 20" abandoned oil pipeline to allow the hot taps for new G-H Dock fire lines and potable water connections. The blue pipes are the water lines to be tapped. The oil pipeline was taken out of service in 1993. *Entact* has capped and welded shut both ends where the section was removed. This will complete the landside activity of this project.



# MARKETING & PROMOTIONS

DATE RANGE: JUNE 1 - JUNE 30, 2019



## Publicity & Marketing

- New Harbor Views Summer E-newsletter Distributed in the Ventura Breeze Newspaper (11k circulation). Additional 1k Distributed at harbor locations, Visitor Center, Waterfront Wednesdays Visitor Booth
- Featured 5 Articles & 6 Interest Pieces on Harbor/Summer Activities/Village Tenant Updates
- Brian Pendleton Press Release Coverage as New GM in the June 5 Edition of the Ventura Breeze
- New Harbor Village Summer Map & Guide (10,000k) – Distribution in Village/Visitor Center/Harbor Hotels
- SEA-sational: Make Waves All Summer Long Press Release Distributed to 2,215 Media Outlets

## Meetings

- Hosted Village Tenant Creative Meeting: June 12: Twelve Village Tenants in Attendance
  - GM Harbor Project Update / Summer Promotions Review / Pirates Day Review / Tenant Survey Results & Input
- Met with Staff from Safe Harbors to Welcome and Speak with Australian Founder/CEO of the Seabin Project to Share & Demonstrate on the Dock at Ventura Isle Marina to Review #SeabinProject that is Filtering Micro-Plastics, Oil & Debris from our Harbor. Photos and Live Stream Posted to Social Channels

## SEA-sational Campaign Launch for Summer

- Developed a SEA-sational Summer Campaign/Design with Ads, Banner Ads, Social Posts and in Collaboration with Somerville Associates
- Attraction SEA-sational Summer Ads in the Following June Publications: Valley Scene Magazine Santa Clarita Signal; Bakersfield Life Magazine; Carpinteria Magazine
- Dedicated Enewsletter for Sea-sational Happenings / Activities
- Dedicated Banner Ads & Website Pages





# 14TH ANNUAL PIRATES DAY

JUNE 1, 2019 FROM 11AM TO 4PM



**15**

Tenant  
Offers

**4,000**

Pedestrians between  
11am - 5pm (Approx.)

**215**

Treasure  
Maps Sold

**68K**

Reached on  
Instagram

**31K**

Reached on  
Facebook

**4,000**

Visits on Ventura  
Harbor Website page

## Based on Tenant Survey:

**70%**

Positive Experience  
for Business

**100%**

Valuable  
Branding Tool

**89%**

Interested in <sup>28</sup>  
Participating in 2020

**60%**

Return to  
2 Day Event





# WEB ANALYTICS & MARKETING

DATE RANGE: JUNE 1 - JUNE 30, 2019

## WEBSITE ANALYTICS



*VenturaHarborVillage.com*

Pageviews  
29,026

Users  
9,324

### TOP PAGE VIEWS

- Dine
- Events
- Pirates Day 2019
- Play
- Shop
- Explore
- 4th of July Dinner Cruise
- Visitor Information

*VenturaHarbor.com*

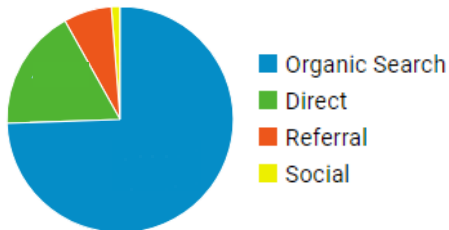
Pageviews  
17,426

Users  
8,087

### TOP PAGE VIEWS

- Live Web Cam
- Restaurants/Food
- Directions/Map
- Beaches
- Jobs

### WHERE OUR WEBSITE VISITORS COME FROM:



Reception hosted on June 7 for 35 Media & Travel Trade guests for Visit California International IPW Post-FAM Tour Reception in conjunction with Ventura County Coast.

The post-FAM was following the largest US Travel international travel trade show, held in Anaheim this year, which showcases the US and it's destinations to international markets to boost tourism. Visit California sponsored the Post-FAM up the California Central Coast including a visit to the Channel Islands National Park with Island Packers.

The reception on the Harbor Village Promenade included: Live seaside entertainment, Harbor tastes & Harbor gifts. Travel trade and media were from Brazil, Argentina, China and more. Visit California's staff, including the social media coordinator, were also on hand for the event. Brian Pendleton, Harbor GM, was in attendance.



# SOCIAL MEDIA PROFILES

DATE RANGE: JUNE 1 - JUNE 30, 2019



## INSTAGRAM

Sample Imagery Posted in June:



Followers

Top Hashtags

14,116 ▲ 2.3%

Net Follower Growth

395 ▲ 14.5%

#venturaharbor

414

#venturapiratesday

414



## FACEBOOK

Sample Imagery Posted in June:



Followers

Total Impressions

900,377

Total Impressions increased by

Average Daily Users Reached

13,299

30 ▲ 27.9%

23,681



## TWITTER

Sample Posts in June:

**Ventura Harbor** @VenturaHarbor · Jun 26  
The Ventura Port District Dock Improvement Project is in full effect. Older dock pilings were removed last week (as shown in footage below). Now the new sturdy pilings are being drilled in place. Come view the progress in person!  
More info [venturaharbor.com/Dock-Improve...](https://venturaharbor.com/Dock-Improve...)



**Ventura Harbor** @VenturaHarbor · Jun 13  
Looking for Father's Day fun? Head to [#VenturaHarbor Village](https://mailchi.mp/venturaharbor/...) for a memorable weekend seaside. Fun ideas & entertainment info here [mailchi.mp/venturaharbor/...](https://mailchi.mp/venturaharbor/...)



**Ventura Harbor** @VenturaHarbor · Jun 7  
Welcome racers to the 30th Annual Ventura Outrigger Challenge on Saturday, June 8th starting 8am at [#VenturaHarbor's Harbor Cove Beach](https://venturaharbor.com/VenturaHarbor's%20Harbor%20Cove%20Beach) – come check out as hundreds of canoe racers compete!  
More info at: [hokuloaoutrigger.com/ventura-race-2...](https://hokuloaoutrigger.com/ventura-race-2...)



**Ventura Harbor** @VenturaHarbor · Jun 6  
Friday, June 7th is [#WorldOceansDay](https://worldoceansday.org)! An opportunity to honor, help protect, and conserve our shared ocean. Join in the new event at Ventura Harbor – music, booths, beach activities from 2-6pm on Harbor Cove Beach. Learn more at [worldoceansdayventura.org](https://worldoceansdayventura.org)



**VENTURA PORT DISTRICT**  
**DEPARTMENTAL STAFF REPORT**

Meeting Date: July 17, 2019

TO: Board of Port Commissioners  
FROM: Robin Baer, Property Manager  
SUBJECT: June 2019 Property Report

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**TENANT REPORT**

- 1) *Top This Chocolate* – 1559 Spinnaker Drive #109 --- Tenant is waiting on City of Ventura inspection. Drywall, paint and fixtures are being completed. Estimated opening summer 2019.
- 2) *NEW Vacant Space* – 1583 Spinnaker Drive #104A – This unit will start construction phase in July 2019. We are preparing a move-in-ready (paint, electrical, flooring) available space to lease. Estimated completion August 2019.
- 3) *Frenchies Nail Salon* – 1583 Spinnaker Drive #105 – Tenant has had some setbacks with the architect providing proper measurements and drawings. They are trying to finalize layout and design for the space. Tenant plans to submit drawings to the City by August.
- 4) *Le Petit Restaurant* --- 1591 Spinnaker Drive #112 – Tenant is continuing to work with an architect to prepare the drawings for the patio cover/gazebo.
- 5) *Margarita Villa* --- 1567 Spinnaker Drive #200 --- Tenant and staff continue to work together with the awning company for design of the patio cover.
- 6) *Carousel (Lighthouse Building)* --- 1567 Spinnaker Drive #100 -- Staff is creating options of a new conceptual floorplan with the design team and Jim McKeown. These floorplans provide three or four different spaces to lease, which would allow for new innovative and creative concepts within the spaces and provide smaller footprints to adapt to trending ideas.

**LEASING OUTREACH**

- 1) Leasing Outreach –
  - Daily exposure with our ads online via LoopNet/CoStar which covers the following:
    - Top three commercial real estate marketplaces:
      - LoopNet, CityFeet and Showcase and;
      - 150 plus online newspaper websites including Wall Street Journal
    - 24 Million visitors to these sites /200,000 real estate professional use CoStar
  - b) Motionloft Vehicle and Pedestrian Monthly Counts – May 2019 Report (see attached)
  - c) Webinar – Attended the GSA Automated Advanced Acquisition Program (AAAP).
    - This was a free online presentation and demonstration of the AAAP Program that GSA and National Park Services uses to obtain leaseholds.
    - The information provided a walk-thru process of how to apply and/or submit your available spaces for lease. This process usually occurs once a year in October.
    - The scope of space requirements are setup individually and posted on their web portal

**SALES REPORTS**

The attached summary for May provides sales for three categories: restaurants, retail and charters. The reports compare the monthly sales for 2018 and 2019. They also include year-to-date comparisons. The year-to-date overall sales for May were up 0.12% from the same time last year.

**ATTACHMENTS**

Attachment 1 – Sales Summary – May 2019  
Attachment 2 – Motionloft Reports – May 2019

# ATTACHMENT 1

## Ventura Harbor Village Tenant Sales Summary

Month of  
05/2019

		<u>May-2019</u>	<u>May-2018</u>	<u>% Change</u>
Restaurants	\$	1,301,377	\$ 1,389,279	-6.33%
Retail	\$	361,014	\$ 388,619	-7.10%
Charters	\$	541,466	\$ 617,651	-12.33%
Total	\$	2,203,857	\$ 2,395,549	-8.00%

Year-to-date through May 2019

		<u>May-2019</u>	<u>May-2018</u>	<u>% Change</u>
Restaurants	\$	6,047,396	\$ 5,996,803	0.84%
Retail	\$	1,560,106	\$ 1,564,430	-0.28%
Charters	\$	2,056,028	\$ 2,090,852	-1.67%
Total	\$	9,663,530	\$ 9,652,085	0.12%



Ventura Port District

May 1, 2019 - May 31, 2019

1,956

Typical Day

5,691

Sun, May 12 - Busiest Day

3,799

Sunday Average

14,188

Typical Week

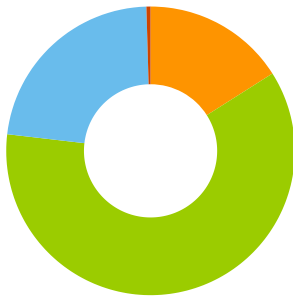
13,429

Peak Week Beginning Sun, May 12

60,622

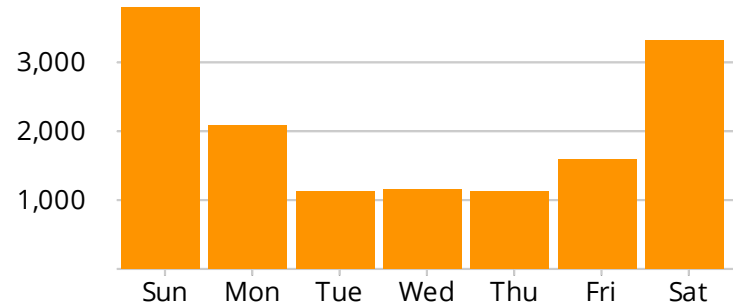
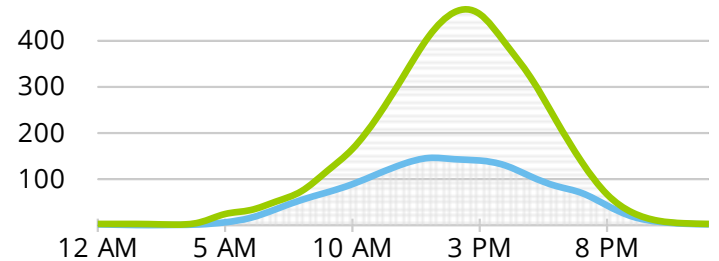
Total Visitors

Average Daily Activity



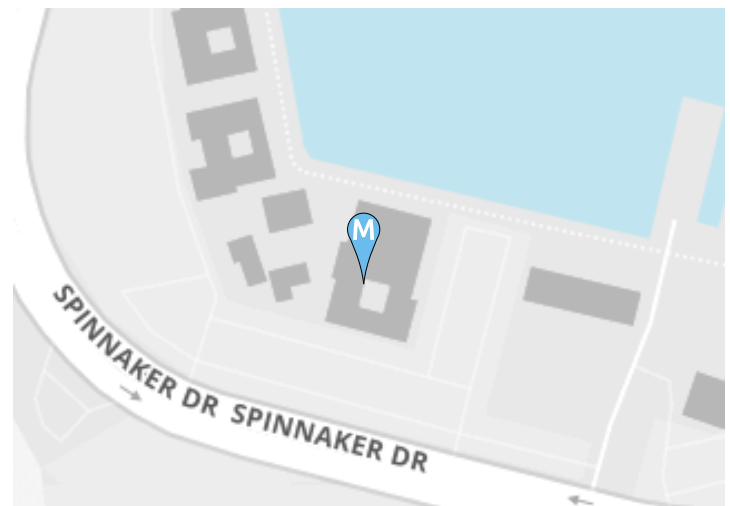
Hours	%	Total
5am - 11am	16%	313
11am - 5pm	61%	1,190
5pm - 11pm	23%	444
11pm - 5am	0%	9

Weekdays Weekends



Totals

Week beginning Sun, Apr 28	9,021
Week beginning Sun, May 5	12,809
Week beginning Sun, May 12	13,429
Week beginning Sun, May 19	13,142
Week beginning Sun, May 26	12,221



Ventura Port District

May 1, 2019 - May 31, 2019

5,476

Typical Day

7,398

Sat, May 25 - Busiest Day

7,110

Saturday Average

38,516

Typical Week

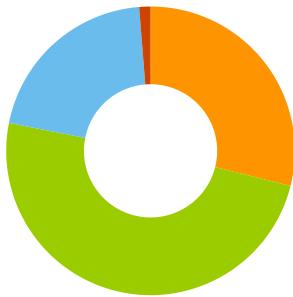
38,580

Peak Week Beginning Sun, May 19

169,745

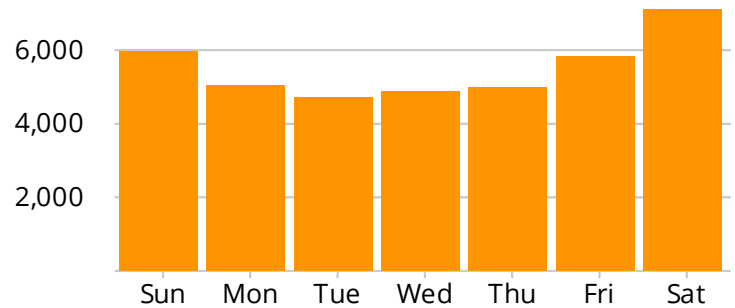
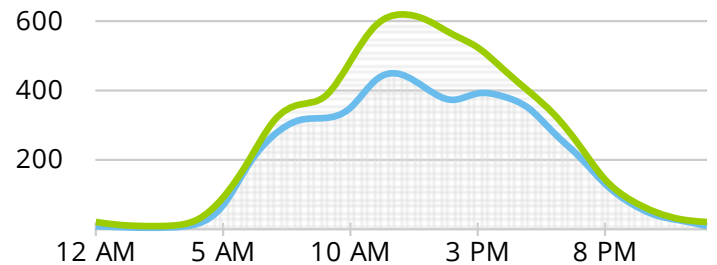
Total Visitors

Average Daily Activity



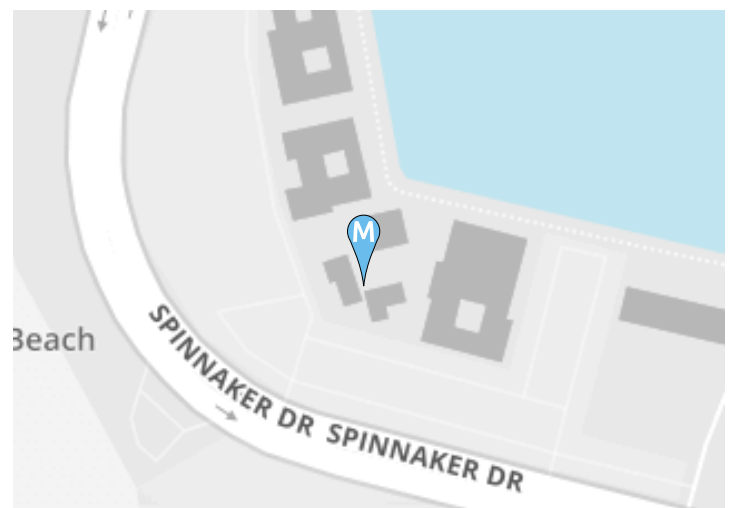
Hours	%	Total
5am - 11am	29%	1,583
11am - 5pm	49%	2,694
5pm - 11pm	21%	1,130
11pm - 5am	1%	69

Weekdays Weekends



## Totals

Week beginning Sun, Apr 28	22,710
Week beginning Sun, May 5	36,406
Week beginning Sun, May 12	38,305
Week beginning Sun, May 19	38,580
Week beginning Sun, May 26	33,744





# BOARD OF PORT COMMISSIONERS

JULY 17, 2019

## CONSENT AGENDA ITEM A

APPROVAL OF OUT OF  
TOWN TRAVEL REQUESTS

**VENTURA PORT DISTRICT  
BOARD COMMUNICATION**

**CONSENT AGENDA ITEM A**  
Meeting Date: July 17, 2019

TO: Board of Port Commissioners  
FROM: Brian D. Pendleton, General Manager  
SUBJECT: Approval of Out of Town Travel Requests

---

**RECOMMENDATION:**

That the Board of Port Commissioners approve the following out of town travel requests for:

- A) Harbormaster, John Higgins to go to Indian Wells, CA to participate in the California Joint Powers Insurance Authority (CJPIA) Risk Management Educational Forum on October 8 – October 11, 2019. Attending this forum provides educational opportunities to keep up-to-date on risk management policies and approaches. Estimated cost for the travel is as follows:

Registration	\$0.00
Lodging	\$779.66
Meals	\$170.00
Mileage	\$223.88
Miscellaneous	\$100.00
<b>TOTAL</b>	<b>\$1,273.54</b>

- B) Facilities Manager, Joe Gonzalez to go to Indian Wells, CA to participate in the California Joint Powers Insurance Authority (CJPIA) Educational Forum on October 8 – October 11, 2019. Attending this forum provides educational opportunities to keep up-to-date on risk management policies and approaches. Estimated cost for the travel is as follows:

Registration	\$0.00
Lodging	\$779.66
Meals	\$170.00
Mileage	\$223.88
Miscellaneous	\$100.00
<b>TOTAL</b>	<b>\$1,273.54</b>

- C) General Manager, Brian Pendleton to go to Portland, OR to participate in the Pacific Coast Shellfish Growers Association (PCSGA) Annual Conference on September 16 – September 19, 2019. Attending this conference provides for the best networking and professional development opportunities in regards to shellfish and aquaculture. Estimated cost for the travel is as follows:

Registration	\$275.00
Transportation	\$300.00
Lodging	\$596.68
Meals	\$475.00
Mileage	\$61.60
Miscellaneous	\$100.00
<b>TOTAL</b>	<b>\$1,808.28</b>



- D) Commissioner Chris Stephens to go to Portland, OR to participate in the Pacific Coast Shellfish Growers Association (PCSGA) Annual Conference on September 16 – September 19, 2019. Attending this conference provides for the best networking and professional development opportunities in regards to shellfish and aquaculture. Estimated cost for the travel is as follows:

Registration	\$275.00
Transportation	\$300.00
Lodging	\$596.68
Meals	\$475.00
Mileage	\$77.14
Miscellaneous	\$100.00
<b>TOTAL</b>	<b>\$1,823.82</b>

- E) Commissioner Jackie Gardina to go to Portland, OR to participate in the Pacific Coast Shellfish Growers Association (PCSGA) Annual Conference on September 16 – September 19, 2019. Attending this conference provides for the best networking and professional development opportunities in regards to shellfish and aquaculture. Estimated cost for the travel is as follows:

Registration	\$275.00
Transportation	\$300.00
Lodging	\$596.68
Meals	\$475.00
Mileage	\$74.24
Miscellaneous	\$100.00
<b>TOTAL</b>	<b>\$1,820.92</b>



# BOARD OF PORT COMMISSIONERS

## JULY 17, 2019

### CONSENT AGENDA ITEM B

APPROVAL OF NEW OFFICE LEASE

AGREEMENT FOR AHMAD VAHEDIAN, PH.D

**VENTURA PORT DISTRICT  
BOARD COMMUNICATION**

**CONSENT AGENDA ITEM B**  
Meeting Date: July 17, 2019

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TO: Board of Port Commissioners  
FROM: Robin Baer, Property Manager  
SUBJECT: New Office Lease Agreement for Ahmad Vahedian, Ph.D  
1575 Spinnaker Drive #204C

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**RECOMMENDATION:**

That the Board of Port Commissioners approve a new Office Lease Agreement between the Ventura Port District dba Ventura Harbor Village and Ahmad Vahedian, Ph.D for the premises located at 1575 Spinnaker Drive #204C, consisting of a total of 275 square feet for a one year term.

**SUMMARY:**

Staff has re-negotiated with this tenant who will be signing a one-year term lease. No improvements are required for this space.

**BACKGROUND:**

Dr. Vahedian is a psychologist that has been a tenant in the Village since the year 2000. He would like to continue his practice in the Village and has renewed his lease for another year.

**FISCAL IMPACT:**

This new lease reflects current market rental rates for office space in the complex. The annual occupancy cost for this tenant is \$6,768.00.

**ATTACHMENTS:**

None.



BOARD OF PORT COMMISSIONERS

JULY 17, 2019

CONSENT AGENDA ITEM C

APPROVAL OF LEASE TERMINATION  
AGREEMENT FOR COASTWIDE  
CORPORATION

**VENTURA PORT DISTRICT  
BOARD COMMUNICATION**

**CONSENT AGENDA ITEM C**  
Meeting Date: July 17, 2019

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TO: Board of Port Commissioners  
FROM: Robin Baer, Property Manager  
SUBJECT: Approval of Termination of Office Lease Agreement for Coastwide Corporation  
1583 Spinnaker Drive #212

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**RECOMMENDATION:**

That the Board of Port Commissioners approve a termination of Office Lease Agreement between the Ventura Port District dba Ventura Harbor Village and Coastwide Corporation for the premises located at 1583 Spinnaker Drive #212 consisting of a total of 374 square feet.

**SUMMARY:**

The tenants are retiring and relocating out of the area. Staff has negotiated with a new tenant who will be signing a two-year term lease, with one-year option for this space.

**BACKGROUND:**

Coastwide Corporation is a Real Estate Development company that has been a Village tenant since 2006. The current lease expires on November 30, 2019. With this termination agreement, the lease shall now terminate on August 14, 2019 and the tenant is responsible for July 1, 2019 monthly rent and pro-rated rent till August 14, 2019.

**FISCAL IMPACT:**

This shall not reflect loss of income, since a new tenant will be occupying the space.

**ATTACHMENTS:**

None.



BOARD OF PORT COMMISSIONERS

JULY 17, 2019

CONSENT AGENDA ITEM D

APPROVAL OF NEW OFFICE LEASE  
AGREEMENT FOR ANNETTE CORTEZ  
DBA IDOBOOKS4U

**VENTURA PORT DISTRICT  
BOARD COMMUNICATION**

**CONSENT AGENDA ITEM D**  
Meeting Date: July 17, 2019

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TO: Board of Port Commissioners  
FROM: Robin Baer, Property Manager  
SUBJECT: Approval of New Office Lease Agreement for Annette Cortez dba idobooks4u  
1583 Spinnaker Drive #212

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**RECOMMENDATION:**

That the Board of Port Commissioners approve a new Office Lease Agreement between the Ventura Port District dba Ventura Harbor Village and Annette Cortez dba idobooks4u for the premises located at 1583 Spinnaker Drive #212, consisting of a total of 374 square feet for a two-year term with a one year option.

**SUMMARY:**

Staff has negotiated with a new tenant who will be signing a two-year term lease, with one-year option for this space.

**BACKGROUND:**

Idobooks4u will be occupying the former space of Coastwide Corporation that has been a Village tenant since 2006. Coastwide is terminating their lease early, retiring and moving out of the area. Idobooks4u is an IRS registered tax preparer assisting taxpayers and small businesses with taxes in the surrounding communities.

**FISCAL IMPACT:**

This new lease reflects current market rental rates for office space in the complex. The annual occupancy cost for this tenant is \$8,400. Tenant improvements will be upgrades to electrical, flooring, paint and internet wiring not to exceed \$15,000.

**ATTACHMENTS:**

None.



# BOARD OF PORT COMMISSIONERS

JULY 17, 2019

## STANDARD AGENDA ITEM 1

APPROVAL OF PROFESSIONAL  
SERVICES AGREEMENT WITH JIM  
MCKEOWN DESIGNS



**VENTURA PORT DISTRICT  
BOARD COMMUNICATION**

**STANDARD AGENDA ITEM 1**  
Meeting Date: July 17, 2019

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TO: Board of Port Commissioners  
FROM: Robin Baer, Property Manager and Brian D. Pendleton, General Manager  
SUBJECT: Approval of Professional Services Agreement with Jim McKeown Designs

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**RECOMMENDATION:**

That the Board of Port Commissioners approve a Professional Services Agreement with Jim McKeown Designs, not to exceed \$75,000, to prepare architectural drawings and process City of Ventura entitlements of a new floorplan design at 1567 Spinnaker Drive #100 for visitor serving uses.

**SUMMARY:**

The first-floor suite currently consists of approximately 5,798 square feet as one unit, this new square footage has been updated by Jim McKeown Designs (previous was 4,942 square feet). The leasing team is recommending splitting the unit up into 3 or 4 smaller leasable spaces, which would be marketed in the future via a LoopNet Marketing Campaign, and other outreach that were utilized for the RFP proposal for the Lighthouse building. The current tenant, Triston and Sharon Thames ("Thames Family") are welcome to submit a proposal at the appropriate time.

**BACKGROUND:**

The Port District conducted an RFP for the Lighthouse building that was released on May 8, 2018 and proposals were due by August 31, 2018. The suite(s) are located within the Ventura Harbor Village located at 1567 Spinnaker Drive, Suite 100 and 200. As a result of the RFP process, suite 200 was leased to Margarita Villa.

The District received one proposal for the first-floor, Suite 100 from the Thames Family. District staff met with the Thames Family on October 4, 2018 to review the proposal. The board provided direction to staff on October 24, 2018 and on October 31, 2018 a letter was sent to the Thames Family stating the district's decision to reject their proposal, continue to keep them on month-to-month lease and that the Port District will pursue alternative concepts for the space.

The leasing team met and discussed with Jim McKeown Designs ("McKeown") alternative concepts for the space. After research, examination of the space and discussions with the leasing team, McKeown believes that the space could be split into 3 - 4 smaller leasable spaces, which would accommodate entertainment and/or retail concepts. McKeown has prepared a preliminary presentation of the concept drawings showing the multiple spaces consisting of a range of square footage from 800-2,400. The vision of various sizes allows for alternative uses, such as arcade games, virtual reality, retail, entertainment, etc. All drawings and design concepts will be brought back to the Board in October for review and final approvals to move forward with submission to the City.

**FISCAL IMPACT:**

The Board approved the budget amounts of \$75,000 architect fees and \$300,000 construction costs in FY2020-2021 with another \$300,000 for FY 2021-2022 to complete construction.

**ATTACHMENTS:**

None



BOARD OF PORT COMMISSIONERS

JULY 17, 2019

STANDARD AGENDA ITEM 2

VENTURA SHELLFISH ENTERPRISE  
STATUS REPORT

**VENTURA PORT DISTRICT**  
**BOARD COMMUNICATION**

**STANDARD AGENDA ITEM 2**

Meeting Date: July 17, 2019

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TO: Board of Port Commissioners  
FROM: Brian D. Pendleton, General Manager  
SUBJECT: Ventura Shellfish Enterprise Status Report

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**RECOMMENDATION:**

That the Board of Port Commissioners receive an informational report on the status of the Ventura Shellfish Enterprise (VSE) project.

**SUMMARY:**

On September 26, 2018 the Board of Port Commissioners (Board) authorized the General Manager of the Ventura Port District (VPD) to prepare and submit a permit application to the U.S. Army Corps of Engineers (USACE) for use of 2,000 acres of sea water bottom in federal waters near Ventura Harbor in Block 664 and 665, the area generally depicted and described as National Oceanic and Atmospheric Administration (NOAA) Coastal Aquaculture Siting and Sustainability (CASS) Report Alternative 1 for the Ventura Shellfish Enterprise (VSE) project (Attachment 1). The Board also authorized staff to prepare and submit all other applications to state and federal agencies as required for the VSE project including the California Coastal Commission (Coastal Commission) and prepare all necessary surveys, studies, reports and federal environmental review documents as directed by state and federal agencies as required for the VSE project.

The applications were submitted to the Coastal Commission on October 4, 2018 and USACE on October 5, 2018. VPD answered follow-up questions on March 1, 2019 from the USACE and is preparing a similar response to Coastal Commission follow-up questions which will be submitted later this month.

**BACKGROUND:**

**Project Purpose**

The VSE project is a multi-party initiative that seeks to permit twenty 100-acre plots for growing the naturalized Mediterranean mussel (*Mytilus galloprovincialis*), in California coastal waters via submerged long lines within the Santa Barbara Channel near Ventura Harbor. Increasing the supply of safe, sustainably produced domestic seafood is a priority of the State Legislature, NOAA and the U.S. Department of Commerce.

The VSE project objectives include:

- To increase the supply of safe, sustainably produced, and locally-grown shellfish while minimizing potential negative environmental impacts;
- To enhance and sustain Ventura Harbor as a major west coast fishing port and support the local economy;
- To provide economies of scale, pre-approved sub-permit area, and technical support to include small local producers who would not otherwise be able to participate in shellfish aquaculture;
- To provide an entitlement and permitting template for aquaculture projects state-wide;
- To enhance public knowledge and understanding of sustainable shellfish farming practices and promote community collaboration in achieving VSE objectives;
- To advance scientific knowledge and state of the art aquaculture practices through research and innovation.

The proposed project goals and objectives further several of the District's fundamental mission and objectives, as summarized below:

- Maintaining a safe and navigable harbor;
- Diversification of commercial fishing opportunities to benefit the fishing industry and local and regional economies;
- Continued priority (as a commercial fishing harbor) for federal funding appropriations for annual dredging of the federal harbor entrance.

It is noteworthy that in 2012 Congress provided insufficient federal appropriations to dredge Ventura Harbor. The Port District spent \$1.5M of its funds to augment the federal funding. On average Ventura Harbor dredging is a \$5-7M annual expenditure by the federal government. If the Port District had to fund all or part of this expense every year, it would represent a significant, unsustainable financial impact.

### **Project Background**

Coastal Marine Biolabs (CMB), a 501c3 non-profit and The Cultured Abalone (TCA) in 2014 began collaborating on research for new sustainable bivalve aquaculture opportunities in the Santa Barbara Channel. CMB is located at Ventura Harbor Village and TCA is located regionally in Goleta. The firms formulated the initial concept of the VSE project and reached out to the VPD to consider possible public-private partnerships given the importance of commercial fishing to the VPD's fundamental mission. On April 8, 2015 the Board authorized the VPD to seek federal grant funds through the 2015 CA Sea Grant. The VPD received a NOAA 2015 California Sea Grant (2015 CA Sea Grant) sub-award of \$264,470 and NOAA 2018 California Sea Grant (2018 CA Sea Grant) sub-award of \$266,660 in support of these goals.

The 2015 CA Sea Grant tasks included the following deliverables:

#### **2015 Sea Grant**

##### **Task 1 Strategic Permitting Plan**

(Lead: VPD, Aquaculture Volunteers, Project Consultants)

##### **Task 2 Permit Applications, Studies, Reports**

(Lead: Dudek, VPD)

##### **Task 3 Public Education, Outreach**

(Lead: CMB, VPD)

The 2018 CA Sea Grant tasks included the following deliverables:

##### **Task 4 Permit Assignment Strategy**

(Lead: Plauche & Carr LLP, VPD)

##### **Task 5 – Environmental Review**

(Lead: Dudek, VPD)

##### **Task 6 – Shellfish Sanitation**

(Lead: CMB)

##### **Task 7 – Grower/Producer Compliance Training Program and Information Dissemination**

(Lead: Scott Lindell, Blake Stok, CMB, VPD)

##### **Task 8 – Project Summary**

(Lead: VPD)

The Sea Grant program requires local matching requirements of cash or volunteer time. CMB, TCA and Ashworth-Leininger Group (ALG), of which Commissioner Everard Ashworth is a partner, agreed to volunteer their time to help meet the local matching requirements. For example, CMB is coordinating with state and federal health agencies to establish health

protocols for the safe harvesting and landing of shellfish grown on the project site. TCA has provided critical support concerning operational and logistical questions regarding how to design the proposed shellfish farm. The VPD has provided both cash and significant staff time and effort and volunteer hours in support of the VSE project.

The value of the volunteer hours is reported as a dollar amount in the VPD's quarterly financial reports. Also reported is CA Sea Grant and VPD expenditures to date through each quarter. For the 2015 CA Sea Grant, the volunteer effort by the parties is valued at \$404,229. For the 2018 CA Sea Grant the volunteer effort by the parties committed is valued at \$272,210.

The "VSE" is the name of the project and has been used as the name associated with the collective effort of VPD and the volunteers to obtain Sea Grant funding. The VPD is the only permit applicant for the VSE project and is the only entity that will obtain permit authorization. Other than an expectation that CMB, TCA, and ALG complete their local matching volunteer commitments described within the CA Sea Grant grants, there is no formal partnership or agreement between these entities and the VPD. There has been some confusion associated with the VSE project and the "VSE" group that is providing services in connection with the CA Sea Grant.

To clarify, the "VSE" or "Ventura Shellfish Enterprise" does not exist as a corporation or other legal entity and it is not the "VSE" that is seeking a permit for the project, but rather VPD that is the applicant. However, CMB and TCA did form a non-profit California corporation initially named "Ventura Shellfish Enterprise, Inc.", but, to avoid potential confusion over who or what "VSE" is, the name of that corporation is being changed to "California Shellfish Enterprise" or "CSE" as discussed by CMB at the March 20, 2019 meeting of the VPD Board. While CMB and TCA are contributing in ways that may be mutually beneficial if the VSE project is approved (i.e. by establishing a health lab that can test shellfish landed at Ventura Harbor), these efforts are independent of the VSE project and VPD has made no guarantee or commitment that it, or its sub-permittees (described below) will utilize CMB or TCA services upon project approval.

### **Public Outreach**

The VPD and CMB hosted a series of public educational workshops in 2017 regarding the proposed project. In total, there were 10 educational and site selection workshops. Of these, three workshops were held to engage with stakeholders to identify the location of twenty 100 acre parcels within a broader area of interest that was identified through use of a spatial planning tool developed by the Bren School of Environmental Science and Management at UC Santa Barbara (UCSB Bren School). The focused site selection workshops were held at the Four Points Sheraton Hotel in our Harbor on July 11<sup>th</sup> and 13<sup>th</sup> and the final workshop was held on August 9<sup>th</sup> of 2017. While in-person participation was strongly encouraged, individuals who were not able to attend the meetings were provided the opportunity to comment on site selection through SeaSketch linked to *venturashellfishenterprise.com*. Notice of the site selection workshops was mailed out to over 500 commercial fishing vessel owners between Goleta and Port Hueneme; additionally, the VPD coordinated with NOAA representatives and commercial fishermen to encourage their attendance. All of the individuals that have registered through the VSE project website were contacted and urged to attend and provide comments at the public workshops. This marine spatial planning opportunity was available through Wednesday, August 9<sup>th</sup> 2017, the date of the final site selection meeting. The *venturashellfishenterprise.com* website continues to be used to communicate with interested parties registered on the website.

During and after the site selection workshops, the Board received written and oral reports on the site selection process at four additional public meetings held in 2017 on July 26<sup>th</sup>, September 13<sup>th</sup> and 27<sup>th</sup>, and October 11<sup>th</sup>. At a fifth public meeting on November 15, the Board authorized

the General Manager to proceed with the preparation of all necessary permit applications, surveys, studies, reports for a site in federal waters known as SeaSketch Alternative 8.

## **PROJECT AREA/SITE SELECTION:**

### **Initial Candidate Area Considerations**

The initial candidate area in state waters was selected by VPD in collaboration with its Sea Grant volunteers and with the assistance of an analysis prepared by the UCSB Bren School. The selection of the initial candidate area was detailed in the Strategic Permitting Plan; however, some key considerations are summarized here. They included suitability of the candidate growing area for mussels such as water depth and ocean bottom; location in State waters near Ventura Harbor for product landing; avoidance of potential pollution sources; and avoidance of conflicts with existing subsurface leases for oil and gas pipelines, etc. Stakeholder considerations are discussed below.

Subsequent to identification of the initial candidate area, VPD staff received information from local halibut trawlers that the proposed State waters candidate area was located in one of two areas statewide designated by CDFW as halibut trawl grounds. Further, additional information was provided by VSE project consultant and aquaculture specialist Scott Lindell, associated with Woods Hole Oceanographic Institution (WHOI), that the minimum depth to support the mussel growing activities should be adjusted from 60 feet to 80 feet. This minimum depth is consistent with the only permitted mussel farms that can sell Mediterranean Mussels in Southern California, Santa Barbara Mariculture (which is located in 80 feet of water off Hope Ranch), and Catalina Sea Ranch (which is located in depths between 138 and 150 feet, approximately 6.1 miles from the shore off the coast between Long Beach and Huntington Beach). The minimum of 80' reduces exposure to various predator species (i.e. ducks) and potential storm surge, while the upper-end range of approximately 115' provides opportunities to scale operations.

### **2017 Siting Considerations and Expanded Candidate Area**

With high levels of stakeholder engagement, ranging from existing users of the candidate area to prospective grower producers and aquaculture industry experts, VPD staff, in collaboration with its Sea Grant volunteers and with Board concurrence, expanded its site search to include areas in federal waters near Ventura Harbor. Specifically, the expanded candidate area comprised 200,000 acres in both state and federal waters in Blocks 651, 652, 664, 665, 666. To understand this scale, the proposed VSE project represents 2,000 acres or 1% of this 5 block area.

Additionally, VPD staff, in collaboration with its Sea Grant volunteers and project consultants, established criteria on which to evaluate and prioritize each siting alternative. As a result, the VPD staff constructed a siting decision matrix to quantify the benefits of each potential siting configuration and assist the Board in its decision-making process last November. The stakeholder engagement process supported the identification of key factors upon which to assist siting configuration decision making. Each of the criteria was assigned a weight based on perceived relative importance to achieving optimal operational capacity and minimizing potential user conflicts and environmental impacts. Siting alternatives were then scored using a rating system that corresponds to identified preferences. These criteria include:

- Approximate water depth
- Potential adverse water pollution sources
- Potential visual effects from shore
- Potential interaction with commercial and recreational fishing interests



- Subleasing or sub-permitting complexities
- Potential overlap with subsurface leases
- Environmental review complexity
- Contiguous siting
- Distance from Harbor

Quantification of the eight siting configuration alternatives revealed significant advantages for locating the VSE project in federal waters, and specifically for siting as was depicted and described as SeaSketch Alternative 8 in Block 665. Additionally, fish catch data for the 5 block area was evaluated over a 5-year period. In this 200,000 acre area the data showed that the average annual wholesale value of fish catch from 2012-2016 was approximately \$2.96M.

A siting configuration in federal waters was similar to alternatives in the original identified candidate area in terms of water column depth and bottom substrate. However, SeaSketch Alternative 8 maintained additional advantages over any alternative in CA state waters because of a reduced level of interference with commercial fishermen; potential improved water and product quality; relative proximity to Ventura Harbor; resulting minimal visual impacts to the near shore environment; and potential to realize economies of scale. These factors led to the Board's decision on November 15, 2017 to approve that site location.

The location in federal waters also further minimized interaction with existing commercial fisheries. Based upon the workshops and public outreach conducted in 2017, the commercial halibut trawl fishery was identified as the primary commercial fishery potentially affected by the project. Since that time, to determine the potential impact, the actual CDFW trawl data from 2010 through 2016 was evaluated, which provided the location (i.e. latitude and longitude) where each trawl started and stopped.

- The total trawl length within the Santa Barbara Channel during that time period was 40,480 nautical miles.
- The total trawl length within the CASS Report Area of Interest was 1,508 nautical miles.
- The total trawl length within CASS Report Alternative 1 was 145 nautical miles.

Therefore, based upon CDFW trawl data, the project will require the existing commercial trawling fishery to relocate approximately 0.4% of their total trawls within the Santa Barbara Channel. It is speculative as to whether this relocation will have a negative or positive impact on the overall catch for the halibut fishery but, given the small amount of existing usage, the impact is considered to be likely negligible.

### **2018 NOAA CASS Technical Report**

As a result of the Board's actions regarding VSE project siting on November 15, 2017, NOAA's National Ocean Service (NOS) prepared a Coastal Aquaculture Siting and Sustainability (CASS) Technical Report - Ventura Shellfish Enterprise: Aquaculture Siting Analysis Results.

NOS obtained quantitative requirements for the project from VPD staff in collaboration with its Sea Grant volunteers and project consultants. These requirements included information regarding preferred project parameters: spatial boundaries of region of interest, preference for state or federal waters, preferred project location coordinates, approximate proposed project size, preferred port, the maximum distance from preferred port, species to be cultivated, acceptable depth range, acceptable seawater temperature range, acceptable current velocity range, maximum allowable wave energy, and additional comments or specifications. These quantitative requirements were contained in the CASS Technical Report and the basis from which a new 20,000 acre Area of Interest (AOI) in federal waters in Blocks 664-665 was developed.

As stated in the CASS Report, spatial planning for aquaculture operations, wherein spatial data representing key environmental and use conflicts are synthesized to identify areas with the highest likelihood for compatibility with aquaculture operations, is a critical first step to ensure environmentally and economically sustainable aquaculture development.

All potential environmental and use factors that could constrain the siting of the VSE project were first plotted and mapped to compare against the identified AOI for the VSE project. These interactions included military, industry, commercial fishing, navigation, and natural resources. NOS determined that oil and gas, commercial fisheries, navigation, submarine cables, and wrecks and obstructions were all uses that intersected with the AOI. This led to a final suitability assessment, where the northern portion of the AOI was determined to have the highest likelihood of compatibility with the proposed project and avoid/minimize interactions with the other user groups. Based on the results of the suitability analysis, NOS identified two alternative site configurations based on VSE parameters that maximize likelihood of compatibility with existing uses in the region. The primary difference between the two CASS Report Alternative sites was the configuration of the individual 100-acre cultivation areas.

Importantly, the two sites overlap with the federal waters alternative site (SeaSketch Alternative 8) identified in the UCSB Bren School spatial planning analysis and previously approved by the Board, indicating the area has been shown by two independent studies to have the fewest conflicts with other uses and sensitive environmental resources.

On June 28, 2018, NOAA and the VPD co-hosted an Inter-Agency Pre-Application Meeting in Long Beach with federal and state regulatory staff. NOAA presented the preliminary draft CASS Report and VPD staff, in collaboration with its Sea Grant volunteers and project consultants, provided information concerning the status of the project and related studies. On July 9, 2018, VPD staff and TCA met with the Commercial Fishermen of Santa Barbara (CFSB) to discuss the project and status of permit applications. On September 10, 2018, VPD staff had a follow up meeting with CFSB representatives. The CFSB submitted a letter to the VPD at the Board meeting of September 12, 2018 expressing concerns about project siting and opportunities for small business participation to which VPD staff provided a formal response.

The CASS Report was updated prior to the Board's siting decision on September 26, 2018 to provide additional mapping and information regarding collection methodology of commercial fishing data. The report was helpful to VPD staff in making final recommendations to the Board about project siting but will also be helpful to inform federal and state regulatory agencies in conducting appropriate environmental review under the National Environmental Policy Act (NEPA) and evaluating permit applications, and other stakeholders and interested parties. The subsequent permit application to USACE and related application to Coastal Commission identified CASS Report Alternative 1 as the preferred project site, given that it had greater operational flexibility, and Alternative 2 as a project alternative.

### **Project Site & Operations**

The project's twenty 100-acre plots are approximately 3.53 miles from the shore. The closest distance from the plots to the 3-mile nautical line is a minimum of 2,900 feet, with an average closest distance of over 3,000 feet. The closest distance from the growing area to the City of Ventura city limit is 4.5 miles. Ventura Harbor is 4.1 miles from the closest plot (8 miles from the most distant plot).

The species proposed for production is the Mediterranean mussel (*Mytilus galloprovincialis*). The mussels will be grown and harvested by grower/producers under individual sub-permits (or other form of agreement as required by USACE) with VPD that incorporate all project permit

conditions and Best Management Practices (BMPs). All grower/producers will be required to land their mussels at Ventura Harbor.

Spat will be purchased from onshore hatcheries certified by CDFW. At the hatcheries spat are settled on the fuzzy rope(s), which is rope woven with additional loops of fiber to create additional settlement substrate and is standard industry practice. When the spat are firmly settled to the ropes, the ropes are covered with cotton socking material to protect them from shaking off the ropes during transport to the offshore growing site and deployment. The socks hold the spat next to the rope while the mussels naturally attach with their byssal threads, by which time the cotton material naturally degrades. These ropes are then attached to the longlines and buoys, either as single sections of line or as a continuous looping strand attached in intervals.

Cultivated mussels grow by filtering naturally occurring phytoplankton from the ocean. Juvenile mussels will grow on lines until an intermediate size where the density of mussels on the fuzzy rope becomes limiting to further growth. At this point, a servicing vessel will lift the backbone line in order to access the fuzzy rope stocked with juvenile mussels and pull the fuzzy rope through vessel-based equipment designed to strip the mussels from the fuzzy rope, and then clean, separate, and grade the juvenile mussels by size. Juvenile mussels then will be restocked to clean fuzzy rope and covered with naturally-dissolving cotton socking at a reduced density for their second stage of grow out to market size.

Installation of anchors, longlines, and buoys will be performed by grower/producers in compliance with all permit requirements and VPD sub-permit conditions which will incorporate approved BMPs. Submerged longlines consist of a horizontal structural header line, or “backbone,” that is attached to the seafloor by helical screw anchors drilled into the sandy bottom at each end and is marked and supported by a series of buoys along the central horizontal section. Helical screw anchors for mussel farms in open ocean habitats have been installed all over the world, including offshore of Catalina Island, California. Helical screw anchors will be installed by a hydraulic drill with a drill head that operates from a rig lowered to the ocean floor (Attachment 2).

Buoys marking the corners of each parcel will identify the cultivation area for navigational safety. Buoys attached to the central horizontal portion of the backbone line support the line, provide a means of lifting the backbone line to access the cultivation ropes, and determine the depth of the submerged backbone, which will vary seasonally from 15 to 45 feet below the surface. Additionally, a combination of surface and submerged buoys attached to the backbone line will be used during the mussel production cycle to maintain tension on the structural backbone line as the weight of the mussel crop increases. The combination of surface and submerged buoyancy is designed to create a tensioned but flexible structure that is capable of responding dynamically to surface waves and storms.

The longlines that will be utilized are thick (1-inch diameter), tensioned to (approximately 800 pounds) rope that is not conducive to wrapping around or entangling protected species. The longline configuration produces a fairly rigid tensioned structure from which the cultivation ropes, or fuzzy ropes are attached.

Construction in each individual growing plot will take place only after VPD approval of a sub-permit (or other form of agreement) with the individual grower/producer as may also be required by USACE (see additional detail below). While project development is dependent on market demand, VPD estimates that full build out would occur within three to five years after project approval.

## **Preliminary Financial Analysis**

VPD, in consultation with VSE project consultant Scott Lindell, has projected that use of 2,000 acres for the proposed project at full build out and operation could generate \$45M-\$55M in annual wholesale value as reported in the September 26, 2018 Board communication regarding VSE project site selection. Many factors will ultimately determine actual revenue including project size, growing conditions, operational interruptions, time period to full build out, market conditions, project and operational costs, etc. In applying a factor of 50% to these preliminary estimates, the project could still potentially generate \$22.5M-\$27.5M in annual wholesale value. Mr. Lindell is preparing an update to an analysis of typical costs and revenues associated with a 100-acre mussel farm as presented in a 2017 VSE workshop. This update will include the latest engineering design assumptions by VSE project consultant Maine Marine Composites in collaboration with TCA and will be made publicly available. The analysis will be subject to further refinement as more project details become known during permitting and operational stages of the proposed project.

### **Shellfish Infrastructure Requirements**

VPD consultants Richard Parsons and Noble Consultants have evaluated VSE project infrastructure requirements and determined very little of the existing harbor infrastructure would require modifications in order to accommodate approximately 20 million pounds of annual mussel harvest. On an annual basis the fish pier and the truck loading facilities are presently grossly underutilized. This is not to say, however, that there aren't brief periods of congestion (principally the predawn hours extending to late morning) during the squid season when the queue of purse seiners needing to unload and trucks to receive the plastic bins filled with the squid catch can be backed up.

The mussel harvest, however, is expected to have a more regular pattern that would not have unpredictable peaks. This harvest pattern would readily facilitate adjusting the mussel unloading at the fish pier to avoid the hours and/or days on which conflicts with other heavy utilization of the pier occur. It is anticipated that a third one ton derrick crane could be required to serve the unloading requirements of the mussel harvest. Should that prove to be necessary, the fish pier has the space for an additional crane.

The docking facilities at Harbor Village are designed to meet the requirements of commercial fishing vessels from both a structural perspective as well as electrical demand. The 81 slips in the 48 ft. to 100 ft. range at the Village are ideally sized for the 20 vessels that would be engaged in supporting the mussel farms once in full operation. It should be noted that both Channel Islands Harbor and Santa Barbara Harbor are within about 20 miles of the offshore farm location and thus could provide berthing for vessels involved in mussel operation.

The trucking requirements for hauling the mussel harvest from the fish pier area can be readily accommodated by 26 two-axle medium duty refrigerated box trucks per week.

### **Steps to Implementation**

The project schedule is dependent on the timeline of environmental review by USACE. The project is currently under review by the USACE and Coastal Commission, and USACE has initiated consultation with the National Marine Fisheries Service (NMFS). There are ongoing discussions with the agencies to finalize agreed-upon construction and operations BMPs and compliance conditions, including a sub-permitting strategy. The timeline of approvals will be largely dependent upon the level of NEPA review conducted by USACE. For similar projects, an Environmental Assessment (EA) has been sufficient for USACE review, and we would anticipate Coastal Commission approval and the USACE permit could be issued in the third or fourth quarter of 2020. If the USACE requires an Environmental Impact Statement (EIS), the timing could be extended by at least 12 to 18 months at an additional expense of approximately \$300,000.

At the inception of the VSE project, there was no clear pathway for compliance with the National Shellfish Sanitation Program (NSSP) guidelines for shellfish grown in federal waters. However, a pathway for NSSP compliance in federal waters has been adopted through an interim program adopted by the Interstate Shellfish Sanitation Conference and the NSSP to enable harvest and sale of safe and healthy shellfish products in federal waters intended for interstate commerce. Through a collaborative and coordinated effort with the Food and Drug Administration (FDA) and NOAA's Seafood Inspection Program (SIP) in January 2017, they developed a pathway to implement the interim program for NSSP compliance for molluscan shellfish in federal waters. This pathway for NSSP compliance in federal waters is now being implemented by another offshore mussel aquaculture project in southern California. The compliance pathway covers both pre- and post-harvest elements of the NSSP Model Ordinance and can serve as a template for further adaptation to the VSE project goals and needs. Such adaptations will take into consideration the public-private nature of the VSE enterprise, the participation of multiple grower-producers, its scale and ultimate location, and other factors. As noted above, CMB is committed to establishing a centralized, federally approved, Ventura Harbor-based testing facility to meet the testing requirements articulated in the NSSP. This process can be initiated independently of implementing the NSSP compliant interim program for federal waters and concurrently with the VPD permit application process.

There currently is not an approved leasing structure to lease federal waters for aquaculture on the West Coast. Generally, federal agencies have required a permit from USACE in lieu of a lease to establish the right to conduct aquaculture in federal waters. Because there is not a traditional lease structure, it is not possible at this time for VPD to sublease areas to interested shellfish grower/producers. To address this issue, VPD has proposed a sub-permitting process whereby it would be able to sub-permit areas within the project site to individual grower/producers. VPD staff and consultants met with USACE on January 31, 2019 to discuss this concept. Based upon that discussion, VPD submitted a sub-permitting proposal for USACE review in April 2019. We plan to discuss the proposal further with USACE staff on July 16. The goal of the proposal is for VPD to retain partial oversight and control over the VSE project, while delegating responsibility for compliance with the operational conditions associated with the project to individual grower/producers. The proposed framework would still provide for USACE to approve the individual grower/producers; such approval would be provided if the grower/producer's proposed operation complies with all terms and conditions of the VSE project permits (which would still be held by VPD) and the proposed farm is substantially similar to the overall VSE project approved by USACE and the Coastal Commission. Upon receiving approval from all required regulatory agencies for the overall VSE project, VPD will solicit applications for grower/producers to obtain sub-permits and develop qualitative and quantitative criteria to evaluate the applications. The criteria will be focused on ensuring that sub-permittees will be responsible and successful operators of aquaculture farms within the permitted area.

### **Board Protocols and Policies**

VPD acknowledges that concerns have been raised regarding Board involvement with this project. It is important to note that general legal counsel has reviewed state law and Board protocols and policies and has determined that actions taken to date are consistent with state law and Board protocols and policies. That said, in an effort to continuously achieve the highest levels of transparency, VPD is reviewing the Board Protocols and Policies, as it does from time to time. VPD staff, in coordination with general legal counsel, intends to return to the Board in September with any recommended updates for Board consideration.

### **Ventura County Local Agency Formation Commission (LAFCO)**

In the fall of 2018, LAFCO contacted VPD to obtain information on the VSE project. LAFCO's concerns related to the fact that the project was to be located outside the territorial boundaries of VPD. In such instances LAFCO asserted that special districts like VPD must first request and

obtain LAFCO's approval to provide services outside their "jurisdictional boundaries" before proceeding with any such activity.

VPD staff responded that, among other things, the Harbors and Navigation Code specifically empowers port districts like VPD: i.) to own, lease or dispose of property of every kind "...within or without the district" [Section 6294]; ii.) to "...do any work or make any improvement within or without the territorial limits of the district which will aid in the development or improvement of navigation or commerce to or within the district..." [Section 6301]; and (iii) that LAFCO has no jurisdiction over the VSE project since its jurisdiction over activities of special districts is co-extensive with the boundaries of Ventura County and the VSE project site is located in federal waters outside the county and outside state boundaries.

VPD staff and legal counsel have met and corresponded with LAFCO to explain the extent of federal regulation of such aquaculture projects and the various federal and other agencies with permitting or consulting authority over the VSE project. Those discussions are on-going.

**FISCAL IMPACT:**

VPD has been awarded the 2015 CA Sea Grant sub-award of \$264,470 and 2018 CA Sea Grant sub-award of \$266,660. For the 2015 CA Sea Grant, the volunteer effort by the parties is valued at \$404,229. For the 2018 CA Sea Grant the volunteer effort by the parties committed is valued at \$272,210. The 2015 CA Sea Grant has been completed and the final accounting is included in this report (Attachment 3). The 2018 CA Sea Grant is underway. Grant and VPD expenditures along with volunteer time will be reported quarterly.

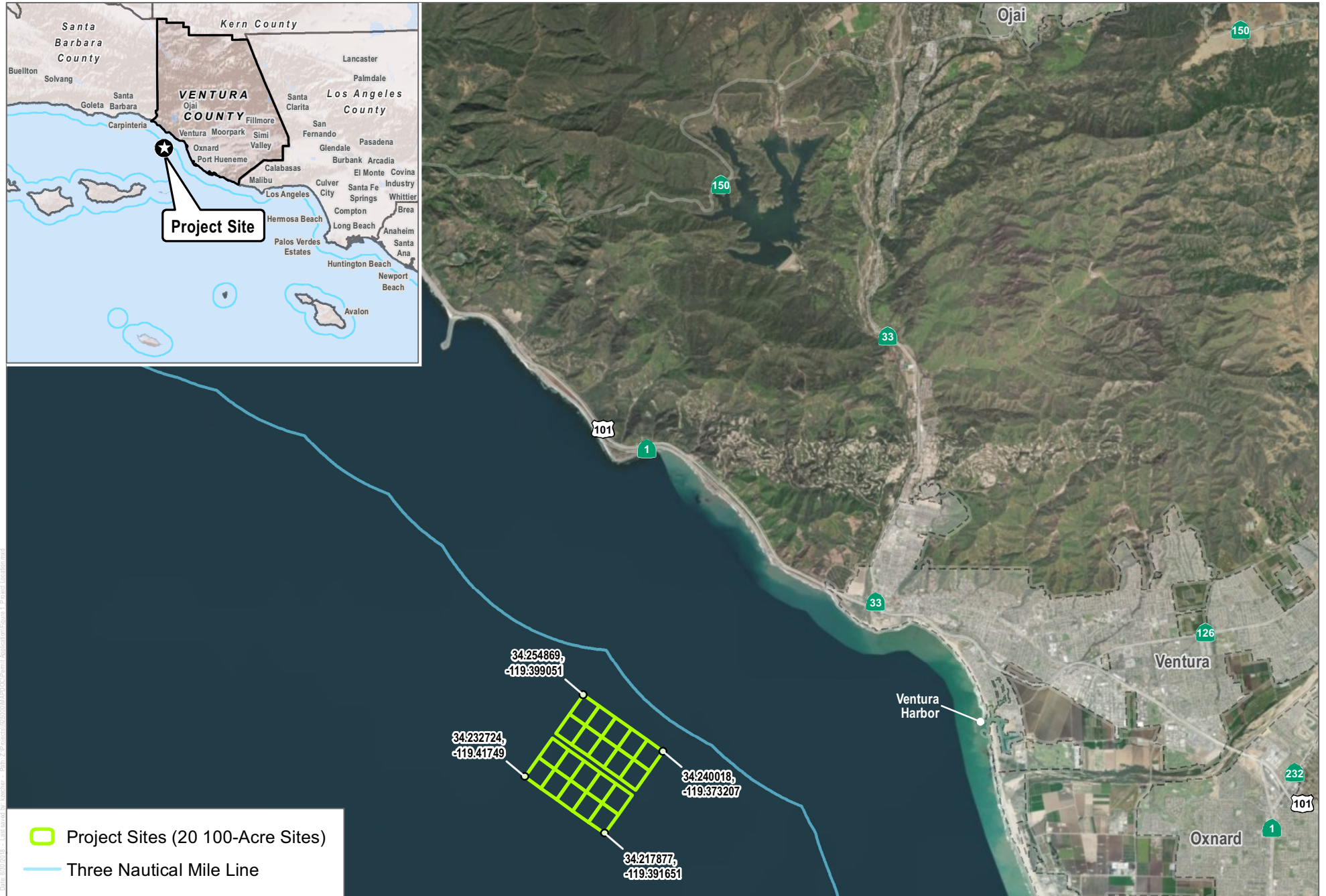
For the fiscal year beginning July 1, 2019 the Board authorized \$161,000 in District funds to supplement the 2018 CA Sea Grant. VSE project consultant Dudek anticipates that Coastal Commission approval and USACE permit could be issued by the third or fourth quarter of 2020. For cost estimation purposes only, this timeline would include one additional fiscal year. Assuming the same level of annual VPD funding, an additional \$161,000 would be necessary to reach project approval. However, if the USACE requires an Environmental Impact Statement (EIS), the timing could be extended by at least 12 to 18 months at an additional expense of approximately \$300,000.

**ATTACHMENTS:**

Attachment 1 – NOAA Coastal Aquaculture Siting and Sustainability (CASS) Report Alternative1  
Attachment 2 – VSE Mussel Long-Line Design  
Attachment 3 – 2015 CA Sea Grant Expenditures



# ATTACHMENT 1



SOURCE: NAIP 2016  
DATE OF PREPARATION: 8/30/2018

**DUDEK** 0 6,250 12,500 Feet



- Anchor lines should have 2.5:1 slope from anchor to submerged corner bouy
- Submerged buoyancy keeps lines tight despite surface waves and storms



# ATTACHMENT 3

## Ventura Port District Ventura Shellfish Enterprise 2015 Sea Grant

### Ventura Shellfish - Recap

#### Grant Funding

	<u>Grant</u>	<u>Billed</u>	<u>Remaining</u>	<u>Comments</u>
Scott Lindell-Salary/Bene	19,920.00	19,920.00	-	
Scott Lindell-Travel	5,000.00	4,933.85	-	
Pendleton travel		66.15		
Plauche Carr-Legal	25,000.00	25,000.00	-	completed 11/17
Dudek	202,550.00	202,333.21	-	
Dudek-meeting expenses		216.79		put 216.79 back in Dudek
Expendables				
Dudek-meeting expenses		413.10		
		(216.79)		put 216.79 back in Dudek
Coastal Marine-Website		2,640.00		
Cyborg Copies		32.33		
Pendleton travel-VSE meeting		10.19		Split w/travel above
Pacific Coast Shellfish conf		1,365.22		BP & OP flight & conference fee
Plauche - Permitting Task 1		2,310.00		
Plauche - Shellfish Project Formation		4,207.50		
Four Points VSE meeting		1,238.45		
	12,000.00	12,000.00	-	
	<u>\$ 264,470.00</u>	<u>\$ 264,470.00</u>	<u>\$ -</u>	

Reimbursement requested	\$ 264,470.00
Amount reimbursed to date	<u>\$ 264,470.00</u>
	\$ -

#### Direct costs to District

	<u>Contract</u>	<u>Billed</u>	<u>Remaining</u>	
Plauche-special	23,500.00	29,388.67	(5,888.67)	Contract \$23,500 (\$8.5k + \$15k)
Plauche-special	28,000.00	16,417.50	<u>11,582.50</u>	Contract \$28,000
			5,693.83	
Dudek 9% of grant	18,229.50	18,208.75	20.75	
Dudek - Amend 2&3	15,065.00	15,053.75	11.25	
Blake Stok	20,880.00	20,879.50	0.50	Contract \$20,880
				(\$7.5k+\$3.28k+\$2.4k+\$7.7k)
Seasketch-UCSB	1,000.00	1,000.00	-	
Seasketch-UCSB	10,966.20	10,966.20	-	
Seasketch-UCSB	4,974.00	4,974.00	-	
Four Points - Meetings	na	1,760.10		
Cyborg Copies	na	310.86		
	<u>\$ 122,614.70</u>	<u>\$ 118,959.33</u>	<u>\$ 5,726.33</u>	

Revised 9/14/2018

	<u>Grant</u>	<u>Submitted</u>	
<u>In-Kind Contributions</u>			
Ashworth, Ev & Brooke	118,500.00	169,221.00	(50,721.00)
Bush, Doug	86,400.00	73,150.00	13,250.00
Parsons, Richard	69,120.00	26,000.00	43,120.00
Santschi, Linda	25,600.00	38,775.00	(13,175.00)
Imondi, Ralph	25,600.00	38,775.00	(13,175.00)
Mackay, Jonathan	-	5,705.00	(5,705.00)
Pendleton, Brian	-	52,603.00	(52,603.00)
Open Water Sampling	30,000.00	-	-
	<u>\$ 355,220.00</u>	<u>\$ 404,229.00</u>	<u>\$ (79,009.00)</u>



BOARD OF PORT COMMISSIONERS

JULY 17, 2019

STANDARD AGENDA ITEM 3

PORTSIDE VENTURA HARBOR

PROJECT UPDATE

**VENTURA PORT DISTRICT  
BOARD COMMUNICATION**

**STANDARD AGENDA ITEM 3**  
Meeting Date: July 17, 2019

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TO: Board of Port Commissioners  
FROM: Brian D. Pendleton, General Manager  
SUBJECT: Portside Ventura Harbor Project Update

---

**RECOMMENDATION:**

That the Board of Port Commissioners receive a report on the status of the Portside Ventura Harbor project.

**SUMMARY:**

Michael Sondermann will give a status update on the Portside Ventura Harbor Project.

**BACKGROUND:**

Portside Partners Ventura Harbor, LLC began construction in December 2017 on a 27-acre site at Ventura Harbor. There will be 270 units available for rent:

- 38 - studios
- 104 - 1 bedroom with 1 – 1 ½ bath
- 98 - 2 bedroom with 2 ½ bath
- 30 - 3 bedroom with 3 bath

Additionally, 30 unique live/work spaces will be available in 1 or 2 bedroom floor plans that range from 1,600 – 2,700 square feet. 17 spaces with work spaces and store fronts will be located in the Portside Plaza for home based businesses. The Portside Plaza will also offer 20,000 square feet of retail/restaurant opportunities.

As part of the project on Parcels 15, 16, and 18, the developer was required to make modifications/improvements to Anchors Way Drive and some streets in the Ventura Keys to reduce overall traffic. All the street modifications required will be paid by Portside Partners Ventura Harbor, LLC. Additionally, the improvements must be completed prior to obtaining a certificate of occupancy for the development.

**FISCAL IMPACT:**

None.

**ATTACHMENTS:**

None.



BOARD OF PORT COMMISSIONERS

JULY 17, 2019

STANDARD AGENDA ITEM 4

APPROVAL OF NEW VENTURA PORT  
DISTRICT AUDITOR



**VENTURA PORT DISTRICT  
BOARD COMMUNICATION**

**STANDARD AGENDA ITEM 4**  
Meeting Date: July 17, 2019

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TO: Board of Port Commissioners  
FROM: Jessica Rauch, Clerk of the Board  
SUBJECT: Approval of New Ventura Port District Auditor

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**RECOMMENDATION:**

That the Board of Port Commissioners adopt Resolution No. 3376 to approve Brian Pendleton, General Manager as the new Auditor for the Ventura Port District pursuant to the California Harbors and Navigation Code Section 6241.1.

**SUMMARY:**

With Mr. Peña's retirement, a new Auditor of the Ventura Port District needs to be appointed.

**BACKGROUND:**

Pursuant to the California Harbors and Navigation Code Section 6241.1, ..."An auditor shall be appointed by the board with the approval of the City Council..." Historically, the Auditor is the General Manager.

The duties and functions of the Auditor are described in Section 6370 of the California Harbors and Navigation Code as follows:

"All claims for money or damages against the district are governed by Part 3 (commencing with Section 900) and Part 4 (commencing with Section 940) of Division 3.6 of Title 1 of the Government Code except as provided therein, or by other statutes or regulations expressly applicable thereto. All claims not governed thereby shall be filed with the auditor on forms and blanks prescribed by him. A claim shall not be paid without the endorsement of the auditor certifying to its correctness.

The auditor shall keep a record, which shall be a public record, of all claims against the district showing by whom made, for what purpose, the amount thereof and when paid."

**FISCAL IMPACT:**

None.

**ATTACHMENTS:**

Attachment 1 – Resolution No. 3376



**RESOLUTION NO. 3376**

**RESOLUTION OF THE BOARD OF PORT COMMISSIONERS OF  
THE VENTURA PORT DISTRICT APPOINTING BRIAN PENDLETON AUDITOR**

WHEREAS, Section 6241.1 of the California Harbors and Navigation Code requires the appointment of an Auditor to perform the duties and functions described in Section 6370 of said Code; and

WHEREAS, Oscar Peña was appointed "Auditor" by Resolution No. 2862 of the Board of Port Commissioners, passed and adopted on June 23, 1999; and

WHEREAS, effective August 1, 2019, Oscar Peña will retire as General Manager of Ventura Port District and terminate his employment relationship with said District; and

WHEREAS, it is in the best interest of the Ventura Port District and the public to appoint a new Auditor.

NOW, THEREFORE, BE IT RESOLVED that Brian Pendleton, General Manager of the Ventura Port District, is hereby appointed as the Auditor for the Ventura Port District under and pursuant to the terms and requirements of the California Harbors and Navigation Code; and

BE IT FURTHER RESOLVED that the aforesaid appointment of Brian Pendleton as Auditor shall be forthwith submitted to the San Buenaventura City Council for approval as required by Section 6241.1 of the California Harbors and Navigation Code and that the Chairman and Secretary of the Board of Port Commissioners are hereby authorized and directed to take such other action as may be necessary and appropriate to implement the purpose and intent of this Resolution.

PASSED and ADOPTED this 17th day of July, 2019.

\_\_\_\_\_  
Chris Stephens, Chairman

ATTEST:

\_\_\_\_\_  
Jackie Gardina, Secretary

ATTACHMENT 1

STATE OF CALIFORNIA                    )  
COUNTY OF VENTURA                 ) ss.  
CITY OF SAN BUENAVENTURA         )

I, Jackie Gardina, Secretary of the Ventura Port District, a public corporation, do hereby certify that the above and foregoing Resolution No. 3376 was duly passed and adopted by the Board of Port Commissioners of said District at a regular meeting thereof held on the 17th day of July 2019, by the following vote:

AYES:

NOES:

ABSTAIN:

ABSENT:

IN WITNESS WHEREOF, I have hereunto set my hand and affixed the official seal of said District this 17th day of July 2019.

(Seal)

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Jackie Gardina, Secretary



BOARD OF PORT COMMISSIONERS  
JULY 17, 2019

STANDARD AGENDA ITEM 5  
APPROVAL OF NEW SUBLEASE FOR  
DIANA DUPUY DBA VENTURA  
HARBOR FISHERMAN'S STORAGE

**VENTURA PORT DISTRICT**  
**BOARD COMMUNICATION**

**STANDARD AGENDA ITEM 5**

Meeting Date: July 17, 2019

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TO: Board of Port Commissioners  
FROM: Oscar Peña, Business Operations Manager  
SUBJECT: Approval of Diana Dupuy dba Ventura Harbor Fisherman's Storage New Sublease

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**RECOMMENDATION:**

That the Board of Port Commissioners approve the new Sublease between Diana Dupuy dba Ventura Harbor Fisherman's Storage, as Sublessee of that certain property located at 1410 Angler Ct. and the Ventura Port District, as Sublessor.

**SUMMARY:**

For the last 26 years, the Dupuy family has operated the Ventura Harbor Fisherman's Storage, as the District's Sublessee, for the benefit of the local commercial fishermen. Over this same period, Ventura Harbor Storage, LLC, the Master Lessor of the property, has provided lease extensions in three year intervals in the form of amendments to the District as Sublessor. The term of this sublease is for two years effective July 1, 2019 and expiring June 30, 2021.

**BACKGROUND:**

In the early 1990's, the Ventura Port District entered into a Sublease with the Dupuy family for a 1.22 acre commercial fisherman's gear storage and repair yard within the Ventura Harbor Area, 1410 Angler Ct. Items typically stored in this type of facility includes nets, traps, line, winches, buoys, booms and other assorted fishing gear, as well as, small trailerable boats (17' – 32').

This property is not owned by the Port District; this land is owned by Ventura Harbor Storage, LLC, which was assigned to them by Hobson Brothers, LTD in 1997. Ventura Harbor Storage, LLC, holds the Master Lease and the Port District is the Sublessee in the Ground Lease. The original Sublessee of the Ventura Harbor Fisherman's Storage was Pete Dupuy, who passed away in April 2015. Pete's daughter, Diana Dupuy, will continue the business of managing the facility and enter into the proposed Sublease with the District.

The District will have to find another sublessee upon the expiration of this sublease. Ms. Dupuy is not interested beyond the two year lease term. The Ground Lease with Ventura Harbor Storage, LLC is for a period of five (5) years, commencing July 1, 2019, with an additional five (5) year option.

**FISCAL IMPACT:**

The term of the Sublease is two (2) years commencing July 1, 2019 and expiring June 30, 2021. The rental is \$81,300 per year for years 1 and 2. For the last 26 years, the District has paid Ventura Harbor Storage, LLC the monthly rental and the District's sublessee has reimbursed the District on a monthly basis. The monthly rental shall be \$6,775 per month for the 24 month period. The Sublessee is responsible for all operating costs and possessory interest taxes. The District has allocated \$200,000 in the Capital Improvement Plan for the FY2020-21. Concurrently, the District has applied for a grant with the California State Coastal Conservancy for \$354,600 to make improvements to the fisherman's storage as follows:

- Replace up to 26 cargo storage containers
- Remove the existing planters on the south side of the Premises and fill with asphalt material

- Repair the curb and gutter areas on the southwest side of the Premises
- Fill existing planters on the north side of the premises with concrete or asphalt
- Reseal the drivable area of the Premises

If the District does not receive a grant from the Coastal Conservancy as mentioned above, the District shall use its own resources to implement the improvements described above.

The District and Ventura Harbor Storage, LLC are both listed as additional insured under a broad form comprehensive policy of public liability insurance in an amount not less than \$1M for a combined single limit bodily injury and property damage policy.

Staff recommends the approval of this Sublease with Diana Dupuy. She and her family have been very involved with commercial fishing for many years and have successfully managed the commercial fisherman's gear storage and repair yard.

The annual rental paid by Ventura Harbor Fisherman's Storage is the same amount required by Ventura Harbor Storage, LLC. This type of facility is essential to commercial fisherman in the Ventura Harbor. Consequently, there is no additional rental income to the District and there are no expenses.

**ATTACHMENTS:**

None.