



VENTURA PORT DISTRICT BOARD OF PORT COMMISSIONERS

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

Oscar Peña, General Manager
Timothy Gosney, Legal Counsel
Jessica Rauch, Clerk of the Board

PORT COMMISSION AGENDA REGULAR MEETING MARCH 28, 2018 AT 7:00PM VENTURA PORT DISTRICT OFFICE 1603 ANCHORS WAY DRIVE VENTURA, CA 93001

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

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

ADMINISTRATIVE AGENDA:

CALL TO ORDER: By Chair Everard Ashworth.

PLEDGE OF ALLEGIANCE: By Chair Everard Ashworth.

ROLL CALL: By the Clerk of the Board.

ADOPTION OF AGENDA (3 minutes)

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

APPROVAL OF MINUTES (3 minutes)

The Minutes of the March 14, 2018 Regular Meeting will be considered for approval.

PUBLIC COMMUNICATIONS (3 minutes)

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

CLOSED SESSION REPORT (3 minutes)

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

BOARD COMMUNICATIONS (5 minutes)

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

DEPARTMENTAL AND GENERAL MANAGERS REPORTS (5 minutes)

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

LEGAL COUNSEL REPORT (5 minutes)

CONSENT AGENDA: (5 minutes)

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

A) Approval of New Retail Lease Agreement for Ventura Harbor Comedy Club

Recommended Action: Voice Vote.

That the Board of Port Commissioners approve a new Retail Lease Agreement between the Ventura Port District dba Ventura Harbor Village and Andy Randy, LLC dba Ventura Harbor Comedy Club for the premises located at 1559 Spinnaker Drive #205, 205A, B, C, D, E, 210 consisting of a total of 3,679 square feet and 200 square feet of patio for a two year term.

B) Termination of Wave Realty Office Lease and Approval of New Office Lease for Moorhouse Financial Services, Inc.

Recommended Action: Voice Vote.

That the Board of Port Commissioners:

- a) Approve by motion the termination of an office lease agreement for Wave Realty, dated October 1, 2016 for the premises located at 1575 Spinnaker Drive #201, consisting of 439 square feet; and
- b) Approve by motion a new office lease agreement for the premises located at 1575 Spinnaker Drive #201, consisting of 439 square feet between the Ventura Port District dba Ventura Harbor Village and Jeff M. Moorhouse dba Moorhouse Financial Services, Inc. for a three-year term.

STANDARD AGENDA:

1) Approval of Financial Statements and Checks

Recommended Action: Roll Call Vote.

That the Board of Port Commissioners adopts Resolution No. 3348 to:

- a) Accept the following financial statements for the Quarter ended December 31, 2017; and
- b) Review the payroll and regular checks for October through December 2017.

2) Changes to the 2018 Board Meeting Schedule

Recommended Action: Voice Vote.

That the Board of Port Commissioners discuss and approve any changes to the 2018 Board Meeting Schedule.

3) Ventura Shellfish Enterprise

Recommended Action: Informational.

That the Board of Port Commissioners receive an informational report regarding Ventura Port District participation at upcoming State meetings in support of the Ventura Shellfish Enterprise.

AGENDA PLANNING GUIDE AND REQUEST FOR FUTURE AGENDA ITEMS

ADJOURNMENT

*This agenda was posted on Friday, March 23, 2018 by 5:00 p.m.
at the Port District Office and on the Internet –
www.venturaharbor.com (Port District Business-Port Commission & Meeting Schedule).*

*♦
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, MARCH 28, 2018

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

- a) Property: **1559 Spinnaker Drive #205, 205A, B, C, D, E, 210**
Negotiating Parties: Oscar Peña, Brian Pendleton, Timothy Gosney
Under Negotiation: **New Retail Lease Agreement for Ventura Harbor Comedy Club**
- b) Property: **1575 Spinnaker Drive #201**
Negotiating Parties: Oscar Peña, Brian Pendleton, Timothy Gosney
Under Negotiation: **Termination of Wave Realty Office Lease and New Office Lease for Moorhouse Financial Services, Inc.**
- c) Property: **Parcel 20**
Negotiating Parties: Oscar Peña, Brian Pendleton, Timothy Gosney
Under Negotiation: **Potential Assignment of Lease**

2. Per Government Code Section 54957.6 - Conference with Labor Negotiators

- a) Employee Units: **Dockmaster/Security Officers**
Groups: International Brotherhood of Teamsters Union, Local 186
District Representatives: Oscar Peña, Brian Pendleton, Timothy Gosney
Under Negotiation: **Labor Negotiations**
- b) Employee Units: **Harbor Patrol Officers**
Groups: Service Employees International Union (SEIU), Local 721
Negotiating Parties: Oscar Peña, Brian Pendleton, Timothy Gosney
Under Negotiation: **Labor Negotiations**



BOARD OF PORT COMMISSIONERS

MARCH 28, 2018

APPROVAL OF MINUTES

MARCH 14, 2018 MEETING

VENTURA PORT DISTRICT

BOARD OF PORT COMMISSIONERS MINUTES OF MARCH 14, 2018



The Regular Meeting of the Ventura Board of Port Commissioners was called to order by Chairman Everard Ashworth at 7:06PM at the Ventura Port District Administration Office, 1603 Anchors Way Drive, Ventura, CA 93001.

Commissioners Present:

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

Commissioners Absent:

None

Port District Staff:

Oscar Peña, General Manager
Brian Pendleton, Deputy General Manager
John Higgins, Harbormaster
Joe Gonzalez, Facilities Manager
Robin Baer, Property Manager
Frank Locklear, Marina Manager
Richard Parsons, Consultant
Jessica Rauch, Clerk of the Board

Legal Counsel:

Timothy Gosney

AGENDA

CALL TO ORDER: By Chairman Everard Ashworth at 7:06PM.

IN MEMORIAM: Harbormaster John Higgins reported that tomorrow marks the 20th anniversary of Harbor Patrol Officer Paul Korber's death in the line of duty while trying to rescue a mother and two children from a rip current on the South Beach.

PLEDGE OF ALLEGIANCE: By Harbor Patrol Officer Ryan Sutherland.

ROLL CALL: All Commissioners were present.

ADOPTION OF AGENDA

ACTON: Commissioner Friedman moved, seconded by Commissioner Brennan and carried by a vote of 4-0 to adopt the March 14, 2018 agenda.

APPROVAL OF MINUTES

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

ACTION: Commissioner Brennan moved, seconded by Commissioner Stephens and carried by a vote of 4-0 to approve the minutes of the February 14, 2018 regular meeting, with the following revisions to Standard Agenda Item 3) Ventura Harbor Village Painting Project:

ACTION: The Commission provided the following direction comments to staff on the Ventura Harbor Village Painting Project for the selected architect to consider as they develop design criteria for the scope of work as described in the report. The comments were as follows:

- Like the Scope of Work presented
- More uniformity with the Portside Partners Project
 - Like the clean look of Portside Partners Project
 - Like the color pallet
- Fiber glass windows instead of wood
- Accent colors change by building with signage color being same as accent color for that building
- Standardize signage with time
- Pick Professional that has worked with a Design Review Board
- Unity with Portside Partners and BS Taproom
- Standardize basic shape of awnings
- Don't dictate personal business signage (logos)
- Would like to see renderings of village with new colors
- Consider Rreplacement program for awnings with corrugated metal

The Commission concurred with the step of staff seeking proposals from design professionals with recommendations to come back to the Board for approval.

PUBLIC COMMUNICATIONS: None.

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

BOARD COMMUNICATIONS: Commissioner Friedman asked if the Board could do a moment of silence at the end of the meeting in honor of Harbor Patrol Officer Korber. Commissioner Brennan thanked the Board for allowing him to be the District representative for the CMANC Washington DC trip and reported on the experience. Commissioner Ashworth reported that the VSE has been working diligently on permitting issues and in that regard was invited to speak to the California Senate Ad Hoc Working Group.

STAFF COMMUNICATIONS: Mr. Pendleton reported on the CMANC Washington DC trip. Ms. Baer updated the Commission on the Milano's/Brophy's transition. Mr. Peña reported on the Tenant meeting that occurred in the morning and the discussion of Pirate Days becoming a smaller scale event. Ms. Rauch announced that Coastal Cone will be coming to the March 28th meeting to have the Commission sample the new taiyaki (Japanese fish waffle cone).

LEGAL COUNSEL REPORT: Mr. Gosney reported on the status of open claims.

CONSENT AGENDA:

A) Approval of Second Amendment to Pre-Option Agreement for Parcels 5 and 8 Development

Recommended Action: Voice Vote.

That the Board of Port Commissioners approve the Second Amendment to Pre-Option Agreement between the Ventura Port District and H. Parker Hospitality for the development of Parcels 5 and 8.

ACTION: Commissioner Brennan moved, seconded by Commissioner Friedman and carried by a vote of 4-0 to approve the Second Amendment to Pre-Option Agreement between the Ventura Port District and H. Parker Hospitality for the development of Parcels 5 and 8.

B) Approval of First Amendment and Restated Lease for the Beer and Sausage, LLC dba BS Taproom/Beer Season

Recommended Action: Voice Vote.

That the Board of Port Commissioners approve the First Amendment and Restated Lease for the Beer and Sausage, LLC dba BS Taproom/Beer Season.

ACTION: Commissioner Brennan moved, seconded by Commissioner Friedman and carried by a vote of 4-0 to approve the First Amendment and Restated Lease for the Beer and Sausage, LLC dba BS Taproom/Beer Season.

STANDARD AGENDA:

1) Approval of Notice of Completion for the 1583 Spinnaker Drive Elevator Modification Project

Recommended Action: Roll Call Vote.

That the Board of Port Commissioners adopt Resolution No. 3347,

- a) Accepting the work of Thyssenkrupp Elevators on the 1583 Spinnaker Drive Elevator Modification Project; and
- b) Authorize staff to prepare and record a Notice of Completion with the Ventura County Recorder.

ACTION: Commissioner Brennan moved, seconded by Commissioner Stephens and carried by a vote of 4-0 to adopt Resolution No. 3347 accepting the work of Thyssenkrupp Elevators on the 1583 Spinnaker Drive Elevator Modification Project; and authorizing staff to prepare and record a Notice of Completion with the Ventura County Recorder.

2) The Ventura Port District's Dry Storage Facility

Recommended Action: Voice Vote.

That the Board of Port Commissioners authorize the General Manager to issue a notice to tenants to vacate the District's Dry Boat Storage facility located at 1450 Anchors Way Drive by May 1, 2018.

ACTION: Commissioner Brennan moved, seconded by Commissioner Friedman and carried by a vote of 4-0 to authorize the General Manager to issue a notice to tenants to vacate the District's Dry Boat Storage facility located at 1450 Anchors Way Drive by May 1, 2018.

The Commission gave the following comments:

- Improve fencing
- Look at rates – are we competitive?
- Develop reconfiguration soon so tenants know they have a space to come back to
- For future noticing of projects, give better advanced notice
- Have a designated staff member for this project who can relay information to the public
- Would like to see a list of all tenants who have been spoken to
- Develop a schedule of when the project will be done and when tenants can come back
- Would like an understanding of why 19A and/or VIM extra parking cannot be utilized
- How are we going to react to boats that are not moved?
 - Do we have a contingency plan or cost estimate?
- Coordinate construction with the mobile home residents that are near the lot
- Look at kayak storage and increasing smaller (12-20ft) spaces rather than large (30ft) spaces

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

A MOMENT OF SILENCE FOR HARBOR PATROL OFFICER PAUL KORBER'S

ADJOURNMENT: The meeting was adjourned in honor of Harbor Patrol Officer Paul Korber at 7:52PM.

Secretary



BOARD OF PORT COMMISSIONERS MARCH 28, 2018

DEPARTMENTAL STAFF REPORTS

DREDGING
FEDERAL
FACILITIES
HARBOR PATROL
MARINA
MARKETING
PROPERTY
TREASURER

RWP DREDGING MANAGEMENT

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Ojai, California 93023
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March 28, 2018

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

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

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

FY2018 Federal Dredging Effort Wrap Up

With Manson Construction's completion of the FY2018 maintenance dredging of the harbor entrance channel and sand trap on February 27, 2018, the project results are summarized below:

Total yardage removed	650,000 cy
Total yardage removed within the template	601,000 cy
Total yardage remaining	94,500 cy
Federal Cost	\$5,147,000

FY2019 Federal Dredging Appropriations

During our recent visit to Washington, D.C., we advised the offices of our California Senators, and members of Congress, as well as, the Office and Management and Budget, and the Corps of Engineers that the Port District supports the Administrations FY2019 budget request of \$5,370,000 for the maintenance dredging of Ventura Harbor. We explained, however, that with the financial uncertainty associated with the Los Angeles District of the Corps of Engineers soliciting new contract bids for the dredging work that the Port District felt that a \$6,000,000 funding level would be more appropriate. For that reason, we indicated that we supported the inclusion of additional work plan funds in both the FY2018 and the FY2019 Energy and Water Development Appropriation Bills.

Air Pollution Permit

For over thirty years, the Port District has held Permit to Operate 1139 from the Ventura County Air Pollution Control District. This permit allows for the consumption of 192,050 gallons of diesel fuel per year and was secured by the Port District in order to assure that a dredging contractor's lack of a permit would never prevent the necessary dredging of the harbor. While the District over that 30+ year period paid an annual fee for the permit, it was only occasionally needed by a contractor. More recently, however, with the increasing difficulty and cost of obtaining air pollution entitlements, Manson Construction has come to rely on Permit 1139. As consequence, I recently advised Manson that the Port District would henceforth expect that they would cover the annual cost of the permit whenever they utilized it in conjunction with the dredging of the harbor. They have accepted the District's position and have agreed to pay \$17,255.55 for the just completed dredging work.

Parking Lot Slurry Seal Work

Toro Enterprises expects to begin the slurry sealing portion of their parking lot repair work on April 17, 2018. The work should be completed by early May.

Fish Pier Deck Investigation

Noble Consultants had expected to have accomplished the collection of the concrete cores from the fish pier deck during the week of March 12, 2018, but wet conditions prevented that effort. Hopefully, the cores can be collected the week of March 26, 2018.

Respectfully submitted,

Richard Parsons

Dredging and Special Projects Consultant



Federal Update February 2018

Budget Deal May Pave Way to Final FY2018 Spending Bill

After a brief government shutdown during the early hours of February 9, Congress and the President reached a deal to raise the government's spending caps for FY2018-2019. The deal allows an additional \$295 billion in spending over the two fiscal years, including \$130.8 billion for domestic programs. Passage of the plan allowed the adoption of another Continuing Resolution (to run through March 23) to reopen government offices and may enable Congress to finally provide a final spending plan for FY2018, which began nearly five months ago.

Among the agreement's provisions, it includes:

- Suspension of Treasury's debt limit until March 1, 2019
- \$84 billion for disaster relief and tax relief for victims of hurricanes and California wildfires
- Extension of the Children's Health Insurance Program for four additional years (through FY2027) and provides additional funding to meet the programs financing needs
- Repeals Medicare's Independent Payments Advisory Board, created to hold down costs in the program
- Renewal of a long list of expired tax provisions

Appropriators are now working to revise their spending bills that have either passed (in the House) or received committee approval (in the Senate). How they will divvy up the new funding is not yet clear. However, the funds are likely to reverse some of the program cuts that appeared likely before the deal. By including a funding agreement for FY2019, which begins October 1, appropriators may also be able to pass bills for the coming fiscal year with fewer delays than have become the "new normal" for budgeting.

A side agreement among the bipartisan congressional leadership accompanying the budget deal calls for \$20 billion over two years to be devoted to infrastructure projects or programs that include water infrastructure. While loosely defined in the MOU, it remains to be seen if or how Congress will honor the pledge, how President Trump will interpret it, and what will benefit from any of the funding.

President Trump Sends Budget Request to Congress

Just three days after signing the new budget caps into law, the President submitted his FY2019 budget request to Congress. The White House sent up the request with an addendum recognizing the additional funding called for under the new budget caps. It then parceled out this funding for several White House priorities (including restoring funding to EPA's Clean Water and Drinking Water SRFs that would have been cut in the request), while maintaining deep cuts to broad swaths of the domestic discretionary budget.

For more than 40 years, budget requests have been labeled "dead on arrival" in Congress, but in light of the new budget caps, this one may be seen as "deader than dead." Republicans and Democrats on both sides of Capitol Hill have rejected most of the President's budget recommendations. While agencies will be called to testify on their proposals, Congress is already moving to craft an FY2019 budget more according to its own priorities.

For the US Army Corps of Engineers (Corps), the Administration proposes a top-level funding level of \$4.8B. This level is \$202M below the Administration's FY18 proposal. By major account this proposal further breaks down to the following:

- \$82M general investigations
- \$872M construction
- \$2.077B operation and maintenance

As well the proposal does not recommend any new studies or any new construction projects to be initiated. Rather the proposal seeks to complete six feasibility studies (out of 24 funded in the recommendation) as well as to complete one construction project (out of the 26 funded in the recommendation). The proposal also prioritizes dam safety projects.

For comparison purposes, the chart on the following page shows the Administration's starting point for the Corps in FY16, FY17 and FY18 and the increases that Congress made during the respective appropriations cycle. Congress has yet to complete work on the FY18 appropriations bills (and now with a two-year budget deal in place hopefully that happens around March 23rd) which is why that column is left "TBD". The chart below also shows a comparison for the Administration's FY18 budget proposal vs the FY19 budget proposal.

US Army Corps of Engineers Funding FY16-FY19

Account/Activity	FY16 President's Budget Request vs FY16 Omnibus	FY17 President's Budget Request vs FY17 Omnibus	FY18 President's Budget vs FY18 Omnibus	FY18 President's Budget vs FY19 President's Budget
General Investigations (GI)	\$97M/\$121M	\$85M/\$121M	\$86M/TBD	\$86M/\$82M \$4M reduction
Construction General (CG)	\$1.172B/\$1.862B	\$1.090B/\$1,876B	\$1.020B/TBD	\$1.020B/\$872M \$184M reduction
Operation and Maintenance (O&M)	\$2.710B/\$3.137B	\$2.705B/\$3.149B	\$3.100B/TBD	\$3.100B/\$2.705B \$1.023B reduction
New Start Designations	2 studies and 4 construction/10 studies and 6 construction	1 construction for Mud Mountain Dam, WA/6 studies and 6 construction	None/TBD	None/None

The Administration's budget provides funding only to those projects which have a benefit-to-cost ratio of 2.5 to 1 or higher using the OMB preferred discount rate of 7%. This is a higher bar than Congress uses for authorization purposes. Using these metrics, the Administration's budget leaves out a number of worthy projects which is why Congress provides a mechanism for funding additional projects (or as the case may be increasing funding for projects identified in the Corps budget) through the annual work plan process. The work plan process happens after Congress finalizes the appropriations package for any given year.

For the Ventura Harbor, the FY19 Administration proposes the following:

- \$5.37M for annual O&M dredging of the Harbor

A full copy of the Corps' FY19 project recommendations can be viewed here: <http://www.usace.army.mil/Missions/Civil-Works/Budget/>

Infrastructure Principles Unveiled

After a wait of over a year, the President released a 55-page document entitled "Legislative Outline for Rebuilding Infrastructure in America." The principles contained in the outline propose \$200 billion in additional spending on infrastructure over the next ten years; financing reforms to support leveraging this spending into as much as \$1.3 trillion in additional, non-federal funding; and a long list of changes to streamline project reviews and shorten project delivery times. The plan does not include suggestions on how to pay for the \$200 billion in new funding, a hurdle that will be the centerpiece of congressional debate. However, many of the

environmental reform proposals have a variety of paths forward in Congress or administrative actions.

The plan includes the following major provisions:

- Infrastructure Incentives Program -- \$100 billion for grants to be administered by the Department of Transportation, Army Corps of Engineers, and U.S. EPA. Funds would be awarded to sponsors that can best leverage non-federal funding – whether private or public – to meet at least 80 percent of total project costs.
- Rural Infrastructure Program -- \$50 Billion in block grants to states by formula to address rural development needs
- Transformative Projects Program -- \$20 Billion for funding and technical assistance to deliver “bold, innovative and transformative” projects that may also have high risks that would otherwise prevent public funding. Officials have pointed to Elon Musk’s “hyperloop” as an example of the type of project that might receive funding.
- Infrastructure Financing Programs -- \$20 Billion for programs such as TIFIA, WIFIA, or RRIF to leverage significantly higher amounts of funding. This program would also pay for the costs associated with expanding eligibility for Private Activity Bonds (PABs) to cover more types of infrastructure and eliminate the Alternative Minimum Tax (AMT) on PABs.

Apart from funding, the proposal also includes an extensive list of project review and delivery reforms. Central to the proposal is the establishment of a “One Agency, One Decision” review process with a 21-month deadline for the lead agency to issue either a Finding of No Significant Impact (FONSI) or Record of Decision (ROD) under NEPA. Agencies would have a three-month deadline to issue needed permits after the 21-month review. Other reforms include broader use of nationwide permits and less duplication during a review process among agencies.

Outlook

Now that the principles have been released, Congress will begin to work through them to adopt, amend, or reject many of the ideas. Committees held numerous hearings last year on infrastructure needs and ideas to improve funding and delivery. Transportation Secretary Elaine Chao and R.D. James, the new Assistant Secretary of the Army for Civil Works, testified before the Senate to explain the President’s proposal, but few additional hearing are expected. Congress appears to have the information it needs to move forward on its own.

Again, funding will be the most significant hurdle and finding support from 60 Senators will be a serious challenge. Nonetheless, many of the principle are likely to find their way into a bill later this year or into other infrastructure-related bills such as the FAA authorization or Water

Resources Development Act (WRDA) while funding may also be addressed through regular appropriations acts and other individual pieces of legislation.

Democrats released a competing \$1 trillion infrastructure plan shortly before the President released his plan. Their plan offers few details, but relies on \$1 trillion in direct spending on a broad range of infrastructure, including local schools (the plan does not identify a source for this funding). Their plan seeks to address the pending insolvency of the Highway Trust Fund while seeking to provide tougher environmental reviews rather than programmatic or bureaucratic reforms. Many key Democrats in Congress have rejected the President's plan in its entirety although it remains to be seen if they will oppose targeted funding and reforms attached to legislation such as WRDA, the FAA authorization, or other bills.

Since December, Congress has passed legislation adding nearly \$2 trillion to the nation's already staggering debt total. Whether congressional Republicans have the appetite to add even more debt to support infrastructure – or the have the willingness to raise fuel taxes or other revenue to pay for it – will be the story that unfolds over the coming months.

VENTURA PORT DISTRICT
DEPARTMENTAL STAFF REPORT

Meeting Date: March 28, 2018

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

FACILITIES

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

Before



After



Our Annual Reclaim water inspection was performed by the City of Ventura Wastewater Reclamation Facility Department. Glad to report that our inspection was positive and the District continues to be in compliance. As additional awareness to the public, two more awareness signs were added to two different locations; one at the main Harbor Entrance grass area and the second at 19A parking lot entrance.



Our annual domestic water backflow devices inspection was performed by a licence contractor. All of the District's 42 backflow devices were tested and approved; including our two 8" fire hydrant/fire sprinklers devices.



MARINA

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

MARKETING

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

ON-GOING PROJECTS

1583 Elevator Modernization: Thyssenkrupp Elevator Company has completed the Modernization. The inspection from the Department of Industrial Relations Division of Occupational Safety & Health has passed. The elevator was turned over to the District on February 28, 2018, and is back in service.

Before



After



Harbor Cove and Surfers Knoll: Powerhouse Construction has finished the top layer of cinder block on the retaining walls at Harbor Cove Beach and Surfers Knoll Beach. The repairs were approximately 1,000 plus feet of the top layer of the block wall. The cause was due to rusting rebar expanding, causing the block to fail. This project was in our Capital Improvement Plan for this fiscal year and stayed within the approved budget of \$20,000.00. (No change orders).

Re-Roofing Phase II (1431, 1591, 1691): The roofing project is going well. Unfortunately, with the recent rains only two out of the three buildings received the roofing coating. Garland reported that the other two buildings are sealed and waterproofed; no leaks have been reported from these current rains. The rain gutters have been approved by staff and Garland will start the installation of the gutters after they are delivered by the manufacture.

VENTURA PORT DISTRICT DEPARTMENTAL STAFF REPORT

Meeting Date: March 28, 2018

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

PUBLIC SAFETY

Overview:

The Harbor has continued to stay open and inviting to the local communities after the recent local disasters. Our Harbor Patrol and Port District staff are committed to demonstrating our strong community values and sense of pride in our District. As these changes to the normal arise, we adapt and accommodate. With the longer days, we have begun to prepare for more afternoon and evening activity at the beaches and within the Harbor.



Rains & Flooding:

Once again faced with a large rain event, we have been active in preparing for the possible local effects of significant rain and flooding. After learning of the potential impact to the hillside community and the voluntary evacuation recommendation, staff determined we would continue our tradition of offering RV's safe refuge within the Harbor. The local Marinas were notified and advised that they could direct vehicles seeking refuge to Spinnaker Drive and Harbor Cove. Very few RV's stayed.

Our primary area of focus on these larger rain events is ensuring unattended boats do not sink in their slips. We maintain portable pumps, in addition to our inboard systems within our Harbor Patrol Vessels. During the rain events, our staff will perform additional patrols, work with the Marinas, and Commercial Services.

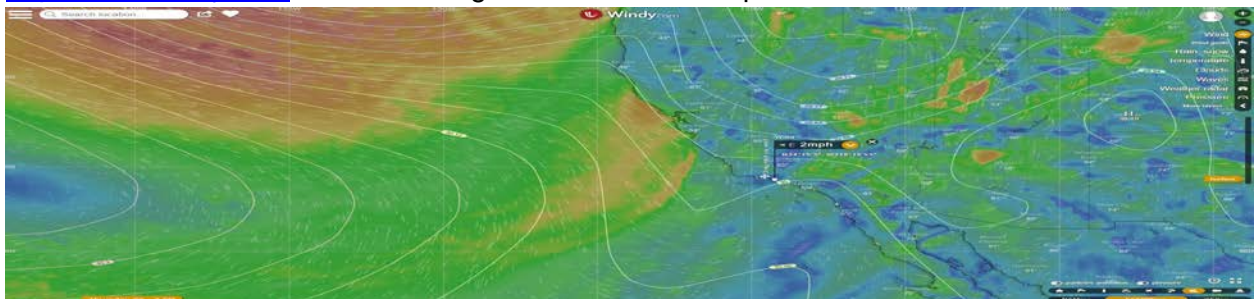
Another area of concern is Navigator Drive near the Holliday Inn Express. This area sometimes floods and makes the road unsafe for vehicles. We observed the Hotel, put out caution tape within their parking lot and we were prepared to move our street sign to this area if flooding occurred.

Emergency Information Websites:

- <https://www.vcemergency.com/>
- <http://www.vcwatershed.net/fws/>
- <https://www.weather.gov/lox/>

Recommended Weather Website:

<http://www.windy.com> is an amazing visual website that provides weather forecasts and more.



BEACHES

Harbor Cove:

Harbor Cove continues to be one of the most popular areas within the Harbor on a daily basis. The annual beach maintenance has concluded, and the area is well suited for the upcoming Spring and Summer visitors. We will be working with the City of Ventura to install the beach access mat early next month and before the corporate game's commence. Looking towards Spring and Summer, we are confident that Harbor Cove Beach is the nicest beach in the County.

South Beach:

The recent dredging has filled in a large portion of the beach lost early in the year. While the largest portion of sand is to the South of the Ventura Port District's sphere of influence, it's expected that some of the sand will migrate up the coast during the Summer. I have begun to take photos to document the sand movement to better understand the local erosion trends.

I have also joined the American Shore and Beach Preservation Association to see how other areas are doing their beach replenishment and sea level rise preparations. I am motivated to explore how we can create safer beaches and allow for more recreational activities.

EQUIPMENT

Rescue Vessels:

As a Public Safety Rescue Agency, we strive to have all our equipment in service and ready to respond at all times. This can sometimes be challenging as the nature of the business lends to the equipment being used to their upper limits, especially in regards to our boats motors and transmissions.

Over the past six months, we have experienced a series of mechanical issues on a number of our vessels. The Port District Maintenance staff of Sergio Gonzalez, John Collins, and Martin Lopez have dropped all other issues and have worked tirelessly with Harbor Patrol Officer Bobby Crane to make the necessary repairs.

Having the ability to do most of the work in-house is critical to getting the equipment back in service promptly and results in significant cost savings for the Port District. This team has also been able to solve some minor issues with simple modifications that will ensure the problem does not repeat itself.

Some of the larger maintenance projects like the Fireboat plumbing conversion have been further delayed and may carry over to the next fiscal year. Fortunately, most of the in-house savings and issues covered under warranty will allow for the budget to remain as proposed.

Patrol Vehicle:

The newest truck has been fully outfitted and is in service. The additional radios and in-vehicle IPAD has improved our communications with other Public Safety Agencies. The IPAD also provides the Officers to access the internet to obtain contact information and updated weather conditions.



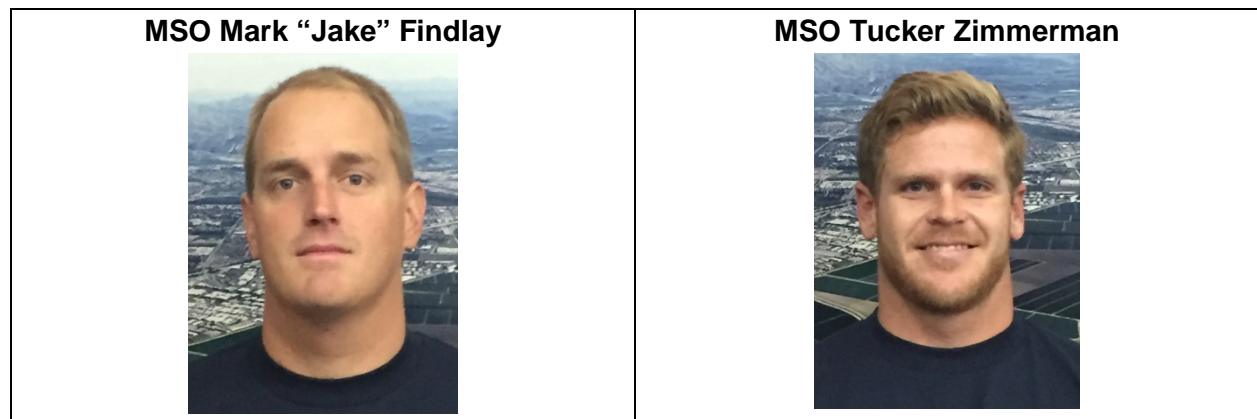
Rescue Water Craft (RWC):

We appreciate the Board approving the mid-year adjustment which allowed for the purchase of the two Yamaha VXR RWC's. We have taken delivery of the craft and will be working on equipping them with the rescue sleds. Upon completion, staff will go through extensive training so that they are familiar and prepared for future rescues.

We have looked at the methods under our policy to dispose of our two retired Honda RWC's. It is very hard to put a dollar figure on the value as they have not been on the market for more than ten years and there is no reliable supply line. We do feel there is some inherent value to these, so we have communicated with a government auction site to list them at auction potentially. We have also received a solicitation for a donation of at least one of the two from Cal State Long Beach Shark Lab. The researchers over the past few years have successfully tagged sharks in Southern California utilizing Lifeguard RWC's. Since there is no emergency/rescue component involved, the reliability that we require would not be as critical for flat inner Long Beach waters. We will review the current policy and discuss these two options with the Board at a future meeting to see if what would be the preferred method to dispose of these crafts.

STAFF**Marine Safety Officer Program:**

The Marine Safety Officer program has been in full swing. We now have several MSO's who have worked multiple shifts and can safely start to fill the second person needs for sick, comp, and vacation time off. The two new MSO's who have advanced over the past few weeks are Mark "Jake" Findlay, and Tucker Zimmerman. Both have been very enthusiastic to take on this new responsibility.

**Paul Korber 20th Anniversary:**

March 14th marked Harbor Patrol Officer Paul Korbers death in the line of duty. We remembered his ultimate sacrifice with a moment of silence at our Port Commission Meeting and a wreath at his Harbor Cove memorial rock.

This tragedy influenced major changes in our local public safety agencies. A regional committee was formed with the goal of enhancing communications, training, equipment, and response plans. Over the years, focused training allowed for agencies to improve their communications and skills.

Over the years, each Agency increased their standards, and in 2016 all local agencies have achieved the United States Aquatic Agency Response Team certification. This certification ensures that all rescue swimmers meet or exceed the training and complete a swim qualification that mirrors an Ocean Lifeguard.

Today, all first responders train together throughout the year so that each agency can seamlessly work along with allied agencies members and equipment. When there is an ocean rescue, the dispatch is from a single location, everybody is communicating on a common radio channel, multiple agencies respond, and safety officers are assigned to oversee the rescue.

TRAINING/MEETINGS/MOU'S

City of Ventura Joint Lifeguard:

We have had numerous productive meetings and have made significant progress in mapping out a conceptual program. The goal of entering into a joint program would be to provide a service equal to or better than that which is currently being provided under the current State Lifeguard contracts. We have identified that there would also be opportunities to offset the costs of providing these services through a revenue-generating Jr. Lifeguard program.

After the Thomas Fire, the momentum has stalled while the City of Ventura deals with the more important issues. I expect we will resume meetings soon and should be on target for a proposal for a joint service for the Summer of 2019.

Oxnard College Regional Lifeguard Academy:

In my goal of improving ocean rescue services regionally, I approached Oxnard College Public Safety Department with the idea of having a Lifeguard Academy. Similar to a Police or Fire Academy, the program would be a formal program that follows the United States Lifesaving Association curriculum. The concept is the College would provide the course, instruction, students, and the Port District would provide the location. The students would be able to get job training in a formal program and receive college credits. The instructors would be local Public Safety members working as employees of the College. At the conclusion of the program, local Public Safety and Lifeguard Agencies could save money on training by hiring these recent Academy Graduates.

The concept was embraced by the College with the first Academy scheduled to start next month. Ventura County Fire Chiefs have endorsed this program, and the City of Port Hueneme has already considered sending their employee's through the program. I would envision utilizing this program also as a cost-saving measure should we commit to a future Lifeguard program.

US Coast Guard Captain of the Port Meeting & Letter:

The outgoing US Coast Guard Captain of the Port C.L. Downey and her staff visited Ventura Harbor on March 8th. In our meeting, we discussed the Harbor and its strong working relationship with the US Coast Guard. I took the time to also talk about our constant efforts in seek dredging funds and introduced them to the current shellfish initiative. We both reflected on the challenges during the 2016 Harbor Entrance closure. She complimented the Harbor and our Harbor Patrol for its strong commitment to boaters safety. She also presented me with a challenge coin and a nice letter to which I have included below.

U.S. Department of
Homeland Security

United States
Coast Guard



Commander
U. S. Coast Guard Sector
Los Angeles-Long Beach

1001 S. Seaside Avenue, Bldg 20
San Pedro, CA 90731-0208
Staff Symbol: s
Phone: 310-521-3701
Fax: 310-521-3764

5340

FEB 16 2018

Mr. John Higgins
Harbormaster, Ventura Port District
1603 Anchors Way Drive
Ventura, CA 93001

Dear Mr. Higgins:

I deeply regret the delay in recognizing your leadership during the response to hazardous weather and harbor conditions in and around Ventura Harbor over the last several years. Your efforts were integral to the identification and management of unsafe conditions that affected passenger, recreational, and commercial fishing vessels operating out of Ventura Harbor. In particular, during the 2016 winter season you quickly determined that weather conditions, including high winds, seas, and shoaling, were rapidly and adversely impacting the entrance to the harbor. With seas reaching up to 15 feet, a reduction of the navigable depth of the channel to less than 12 feet and the width to less than 30 feet, and a number of vessels running aground or experiencing navigational troubles, you quickly worked to mitigate risks.

You coordinated outreach to the local community, including working with the Coast Guard, local news outlets, and various media sources, to reach the widest possible audience. Your recommendation to use a Vietnamese translator to reach the large fishing community facilitated even greater awareness within the harbor. You assisted with the development of a safety zone restricting inbound and outbound transits. Recognizing an opportunity to reduce the impact to commerce, you worked with Station Channel Islands Harbor to develop a plan to allow vessels one-time transits during periods of acceptable weather conditions. You spearheaded patrols of the harbor and escorts of approved transits, ensuring that the safety of the harbor was maintained throughout the period. Upon the improvement of weather conditions, you worked tirelessly to advance the scheduled harbor dredging, ensuring that the waterways were quickly re-opened for operations. Since this incident, our organizations have often leveraged that success, collaborating effectively to mitigate the risks to Ventura Harbor from adverse weather conditions.

Please extend my heartfelt appreciation to the Ventura Harbor Patrol, and all who dedicated their time and expertise to assist in these response efforts. Your immediate actions prevented significant impacts to businesses and, more importantly, ensured the health and safety of mariners. Thank you for a job well done and Semper Paratus!

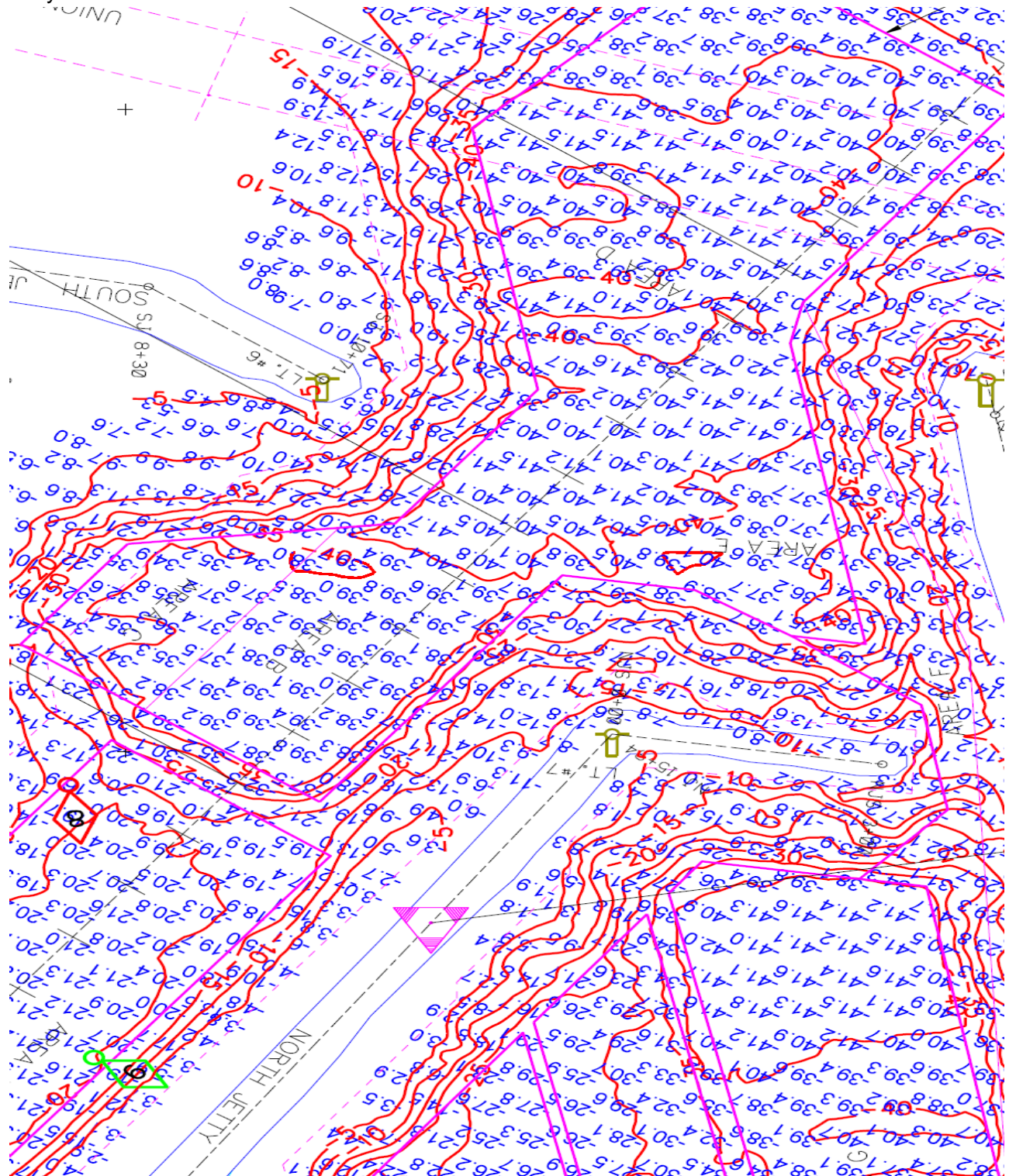
Sincerely,

A handwritten signature in blue ink, appearing to read "C. L. Downey".

C. L. DOWNEY
Captain, U.S. Coast Guard
Captain of the Port, Los Angeles-Long Beach

Soundings:

Manson post-dredging survey has shown our Harbor Entrance and Sand Trap to be at the best depths in history. We are happy to report that the depths are optimal and will lessen future large wave action within our entrance. We have also worked with the USCG, and the navigational buoys are back on station.



911 CALLS (28 CALLS RECEIVED)

Incident	Case Numbers	Units	Priority	Problem	Agency	Address	City	Response Date
18-0012754		B10, HARB10, ME1, ME2, ME5, MT5	F3	STRUCTURE FIRE	Ventura County Fire Department	2919 Surfrider Ave	Ventura	2/13/2018 7:18:29 PM
18-0013128		HARB10, ME2, MED481	M1	CARDIAC/RESP ARREST NON EMD	Ventura County Fire Department	1215 ANCHORS WAY	Ventura	2/15/2018 8:11:09 AM
18-0013439		HARB10, ME2, MED481	M7	FALLS NO CODE	Ventura County Fire Department	2984 Seahorse Ave	Ventura	2/16/2018 12:35:42 PM
18-0013514		EMS63, HARB10, ME2, MED482, MED664	F4	TC	Ventura County Fire Department	Spinnaker Dr / E Harbor Blvd	Ventura	2/16/2018 5:30:58 PM
18-0013923		HARB10, ME2, MED481, MED482	M5	FALLS NON EMD	Ventura County Fire Department	1215 Anchors Way	Ventura	2/18/2018 10:10:20 AM
18-0014287		AMB617, B10, B12, B51, BOAT1, CSTGRD4, EMS48, EMS62, EMS63, HARB10, LIFE601, ME1, MED481, OR10	F5	OCEAN RESCUE LOW	Ventura County Fire Department	600 E Harbor Blvd	Ventura	2/19/2018 3:50:28 PM
18-0014857		HARB10, ME2, MED481	M3	DROWNING/DIVING/SCUBA HIGH	Ventura County Fire Department	1400-1999 SPINNAKER DR	Ventura	2/21/2018 6:31:12 PM
18-0014888		HARB10, ME2	F7	INVESTIGATION	Ventura County Fire Department	1575 Spinnaker Dr	Ventura	2/21/2018 9:17:05 PM
18-0015306		HARB10, ME2, MED481	M5	HEMORRHAGE/LACERATIONS	Ventura County Fire Department	1098 Peninsula St	Ventura	2/23/2018 10:35:05 AM
18-0015512		HARB10, ME4, MED482	M3	SICK PERSON HIGH	Ventura County Fire Department	1583 Spinnaker Dr	Ventura	2/23/2018 9:09:54 PM
18-0015628		HARB10, ME2, MED482	M5	ABDOMINAL PAIN	Ventura County Fire Department	1098 Peninsula St	Ventura	2/24/2018 10:08:57 AM
18-0015803		HARB10, ME1	F7	INVESTIGATION	Ventura County Fire Department	450 E Harbor Blvd	Ventura	2/24/2018 9:11:21 PM
18-0015856		HARB10, ME2	F7	INVESTIGATION	Ventura County Fire Department	E Harbor Bl / Olivas Park Dr	Ventura	2/25/2018 6:56:54 AM
18-0016162		HARB10, ME2, MED481	M3	CHEST PAIN NON TRAUMA HIGH	Ventura County Fire Department	1196 NAVIGATOR DR	Ventura	2/26/2018 8:45:25 AM
18-0016454		HARB10, ME2, MED481	M7	SICK PERSON NO CODE	Ventura County Fire Department	1215 Anchors Way	Ventura	2/27/2018 8:37:58 AM
18-0017571		HARB10, ME2, MED481	M3	FALLS HIGH	Ventura County Fire Department	1198 Navigator Dr	Ventura	3/2/2018 8:19:58 PM
18-0017963		HARB10, ME2, MED483	M3	UNCONSCIOUS/FAINT HIGH	Ventura County Fire Department	1215 Anchors Way	Ventura	3/4/2018 1:28:04 PM
18-0018223		HARB10, ME2, MED483	M5	SICK PERSON NON EMD	Ventura County Fire Department	1215 Anchors Way	Ventura	3/5/2018 2:21:36 PM
18-0018270		HARB10, MED481	M5	TRAUMATIC INJURIES NON EMD	Ventura County Fire Department	1575 SPINNAKER DR	Ventura	3/5/2018 5:18:45 PM
18-0018427		HARB10, ME2, MED451, MED452	M7	SICK PERSON NO CODE	Ventura County Fire Department	1098 Peninsula St	Ventura	3/6/2018 9:50:07 AM
18-0018518		E61, HARB10, MED662, MT105	M5	UNKNOWN PROBLEM NON EMD	Ventura County Fire Department	E Harbor Bl / Olivas Park Dr	Ventura	3/6/2018 3:12:27 PM
18-0019018		HARB10, ME1, MED662	M5	UNCONSCIOUS/FAINT	Ventura County Fire Department	2984 Seahorse Ave	Ventura	3/8/2018 9:59:59 AM
18-0019046		HARB10, ME2	F7	HAZARD INVESTIGATION	Ventura County Fire Department	1691 Spinnaker Dr	Ventura	3/8/2018 11:38:01 AM
18-0020002		HARB10, ME2, MED662	M5	CONVULSIONS/SEIZURES	Ventura County Fire Department	1198 Navigator Dr	Ventura	3/11/2018 4:53:20 PM
18-0020340		HARB10, ME2, MED481, MED492	M5	HEADACHE	Ventura County Fire Department	Spinnaker Dr / Navigator Dr	Ventura	3/12/2018 7:47:21 PM
18-0020885		HARB10, ME2, MED481	M5	BEHAVIORAL EMERGENCY NON EMD	Ventura County Fire Department	1603 Anchors Way Dr	Ventura	3/14/2018 9:38:18 PM
18-0021044		HARB10, ME2	F7	INVESTIGATION	Ventura County Fire Department	1198 Navigator Dr	Ventura	3/15/2018 1:19:54 PM
18-0021210		HARB10, ME2, MED481	M3	BREATHING PROBLEMS HIGH	Ventura County Fire Department	1100-1399 Spinnaker Dr	Ventura	3/16/2018 3:41:08 AM

VENTURA PORT DISTRICT**DEPARTMENTAL STAFF REPORT**

Meeting Date: March 28, 2018

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

VENTURA HARBOR VILLAGE MARINA OCCUPANCY AND SQUID PRODUCTION

The marina slip occupancy has remained at near 100%. Squid landings remain limited with only one vessel, the EMERALD SEA continuing to scout for squid on a weekly basis with off-loading totals of less than 50 tons weekly. The off-loaded squid have remained small at 15-18 count per pound, however the amount of squid roe found with the landings point to a good upcoming new season once the roe matures. The current 2017-2018 season will end on March 31st. The 2018-2019 squid season will begin on April 1st.

TECHNOLOGY

During March, we met with representatives of ATT, our fiber-optic broadband provider, to discuss improvements to increase the District's connectivity capabilities. Our current broadband infrastructure is nearing its capacity and will need to be increased to meet the District's future needs. Key members of staff have been assigned responsibility to develop information that will be consolidated in a document and presented to ATT to justify their costs, which will be associated with the upgrades.

Marketing/Promotions/Meetings

Date Range: February 1 – February 28, 2018

Beautification Ribbon Cutting & Editorial Coverage

Somerville Associates pitched beautification story. Results:

- USA Today / VC Star/ Detroit Free-Press/ 805 Living Magazine/Ventura Breeze



Tall Ships Promotional Campaign & Editorial Coverage

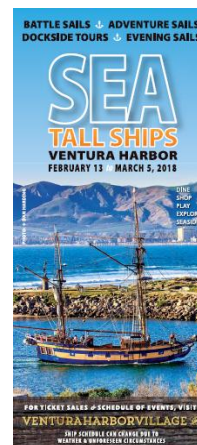
- Editorial Coverage: Ventura County Star / KEYT TV / Ventura Breeze/ LA Parent Magazine / Santa Clarita Valley Signal
- Carpinteria Coastal View / Central Coast Tourism
- Print Advertising in 8 Publications & Tall Ship Press Release
- Posters & Rack Cards: 100 posters/ 1,500 Rack Cards
- Village Map & Guide Back Panel: 20,000
- On site Banners & Tall Ship Schedule Signs
- Weekly Tall Ship/Village Information Booth/ Survey & Postcard Send
- Dedicated Enewsletters / Web Site Banners
- Hosted Tall Ship Crew Reception/ Promoted Sailor's Tea/ Created Crew Offers
- Tall Ship Coop Blog Boost with Visit Ventura (\$100) Results:
38k Impressions/ 18k People Reached /816 Clicks to Harbor Site

Meetings & Receptions

- Tour with Brian Tucker, new Executive Director of Ventura County Coast of Harbor Village & the Chowder Taste event
- Launch meeting with Coastal Cone for new product & menu in March
- Ventura Chamber of Commerce Connection Breakfast (Feb. 2)
- VIP Tall Ship Reception (Feb. 15) 43 in attendance / Ribbon Cutting Reception (Feb. 15) 125 in attendance
- Tour of new Escape Room & meeting with room designer

Winter & Spring 2018 Harbor Views Newsletter Edition

- 10,000 Harbor Views inserted into Ventura Breeze (Feb. 15)
- Stories include: VSE/ Portside/Dredging/Squid Season/Tenant Highlight/Thank You Sponsors/Event Highlights
- 2,000 additional Harbor Views distributed in Ventura Harbor & Visitor Centers
- Posted to Venturaharbor.com



By the Numbers

FEBRUARY 13 - MARCH 5

195,248

Pedestrian
Village Count

26,442

Village Car
Count

4,200

Tall Ship
Dockside Tours

VENTURA HARBOR NOW THRU - MARCH 5, 2018

SEA TALL SHIPS



SHIP SCHEDULE CAN CHANGE DUE TO WEATHER & UNFORESEEN CIRCUMSTANCES | FOR TICKET SALES & SCHEDULE OF EVENTS, VISIT:

VENTURAHARBORVILLAGE

FRESH SEAFOOD | FAMILY FUN | HARBOR TOURS & RENTALS | BOUTIQUES | WATERFRONT DINING & HOTELS | DIVE | SPORT FISHING

TALL SHIP
ADVENTURES
& SEASIDE FUN!

WEEKEND
DOCK SIDE TOURS
⚓ 10AM - 1 PM

WEEKEND BATTLE
& ADVENTURE SAILS
⚓ HISTORIC ADVENTURE
& BATTLE SAILS

FAMILY FUN SEASIDE

⚓ LIVE MUSIC SATURDAY
11 AM - 2 PM

⚓ TALL SHIP KIDS'
SCAVENGER HUNT
SAT & SUN | 10 AM - 1 PM

⚓ PIRATES ROAM THE
VILLAGE & PROMENADE

⚓ TALL SHIP ART

⚓ FRESH
SEAFOOD
& COCKTAILS
SEASIDE

⚓ CAROUSEL
& ARCADE

⚓ CHOWDER

⚓ WAFFLE
CONES



494

Tall Ship
Battle & Adventure
Sail Tickets

898

Student Educational
Sails

138

Visitors sent Postcards
with Free Postage Program

19 States 4 Countries

ChowderTaste

NATIONAL CLAM CHOWDER DAY

SUNDAY, FEBRUARY 25, 2018 | 11 AM - 2 PM

**SOLD OUT
EVENT!**

**300 TICKETS
SOLD**



300

TICKETS
SOLD

\$5.00

PER
TICKET

50¢

PER TICKET SOLD
GIVEN BACK TO
PARTICIPATING
RESTAURANTS

***SOLD OUT WITHIN 30 MINUTES!**

28,395

PEOPLE REACHED THROUGH
SOCIAL MEDIA CHANNELS

ADVERTISING INITIATIVES:

ONLINE ADS | SIGNAGE & POSTERS | PRINT ADS



Instagram Analytics

Date Range: February 1 – February 28, 2018

TOP INSTAGRAM POSTS



@venturaharbor
585 Engagements



@venturaharbor
505 Engagements



@venturaharbor
469 Engagements

ENGAGEMENT

❤️ 8,637
Likes Received

💬 215
Comments Received

CAMPAIGN HIGHLIGHTS

TALL SHIPS

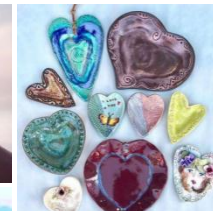
FEB. 6 – MAR. 5

Tall Ships social posts promoted sails, tours, seaside dining, art inspired by ships, sea themed merchandise, special events, & more.



VALENTINES DAY

FEB 8-14: I HEART Seaside



FOLLOWERS

👤 9,639
Total Followers

Followers
Gained

123

Total followers increased by

▲1.7%

since previous month

Marketing Report February 2018

Facebook & Twitter Analytics

Date Range: February 1 – February 28, 2018

FACEBOOK

690,212
Impressions

5,900
Engagements

249
Clicks

IMPRESSIONS

Total Impressions 690,212

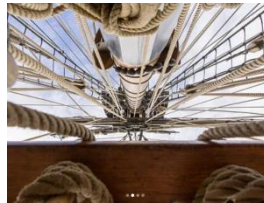
Average Daily Users Reached 13,000

Total Impressions increased by

38.1%
since previous month

PHOTO CONTEST

- Followers posted best Tall Ships photos
- 76 Entries using #SeaTallShips Hashtag
- Contest winner, Tac Brown, captured a unique series of his experience aboard



TOP POSTS



33

FOLLOWERS

Total Fans Fan Increase

20,889 0.71%

TWITTER

FOLLOWERS

Total Followers

10,889
Organic Impressions

4,705

209
Total Engagements

TOP POSTS

VenturaHarbor

On a trip to the Islands yesterday,
[@IslandPackers](#) saw:

- 1 Blue Whale
- 2 Humpback Whales
- 6 Gray Whales
- 3500 Common Dolphin

Have you been on a Wildlife Cruise this season? Now is the time to go!

Check out your options here:

venturaharborvillage.com/directory/isla...



VENTURA PORT DISTRICT
DEPARTMENTAL STAFF REPORT

Meeting Date: March 28, 2018

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

TENANT REPORT

- 1) *Ventura Harbor Comedy Club* --- 1559 Spinnaker Drive #205, 205A, B, C, D, E, 210 --- Approve a two-year term Retail Lease Agreement.
- 2) *Wave Realty* --- 1575 Spinnaker Drive #201 --- Approve the termination of a two year office lease agreement dated October 1, 2016. Tenant requests early termination.
- 3) *Moorhouse Financial Services, Inc.* --- 1575 Spinnaker Drive #201 --- Approve a three-year term new office lease agreement consisting of 439 square feet with Jeff M. Moorhouse dba Moorhouse Financial Services, Inc.
- 4) *Milano's* --- 1559 Spinnaker Drive #100 ---- Brophy's entered into a Pre-Possession agreement with Milano's. They are making updates during the closed hours on a daily basis. They are open and serving a modified menu and plan on a grand opening with full menu and name change in June 2018.
- 5) *BS Taproom* --- 1591 Spinnaker Drive #115 – Waiting to complete ABC Department process along with the City of Ventura CUP. Estimated completion of project fourth quarter of 2018.
- 6) *Rhumb Line* --- 1510 Anchors Way -- Estimated completion of project first quarter of 2019.

LEASING OUTREACH

- 1) Leasing Outreach
 - ICSC Conference February 22, 2018-- *Embracing Change – The New Retail Experience*. Following are the takeaways:
 - Food and Place are New Anchor Tenants. First time in history U.S. restaurants have surpassed grocery sales
 - Mixed Use is all about finding the 'Right Blend' and being creative with leases
 - Millennials are more of the spending power than any other generation
 - Entertainment is "Crucial" --- virtual reality, trending activities, events, gyms
 - Ethnic grocers are doing great and expanding
 - Virtual Reality is no more a passing fad, it will "Impact" shopper experience
 - Shifting from not just Consumption but to Connection with customers
 - Daily exposure with our ads online via Loopnet/Costar which covers the following:
 - 24 Million visitors to these sites
 - 83% of all 2016 commercial real estate transactions involved these sites
- 2) Motionloft – February 2018 Reports (see attached)

OCCUPANCY LEVELS AT HARBOR VILLAGE

February 2018

CATEGORY	Harbor Vacancy Sq Ft	Harbor Vacancy %	Harbor Available Sq Ft	Harbor Available %	City * Vacancy %	City * Available %
Office	573	2%	573	2%	11.4%	22.5%
Retail	1,781	8%	8,405	39%	13.3%	22.8%
Restaurant	0	0%	0	0%	10.1%	9%

*Based on comparable square footage

SALES REPORTS

No February sales report this agenda. We will provide in April's report.

ATTACHMENTS

Attachment 1 – Motionloft Reports – February 2018

Feb 1, 2018 - Feb 28, 2018

7,840

Typical Day

31,622

Sun, Feb 18 - Busiest Day

13,982

Sunday Average

54,881

Typical Week

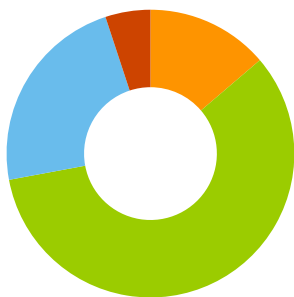
92,558

Peak Week Beginning Sun, Feb 18

219,522

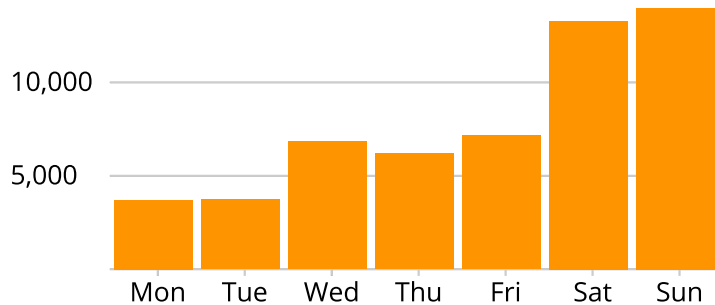
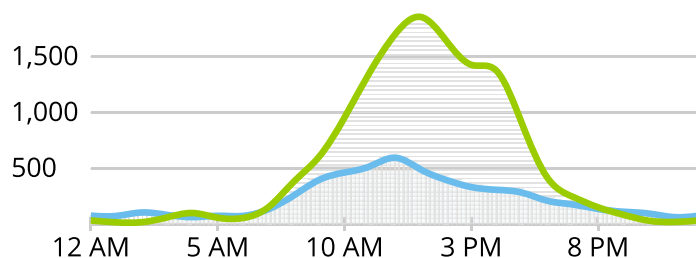
Total Visitors

Average Daily Activity



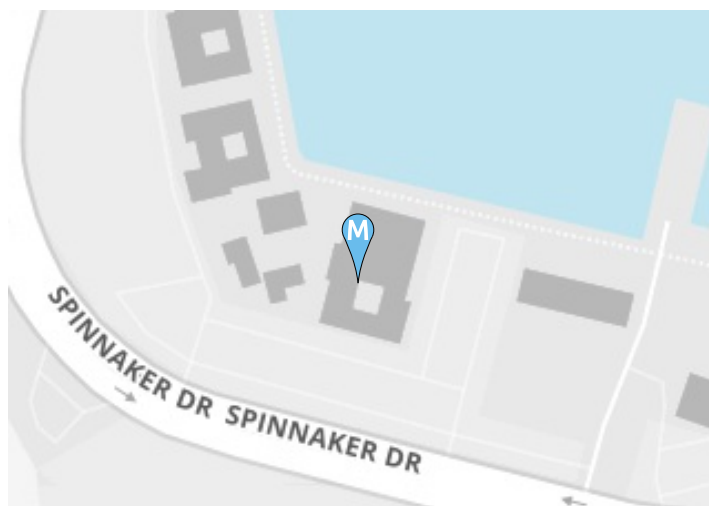
Hours	%	Total
5am - 11am	14%	1,078
11am - 5pm	58%	4,573
5pm - 11pm	23%	1,792
11pm - 5am	5%	397

Weekdays Weekends



Totals

Week beginning Sun, Jan 28	13,939
Week beginning Sun, Feb 4	24,185
Week beginning Sun, Feb 11	68,176
Week beginning Sun, Feb 18	92,558
Week beginning Sun, Feb 25	20,664



Ventura Port District

Feb 1, 2018 - Feb 28, 2018

5,352

Typical Day

7,904

Sat, Feb 17 - Busiest Day

6,847

Saturday Average

37,468

Typical Week

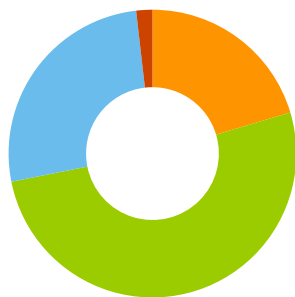
39,854

Peak Week Beginning Sun, Feb 11

149,866

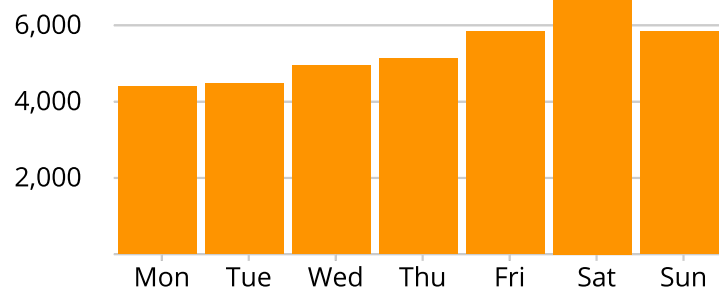
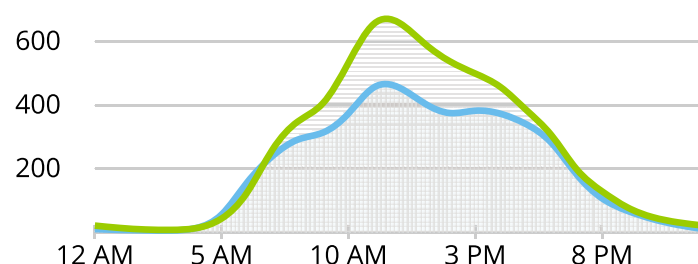
Total Visitors

Average Daily Activity



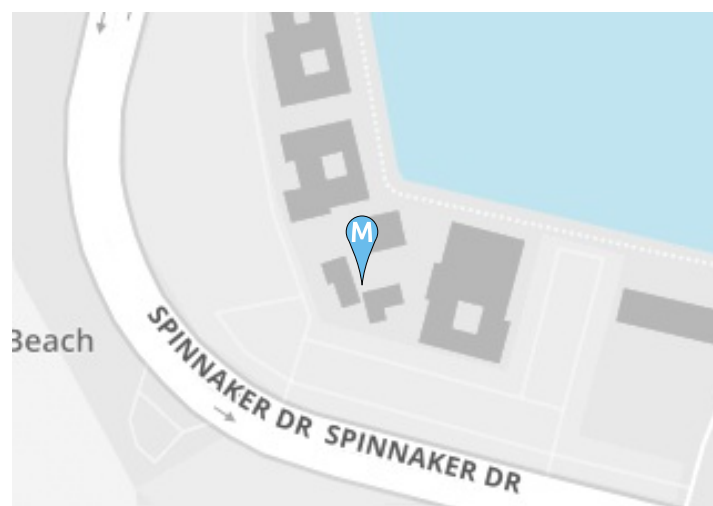
Hours	%	Total
5am - 11am	20%	1,091
11am - 5pm	51%	2,756
5pm - 11pm	26%	1,409
11pm - 5am	2%	97

Weekdays Weekends



Totals

Week beginning Sun, Jan 28	17,616
Week beginning Sun, Feb 4	34,847
Week beginning Sun, Feb 11	39,854
Week beginning Sun, Feb 18	38,240
Week beginning Sun, Feb 25	19,309



VENTURA PORT DISTRICT
DEPARTMENTAL STAFF REPORT

Meeting Date: March 28, 2018

TO: Board of Port Commissioners
CC: Oscar Peña, General Manager
FROM: Gloria Adkins, Accounting Manager
SUBJECT: Quarterly Treasurers Report

As of December 31, 2017, the District held cash and investments with a market value of \$12,046,457. Funds held in investments represent those not needed for general operating activities.

Local Agency Investment Fund (LAIF) holds 96% of the December 31, 2017 fund balance:

Enterprise (Operating) Fund	\$2,666,709
Dredging Reserve Fund	3,015,081
Capital Improvement Fund	5,780,496
Capital Improvement – Fisheries Fund	<u>123,995</u>
Total Funds	\$11,586,281

The Investment Portfolio Report for December 31, 2017 attached herewith includes all of the District's Funds.

Submitted by: Gloria Adkins Date: March 6, 2018
Gloria Adkins
Accounting Manager

ATTACHMENTS:

Attachment 1 – Investment Portfolio Report for December 31, 2017
Attachment 2 - LAIF Performance Report Quarter Ending December 31, 2017

ATTACHMENT 1

Ventura Port District Investment Portfolio Report Quarter Ending 12/31/2017

Security Type	Issuer	CUSIP Number	Maturity Date	Interest Rate	Par Value	Book Value	Percent of Portfolio	Market Value	Market Value Source
<u>Cash Investments</u>									
State Pool (LAIF)	LAIF-State Treasury		On Demand	1.20%	11,586,281	11,586,281	96%	11,564,192	LAIF
Total Cash Investments LAIF						\$ 11,586,281	96%	\$ 11,564,192	
<u>Cash Deposits</u>									
Demand Deposits-									
Main checking	Wells Fargo		On Demand	N/A	N/A	384,272	3%	384,272	Wells Fargo
Grant checking	Wells Fargo		On Demand	N/A	N/A	79,281	0.7%	79,281	Wells Fargo
Petty Cash	Ventura Port District		On Demand	N/A	N/A	1,608	0.01%	1,608	Ventura Port District
Total Cash Deposits						\$ 465,161	4%	\$ 465,161	
<u>Cash in County Treasurer's Pooled Investment Program</u>									
County Treasurer's Pool	Ventura County Treasury		On Demand	1.15%	17,104	17,104	0.14%	17,104	Ventura County Treasury
Total Cash in County Treasury						\$ 17,104	0.14%	\$ 17,104	
TOTAL ALL FUNDS						\$ 12,068,546	100%	\$ 12,046,457	

Notes:

I certify that this report accurately reflects all of the District's investments, and is in conformance with the adopted District Investment Policy. Furthermore, I certify to the best of my knowledge, sufficient investment liquidity and anticipated revenues are available to the meet the District's budgeted expenditure requirements for the next six months.

3/06/2018

Submitted by: *Shirley Adkins*

ATTACHMENT 2



JOHN CHIANG TREASURER STATE OF CALIFORNIA



PMIA Performance Report

Date	Daily Yield*	Quarter to Date Yield	Average Maturity (in days)
12/18/17	1.23	1.17	184
12/19/17	1.24	1.17	182
12/20/17	1.25	1.17	184
12/21/17	1.26	1.17	185
12/22/17	1.26	1.17	191
12/23/17	1.26	1.17	191
12/24/17	1.26	1.18	191
12/25/17	1.26	1.18	191
12/26/17	1.28	1.18	186
12/27/17	1.28	1.18	183
12/28/17	1.30	1.18	186
12/29/17	1.30	1.18	177
12/30/17	1.30	1.18	177
12/31/17	1.30	1.18	186
01/01/18	1.30	1.30	186
01/02/18	1.32	1.31	194
01/03/18	1.33	1.32	193
01/04/18	1.34	1.32	192
01/05/18	1.34	1.33	192
01/06/18	1.34	1.33	192
01/07/18	1.34	1.33	192
01/08/18	1.34	1.33	187
01/09/18	1.34	1.33	187
01/10/18	1.34	1.33	187
01/11/18	1.35	1.33	186
01/12/18	1.35	1.34	186
01/13/18	1.35	1.34	186
01/14/18	1.35	1.34	186
01/15/18	1.35	1.34	186
01/16/18	1.35	1.34	186
01/17/18	1.35	1.34	186

*Daily yield does not reflect capital gains or losses

[View Prior Month Daily Rates](#)

LAIF Performance Report

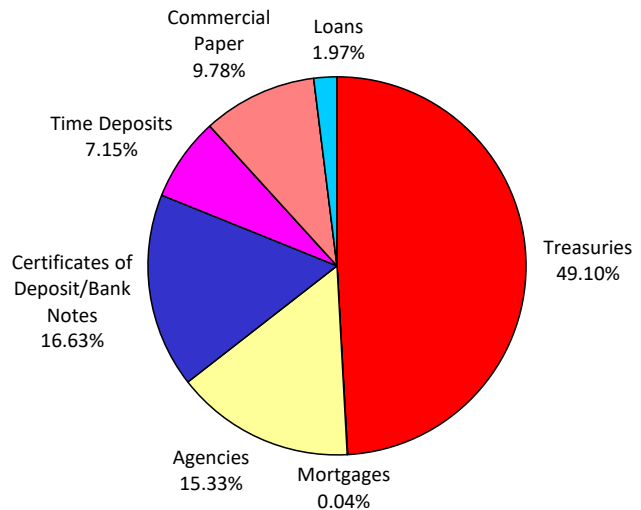
Quarter Ending 12/31/17

Apportionment Rate: 1.20%
 Earnings Ratio: .00003301121703481
 Fair Value Factor: 0.998093529
 Daily: 1.30%
 Quarter to Date: 1.18%
 Average Life: 186

PMIA Average Monthly Effective Yields

Dec 2017 1.239
 Nov 2017 1.172
 Oct 2017 1.143

Pooled Money Investment Account Portfolio Composition 12/31/17 \$74.3 billion





BOARD OF PORT COMMISSIONERS

MARCH 28, 2018

CONSENT AGENDA ITEM A

APPROVAL OF NEW RETAIL LEASE
AGREEMENT FOR VENTURA HARBOR
COMEDY CLUB

**VENTURA PORT DISTRICT
BOARD COMMUNICATION**

CONSENT AGENDA ITEM A
Meeting Date: March 28, 2018

TO: Board of Port Commissioners
FROM: Robin Baer, Property Manager
SUBJECT: New Retail Lease Agreement for Ventura Harbor Comedy Club
1559 Spinnaker Drive #205, 205A, B, C, D, E, 210

RECOMMENDATION:

That the Board of Port Commissioners approve a new Retail Lease Agreement between the Ventura Port District dba Ventura Harbor Village and Andy Randy, LLC dba Ventura Harbor Comedy Club for the premises located at 1559 Spinnaker Drive #205, 205A, B, C, D, E, 210 consisting of a total of 3,679 square feet and 200 square feet of patio for a two year term.

SUMMARY:

The Ventura Harbor Comedy Club has been a tenant since July 2008. We have re-negotiated with the tenant; they will now be signing a two year term lease.

BACKGROUND:

The Ventura Harbor Comedy Club is operated by seasoned Comedians Randy Lubas and Andres Fernandez. They feature some of the largest names in entertainment while nurturing the growth of local talent. Their venue is perfect for every celebration, especially birthdays, corporate parties, holiday celebrations and bachelor & bachelorette parties.

Tenant not only uses the premises for a comedy club, but is expanding their business to also offer music shows, storytelling and fundraisers.

FISCAL IMPACT:

This new lease reflects current market rental rates for retail space in the complex. The annual occupancy cost for this tenant is approximately \$66,000.00. The minimum rent over the two year term is adjusted annually by a step increase.

ATTACHMENTS:

None.



BOARD OF PORT COMMISSIONERS

MARCH 28, 2018

CONSENT AGENDA ITEM B

TERMINATION OF WAVE REALTY
OFFICE LEASE AND APPROVAL OF
NEW OFFICE LEASE FOR MOORHOUSE
FINANCIAL SERVICES, INC.

**VENTURA PORT DISTRICT
BOARD COMMUNICATION**

CONSENT AGENDA ITEM B
Meeting Date: March 28, 2018

TO: Board of Port Commissioners
FROM: Robin Baer, Property Manager
SUBJECT: Termination of Wave Realty Office Lease and Approval of New Office Lease for Moorhouse Financial Services, Inc., 1575 Spinnaker Drive #201

RECOMMENDATION:

That the Board of Port Commissioners:

- a) Approve the termination of an office lease agreement for Wave Realty, dated October 1, 2016 for the premises located at 1575 Spinnaker Drive #201, consisting of 439 square feet; and
- b) Approve a new office lease agreement for the premises located at 1575 Spinnaker Drive #201, consisting of 439 square feet between the Ventura Port District dba Ventura Harbor Village and Jeff M. Moorhouse dba Moorhouse Financial Services, Inc. for a three-year term.

SUMMARY:

Wave Realty has decided to close their business at the Village and requested early termination and Moorhouse Financial Services, Inc. would like to enter into a new office lease in this space.

BACKGROUND:

Wave Realty is a Real Estate Development company that has been a Village tenant since 2015. They currently have six months remaining on their lease and request early termination.

Moorhouse Financial Services, Inc. has one office in Carpinteria and would like to open a second office in Ventura where he resides. He provides an array of services (business, education, estate, retirement, etc.) whether you are an individual with personal and family goals or the person charged with the financial goals of your organization. They can fine tune financial and investment planning services essential to your success.

We will be terminating Wave Realty's current two year lease and entering into a new three year lease with Moorhouse Financial Services, Inc.

FISCAL IMPACT:

This new lease reflects current market rental rates for retail space in the complex. The lease will have a yearly step increase.

ATTACHMENTS:

None.



BOARD OF PORT COMMISSIONERS MARCH 28, 2018

STANDARD AGENDA ITEM 1 APPROVAL OF FINANCIAL STATEMENTS AND CHECKS

**VENTURA PORT DISTRICT
BOARD COMMUNICATION**

STANDARD AGENDA ITEM 1
Meeting Date: March 28, 2018

TO: Board of Port Commissioners
FROM: Gloria Adkins, Accounting Manager
SUBJECT: Approval of Financial Statements and Checks

RECOMMENDATION:

That the Board of Port Commissioners adopts Resolution No. 3348 to:

- a) Accept the following financial statements for the Quarter ended December 31, 2017;
and
- b) Review the payroll and regular checks for October through December 2017.

SUMMARY:

Attached for the Board's review are the financial statements for the quarter ended December 30, 2017 and the check registers for October through December 2017.

BACKGROUND:

The financial statements consist of Statement of Revenue and Expenses, Budget Analysis Notes, Annual Budget Compared to Year-to-Date Expenditures, Balance Sheet, Cash Flow Statement, Distribution of Cash, Comparison of Lease Rents, and a Three Year Comparative Statement of Revenue and Expenses.

The financial statements for the Aquaculture Grant Fund are included here as Attachment 3.

Operational Disbursements

The accounts payable check registers for October through December are located after all the financial statement documents as Attachment 4. The registers include a brief description of the purpose for each check.

I have explained some of the major accounts payable check expenditures below. (Regular payments such as monthly service contracts, utilities, legal services, etc. are not shown below as they are recurring each month.):

October 2017 -

- Noble Consultants Inc. was paid \$13,281 on 10/20/17 for services related to the Village dock renovation of slips D, G & H and the inspection of the fish pier.
- VPD-Grant Account was paid \$48,000 on 10/23/17 to supplement the Shellfish grant checking account until all of the grant reimbursements have been requested and paid.
- Financial Pacific Insurance Co. was paid \$36,044 on 10/25/17 for the final settlement on the Phase 2 Village project completed by J & T Engineering and Construction.

November 2017 -

- Marcos Ramos Painting was paid \$7,340 on 11/02/17 for four different projects – epoxy metal brackets and paint as needed underneath the staircase at 1567 Spinnaker, perform exterior dry rot repair/paint windows and paint entry way for National Park Service at 1691 Spinnaker, paint ADA stripes on steps located at National Park Service at 1431 Spinnaker, and perform exterior dry rot repair/paint around windows and doors at 1575 Spinnaker #106B (Barefoot Boutique).

- JV Custom Iron was paid \$7,000 on 11/17/17 for the final payment on handrails for the staircase on the promenade side of the Margarita Villa building and the handrails for steps on the promenade side of the space that Dive Shop vacated.
- Noble Consultants was paid \$46,514 on 11/17/17 for services related to the Village dock renovation of slips D, G & H and the inspection of the fish pier.
- White Nelson Diehl Evans LLP was paid \$10,500 on 11/17/17 as a progress payment on the FY16-17 financial audit.
- Garland/DBS, Inc. was paid \$132,907 on 11/30/17 as a progress payment on the Village roof renovation project.
- Kratos Construction was paid \$6,600 on 11/30/17 for office suite renovations to be performed at 1567 Spinnaker #203 & #205 (office above Hats Unlimited). He added a new circuit breaker panel, replaced and added new lighting, switches and outlets, installed new internet and phone lines, etc. Marcos Ramos performed all the painting and the wall and ceiling texturing in this suite.
- Toro Enterprises, Inc was paid \$182,311 on 11/30/2017 as a progress payment on the parking lot repair project. This project will resume in April to complete the slurry coating of the parking lots throughout the harbor.

December 2017 -

- Kratos Construction was paid \$18,300 on 12/15/17 for renovations in two Village office suites. He was paid a down payment for construction to be performed at 1567 Spinnaker #201 (above Potter's Guild) and he completed construction at 1559 Spinnaker #207 (office next to Comedy Club). He removed walls, constructed new walls and doors as specified, added new circuit breaker panels for new lighting, switches and outlets, installed new internet and phone lines, etc.
- Marcos Ramos Painting was paid \$8,890 on 12/15/17 for four projects – he performed all the painting and the wall and ceiling texturing in the office suite at 1567 Spinnaker #201 (above Potter's Guild), textured and painted new interior wall and door at 1559 Spinnaker #207 (office next to Comedy Club), Texture/painted new interior wall and window and repair/paint exterior doors 1567 Spinnaker #203 & #205 (office above Hats Unlimited).
- Ventura Harbor Boat Yard was paid \$13,510 on 12/15/17 for various repairs to Boat 19.
- Vortex was paid \$122,040 on 12/15/17 for a progress payment on the Village window replacement project.
- VPD-Grant Account was paid \$41,471 on 12/20/17 for the grant reimbursement payment from UCSD that was deposited to the District enterprise fund in error.

Details reflecting purchases made through the District's Chase Bank credit cards for October through December 2017 are included as Attachment 5.

Payroll Disbursements

The District has 26 bi-weekly pay periods per year; ten months of the year will have two regular payroll periods and two months will have three regular pay periods. October, November and December contained two regular pay periods each. The payroll for the month of December is higher than normal because it contains the quarterly accrued compensation hours pay-off run.

Fiscal Year 2016-17 Audit Update

The completion of the FY17 audit has been delayed by unforeseen circumstances by both parties, White Nelson Diehl Evans (WNDE) and the Port District. Staff received the first preliminary draft of the audit on 2/9/18 and the second preliminary draft on 2/26/18 for review. At this time, WNDE is waiting on staff to complete the Management's Discussion and Analysis Report so that they can review the document and include it in the final audit report. WNDE does not audit this report rather they review and assist staff to ensure all GASB required information is addressed in the document. At this time, staff hopes to present the final audit to the Board at the April 25th Board meeting or the May 9th Board meeting at the latest.

FISCAL IMPACT:

The Statement of Income and Expenses reflects a 'Change in Net Position' of \$988,199 for the period ended December 31, 2017.

ATTACHMENTS:

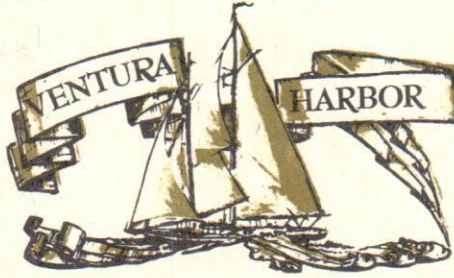
Attachment 1 – Resolution No. 3348

Attachment 2 – Statement of Income Expenses – Quarter Ended December 31, 2017

Attachment 3 – Aquaculture Fisheries Grant Fund Statement of Income Expenses

Attachment 4 – Accounts Payable Check Registers October - December 2017

Attachment 5 – Chase Credit Card Charges October – December 2017



RESOLUTION NO. 3348

**RESOLUTION OF THE BOARD OF PORT COMMISSIONERS OF THE
VENTURA PORT DISTRICT CONSENTING TO THE ACCEPTANCE OF THE
FINANCIAL STATEMENT AND APPROVAL OF CHECKS**

BE IT RESOLVED by the Board of Port Commissioners of the Ventura Port District, that:

- A. Accept the Financial Statements for the Quarter ended December 31, 2017;
- B. The following Checks are hereby reviewed:
 - 1) Payroll Checks #9410-9488 and direct deposits inclusive in the amounts of \$128,914 for October 2017 salaries, \$131,601 for November 2017 salaries, and \$162,864 for December 2017 salaries.
 - 2) Regular Checks #46654-47428, in the amounts of \$304,665 for October 2017 expenditures, \$616,391 for November 2017 expenditures, and \$316,075 for December 2017 expenditures.

PASSED, APPROVED, AND ADOPTED at a Regular Meeting of the Board of Port Commissioners of the Ventura Port District held on March 28, 2018, Resolution No. 3348 was adopted by the following vote:

AYES:
NOES:
Abstain:
Absent:

Attest:

Chairman

Secretary

(Seal)



ATTACHMENT 2

Ventura Port District Statement of Income and Expenses For the Period Ended December 31, 2017

	< ----- Quarter (3 mos) ----- >			< ----- Year-to-Date ----- >		
	Budget	Activity	Variance	Budget	Activity	Variance
OPERATING REVENUES						
Parcel Lease Income	\$ 851,500	\$ 841,674	\$ (9,826)	\$ 1,738,000	\$ 1,741,622	\$ 3,622
Dry Storage Income	30,000	31,588	1,588	60,000	62,067	2,067
Fisherman's Storage	18,740	18,339	(401)	37,100	36,678	(422)
Parking Income	12,000	11,634	(366)	39,000	34,827	(4,173)
Miscellaneous Income/Rentals	27,545	28,540	995	40,590	40,825	235
Village Income						
Harbor Village Lease Income	619,000	631,256	12,256	1,358,000	1,372,912	14,912
Commercial Fishing	137,200	142,865	5,665	205,900	217,518	11,618
Miscellaneous Income	1,395	2,527	1,132	2,740	5,945	3,205
Harbor Event Fees	7,200	3,078	(4,122)	14,500	11,656	(2,844)
Marketing Booth/Vendor Income	2,300	165	(2,135)	2,600	1,265	(1,335)
Co-Op Advert/Sponsorship	3,501	12,620	9,119	7,002	12,620	5,618
Merchants Promo Fund	25,650	25,803	153	51,300	51,474	174
Slip Rentals	202,000	214,137	12,137	427,000	427,052	52
Dock Electrical Income	4,500	4,260	(240)	9,000	9,291	291
C A M Income	84,000	83,639	(361)	166,500	167,264	764
Total Oper. Revenues	\$ 2,026,531	\$ 2,052,125	\$ 25,594	\$ 4,159,232	\$ 4,193,016	\$ 33,784

OPERATING EXPENSES

Personnel Expenses

Salaries & Wages						
Regular Salaries	\$ 506,085	\$ 506,349	\$ (264)	\$ 1,096,500	\$ 1,079,287	\$ 17,213
Part-time Help	17,100	14,944	2,156	37,000	30,407	6,593
Overtime Pay	34,900	28,013	6,887	55,400	52,243	3,157
Holiday Pay	11,650	8,658	2,992	22,750	15,127	7,623
Total Salaries & Wages	\$ 569,735	\$ 557,964	\$ 11,771	\$ 1,211,650	\$ 1,177,064	\$ 34,586
Other personnel expenses						
Retirement Contributions/Exp	\$ 110,190	\$ 122,065	\$ (11,875)	\$ 238,750	\$ 247,000	\$ (8,250)
Payroll Taxes	13,709	10,056	3,653	29,060	21,687	7,373
Worker's Comp Ins.	42,990	42,990	0	85,980	85,980	0
OPEB Liability	31,239	30,543	696	62,478	61,470	1,008
Medical & Life Ins.	70,734	69,947	787	141,468	137,324	4,144
Optional Benefit Plan	57,495	52,699	4,796	114,990	105,339	9,651
Uniforms & Tool Allowances	7,245	9,040	(1,795)	14,490	13,391	1,099
Total - Other Personnel Expenses	\$ 333,602	\$ 337,340	\$ (3,738)	\$ 687,216	\$ 672,191	\$ 15,025
Total Personnel Expenses	\$ 903,337	\$ 895,304	\$ 8,033	\$ 1,898,866	\$ 1,849,255	\$ 49,611

ATTACHMENT 2

Ventura Port District Statement of Income and Expenses For the Period Ended December 31, 2017

	< ----- Quarter (3 mos) ----- >			< ----- Year-to-Date ----- >		
	Budget	Activity	Variance	Budget	Activity	Variance
General Expenses						
Advertising	\$ 5,749	\$ 4,540	\$ 1,209	\$ 7,498	\$ 7,142	\$ 356
Leasing & Real Estate	4,998	6,101	(1,103)	9,996	9,946	50
Auto Mileage & Allowance	3,495	3,208	287	6,990	6,600	390
Auto/Boat Equip & Maint	44,995	29,296	15,699	74,090	51,097	22,993
Bad Debt	0	465	(465)	0	465	(465)
Bank Fees & Other Misc	3,850	1,489	2,361	7,750	5,635	2,115
Building Maintenance	100,255	122,052	(21,797)	182,510	172,154	10,356
Communications	11,250	10,000	1,250	22,500	18,104	4,396
Conferences & Training	18,540	10,960	7,580	29,080	13,774	15,306
Dock Maint. & Repair	11,100	6,495	4,605	21,300	8,946	12,354
Village Enhancements	7,500	0	7,500	15,000	0	15,000
Equipment Rental	3,375	5,749	(2,374)	6,750	7,822	(1,072)
General Insurance	66,498	66,498	0	132,996	132,996	0
Grounds Maintenance	56,505	55,554	951	86,010	80,862	5,148
General Harbor Maintenance	900	0	900	1,800	0	1,800
Janitorial Supplies	16,750	15,235	1,515	32,500	28,925	3,575
Land/Building Rental Expense	18,740	18,339	401	37,100	36,500	600
Marketing & Promotions	77,475	85,348	(7,873)	151,475	144,888	6,587
Memberships & Subscriptions	9,498	9,804	(306)	19,496	19,034	462
Office Supplies & Equipment	10,122	7,396	2,726	19,744	14,586	5,158
Computer Equip & Supplies	10,248	7,011	3,237	20,496	17,706	2,790
Operating Supplies	14,800	10,868	3,932	31,500	22,179	9,321
Other Equipment & Repairs	11,880	8,602	3,278	23,740	19,659	4,081
Professional Services - Legal	74,400	59,725	14,675	136,800	131,180	5,620
Professional/Outside Services	112,850	69,013	43,837	302,600	233,073	69,527
Prof. Serv.-VSE Aquaculture	18,000	6,271	11,729	53,000	40,729	12,271
Utilities	112,310	100,469	11,841	209,790	194,712	15,078
Dredging Related Expenses	54,455	43,869	10,586	97,390	86,384	11,006
Total General Expenses	\$ 880,538	\$ 764,357	\$ 116,181	\$ 1,739,901	\$ 1,505,098	\$ 234,803
Total Operating Expenses	\$ 1,783,875	\$ 1,659,661	\$ 124,214	\$ 3,638,767	\$ 3,354,353	\$ 284,414
Oper. Income(Loss) Before Deprec.	\$ 242,656	\$ 392,464	\$ 149,808	\$ 520,465	\$ 838,663	\$ 318,198
Depreciation	\$ 207,000	\$ 205,431	\$ 1,569	\$ 414,000	\$ 412,043	\$ 1,957
Operating Income (Loss)	\$ 35,656	\$ 187,033	\$ 151,377	\$ 106,465	\$ 426,620	\$ 320,155

ATTACHMENT 2

Ventura Port District Statement of Income and Expenses For the Period Ended December 31, 2017

	<----- Quarter (3 mos) ----->			<----- Year-to-Date ----->		
	Budget	Activity	Variance	Budget	Activity	Variance
NON-OPERATING REVENUES						
General						
Investment Income (Loss)	\$ 15,000	\$ 22,537	\$ 7,537	\$ 30,000	\$ 56,009	\$ 26,009
Tax Income	635,000	663,861	28,861	680,000	707,981	27,981
Intergov't Revenue	0	17,741	17,741	0	20,284	20,284
Sale of Fixed Assets	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>1,320</u>	<u>1,320</u>
Total General Non-Oper. Income	\$ 650,000	\$ 704,139	\$ 54,139	\$ 710,000	\$ 785,594	\$ 75,594
Special Funding						
DBAW Grants-Misc	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
DBAW Grant-Equipment	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
Total Special Funding	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
TOTAL NON-OPER. REVENUES	<u>\$ 650,000</u>	<u>\$ 704,139</u>	<u>\$ 54,139</u>	<u>\$ 710,000</u>	<u>\$ 785,594</u>	<u>\$ 75,594</u>
NON-OPERATING EXPENSES						
Interest Expense	\$ 6,645	\$ 6,642	\$ 3	\$ 224,390	\$ 224,015	\$ 375
Total Non-Oper. Expenses	\$ 6,645	\$ 6,642	\$ 3	\$ 224,390	\$ 224,015	\$ 375
Non-Operationing Income (Loss)	<u>\$ 643,355</u>	<u>\$ 697,497</u>	<u>\$ 54,142</u>	<u>\$ 485,610</u>	<u>\$ 561,579</u>	<u>\$ 75,969</u>
CHANGES IN NET POSITION	<u><u>\$ 679,011</u></u>	<u><u>\$ 884,530</u></u>	<u><u>\$ 205,519</u></u>	<u><u>\$ 592,075</u></u>	<u><u>\$ 988,199</u></u>	<u><u>\$ 396,124</u></u>

ATTACHMENT 2

Ventura Port District Budget Analysis For the Period Ended December 31, 2017

	Current Annual Budget	Current YTD Activity	Remaining Budget	% Remaining	Prior Year Annual Budget	Prior Year YTD Activity	Remaining Budget	% Remaining
INCOME								
Operating Income								
Parcel Lease Income	3,590,000	1,741,622	1,848,378	51	4,540,000	2,760,168	1,779,832	39
Dry Storage Income	120,000	62,067	57,933	48	110,000	62,064	47,936	44
Fisherman's Storage	74,000	36,678	37,322	50	70,000	35,750	34,250	49
Parking Income	72,000	30,308	41,692	58	70,000	31,731	38,269	55
Miscellaneous Income/Rentals	46,000	40,790	5,210	11	46,000	51,505	(5,505)	(12)
Village Income								
Harbor Village Lease Income	2,580,000	1,372,912	1,207,088	47	2,355,000	1,336,615	1,018,385	43
Commercial Fishing	340,000	217,518	122,482	36	230,000	146,106	83,894	36
Miscellaneous Income	5,500	10,499	(4,999)	(91)	5,500	11,124	(5,624)	(102)
Harbor Event Fees	29,000	11,656	17,344	60	34,500	16,743	17,757	51
Marketing Booth/Vendor Income	7,500	2,765	4,735	63	7,500	1,733	5,767	77
Co-Op Advert/Sponsorship	14,000	11,120	2,880	21	14,000	6,055	7,945	57
Merchants Promo Fund	105,000	51,474	53,526	51	95,000	49,233	45,767	48
Slip Rentals	865,000	427,052	437,948	51	880,000	446,546	433,454	49
Dock Electrical Income	25,000	9,291	15,709	63	30,000	13,488	16,512	55
C A M Income	<u>335,000</u>	<u>167,264</u>	<u>167,736</u>	<u>50</u>	<u>305,000</u>	<u>168,734</u>	<u>136,266</u>	<u>45</u>
Total Operating Income	\$ 8,208,000	\$ 4,193,016	\$ 4,014,984	49 %	\$ 8,792,500	\$ 5,137,595	\$ 3,654,905	42 %
Non-operating Income								
Investment Income	50,000	56,009	(6,009)	(12)	25,000	36,460	(11,460)	(46)
Tax Income	1,160,000	707,981	452,019	39	1,090,000	660,808	429,192	39
Intergov't Revenue	0	20,284	(20,284)	0	0	13,348	(13,348)	0
Sale of Fixed Assets	0	1,320	(1,320)	0	0	0	0	0
DBAW Grants-Misc	15,000	0	15,000	100	24,000	0	24,000	100
DBAW Grant-Equipment	15,000	0	15,000	100	55,000	0	55,000	100
City of Ventura	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>1,133</u>	<u>(1,133)</u>	<u>0</u>
Total Non-Operating Income	\$ 1,240,000	\$ 785,594	\$ 454,406	37 %	\$ 1,194,000	\$ 711,749	\$ 482,251	40 %
TOTAL INCOME	\$ 9,448,000	\$ 4,978,610	\$ 4,469,390	47 %	\$ 9,986,500	\$ 5,849,344	\$ 4,137,156	41 %
EXPENSES								
Personnel Expenses								
Salaries & Wages	2,410,500	1,177,064	1,233,436	51	2,310,000	1,103,161	1,206,839	52
Retirement Contributions	477,500	247,000	230,500	48	500,500	245,491	255,009	51
Payroll Taxes	51,000	21,687	29,313	57	40,500	18,654	21,846	54
Worker's Comp Ins.	172,000	85,980	86,020	50	185,000	110,070	74,930	41
OPEB Liability	124,956	61,470	63,486	51	124,280	61,265	63,015	51
Medical & Life Ins.	283,000	137,324	145,676	51	273,000	131,086	141,914	52
Other Employee Benefits	230,000	105,339	124,661	54	194,000	91,817	102,183	53
Uniforms & Tool Allowances	<u>29,500</u>	<u>13,391</u>	<u>16,109</u>	<u>55</u>	<u>30,500</u>	<u>12,267</u>	<u>18,233</u>	<u>60</u>
Total Personnel Expenses	\$ 3,778,456	\$ 1,849,255	\$ 1,929,201	51 %	\$ 3,657,780	\$ 1,773,811	\$ 1,883,969	52 %

ATTACHMENT 2

Ventura Port District Budget Analysis For the Period Ended December 31, 2017

	Current Annual Budget	Current YTD Activity	Remaining Budget	% Remaining	Prior Year Annual Budget	Prior Year YTD Activity	Remaining Budget	% Remaining
General Expenses								
Advertising	31,000	17,089	13,911	45	28,000	13,466	14,534	52
Auto Mileage & Allowance	14,000	6,600	7,400	53	11,500	4,800	6,700	58
Auto/Boat Equip & Maint	200,500	49,643	150,857	75	134,500	26,814	107,686	80
Bad Debt	18,000	465	17,535	97	25,000	0	25,000	100
Bank Fees & Other Misc	15,500	5,635	9,865	64	15,500	4,400	11,100	72
Building Maintenance	401,000	172,154	228,846	57	258,000	126,426	131,574	51
Bldg Maint-Tenant Improvments	42,000	0	42,000	100	500,000	38,538	461,462	92
Accessibility Improvements	0	0	0	0	60,000	2,028	57,972	97
Communications	45,000	20,562	24,438	54	50,000	25,702	24,298	49
Conferences & Training	65,000	13,774	51,226	79	59,000	11,129	47,871	81
Dock Maint. & Repair	44,500	8,946	35,554	80	44,500	15,243	29,257	66
Village Enhancements	30,000	0	30,000	100	30,000	4,763	25,237	84
Equipment Rental	19,500	7,822	11,678	60	21,500	6,829	14,671	68
General Insurance	266,000	132,996	133,004	50	224,000	132,000	92,000	41
Grounds Maintenance	156,000	80,862	75,138	48	154,000	83,121	70,879	46
General Harbor Maintenance	4,000	0	4,000	100	4,000	2,628	1,372	34
Janitorial Supplies	61,000	28,925	32,075	53	57,000	22,787	34,213	60
Judgements & Damages	0	1,454	(1,454)	0	0	0	0	0
Land/Building Rental Expense	74,000	36,500	37,500	51	70,000	35,925	34,075	49
Marketing & Promotions	289,000	144,888	144,112	50	285,000	111,460	173,540	61
Memberships & Subscriptions	21,500	19,034	2,466	11	23,000	20,118	2,882	13
Office Supplies & Equipment	39,500	14,554	24,946	63	39,500	14,513	24,987	63
Computer Equip & Supplies	41,000	17,706	23,294	57	23,000	6,047	16,953	74
Operating Supplies	61,000	19,720	41,280	68	65,000	22,942	42,058	65
Other Equipment & Repairs	45,500	19,659	25,841	57	42,000	18,395	23,605	56
Professional Services - Legal	265,000	131,180	133,820	50	225,000	140,542	84,458	38
Professional/Outside Services	640,000	273,802	366,198	57	498,500	188,834	309,666	62
Utilities	406,500	194,712	211,788	52	378,000	179,598	198,402	52
Dredging Related Expenses	<u>244,500</u>	<u>86,384</u>	<u>158,116</u>	<u>65</u>	<u>236,000</u>	<u>85,334</u>	<u>150,666</u>	<u>64</u>
Total General Expenses	\$ 3,540,500	\$ 1,505,066	\$ 2,035,434	57 %	\$ 3,561,500	\$ 1,344,382	\$ 2,217,118	62 %
Non-operating Expenses								
Interest Expense	440,000	224,015	215,985	49	440,000	210,678	229,322	52
Boat Motor Replacement	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>55,000</u>	<u>0</u>	<u>55,000</u>	<u>100</u>
Total Non-Oper. Expenses	\$ 440,000	\$ 224,015	\$ 215,985	49 %	\$ 495,000	\$ 210,678	\$ 284,322	57 %
TOTAL EXPENSES	\$ 7,758,956	\$ 3,578,336	\$ 4,180,620	54 %	\$ 7,714,280	\$ 3,328,871	\$ 4,385,409	57 %

ATTACHMENT 2

Ventura Port District Budget Analysis For the Period Ended December 31, 2017

	Current Annual Budget	Current YTD Activity	Budget Funds Remaining
CAPITAL IMPROVEMENT PROJECTS/EQUIPMENT			
Automotive	\$ 51,000	\$ 11,182	\$ 39,818
Watercraft & Equipment	30,000	0	30,000
Assets -Fish Pier Crane/Hoist	150,000	4,110	145,890
Assets-Beach Brick Walls	20,000	0	20,000
Assets-Pay&Display machine	45,000	0	45,000
Assets-Building Improve-Replace	145,000	129,073	15,927
Assets-Village roof system	680,000	434,505	245,495
Assets-HVAC 1583 Marketing Offi	18,000	9,200	8,800
Assets-VHV Fish Pier Improv	400,000	21,860	378,140
Assets-Vlg Parkinglot Trash Enclos	65,000	0	65,000
Assets-Village Painting	60,000	9,286	50,714
Assets-1583 Spinnaker	110,000	45,498	64,502
Assets-HVAC System 1691 Bldg	10,000	0	10,000
Assets-Beach Refurbish Showers	25,000	0	25,000
Assets-Parkinglot repairs&slurry	400,000	198,854	201,146
Assets-BS Tap Room Renovation	350,000	0	350,000
Assets-Carousel Bldg-Renovation	300,000	0	300,000
Assets-ADA Restroom Improv-159	65,000	0	65,000
Assets-AirCon Unit-Lost Socks	10,000	0	10,000
Assets-NPS Seismic Evaluation	20,000	0	20,000
Assets-BS Tap Room-Utility Upgra	104,000	0	104,000
Assets-Carousel Courtyard/Prome	500,000	384,203	115,797
Assets-VHV Marina Part G&H Doc	<u>75,000</u>	<u>102,942</u>	<u>(27,942)</u>
Total Capital Improvements	\$ 3,633,000	\$ 1,350,713	\$ 2,282,287

ATTACHMENT 2

Ventura Port District Balance Sheet For the Period Ended December 31, 2017

CURRENT ASSETS

Cash in Banks	3,047,603
Accounts Receivable	532,369
Intercompany Receivable-Grant Fund	120,000
Notes Receivable	1,780
Taxes Receivable	62,522
Interest Receivable	33,684
Prepaid Expenses	340,596
Inventory of supplies	51,892
TOTAL CURRENT ASSETS	<u>\$4,190,446</u>

RESTRICTED ASSETS

Cash - Dredging	3,015,081
Cash - Improvement	5,780,496
Cash - Fisheries Complex	123,995
TOTAL RESTRICTED ASSETS	<u>\$8,919,572</u>

FIXED ASSETS

Land	2,342,629
Harbor Improvements	37,664,313
Equipment	1,613,856
	41,620,798
Accumulated depreciation	(16,486,681)
NET FIXED ASSETS	<u>\$25,134,117</u>

TOTAL ASSETS \$38,244,135

DEFERRED OUTFLOWS OF RESOURCES

Deferred amount on refundings	254,777
Deferred amount on pension plan	1,077,912
TOTAL DEFERRED OUTFLOWS OF RESOURCES	<u>\$1,332,689</u>

**TOTAL ASSETS AND DEFERRED
OUTFLOWS OF RESOURCES**

\$39,576,824

CURRENT LIABILITIES

Accounts Payable	914,224
Accrued Interest Payable	174,630
Current Portion of Long Term Debt	829,100
Current Portion OPEB Liability	10,962
Accrued Liabilities	57,375
Current Portion of Compensated Absences	170,963
TOTAL CURRENT LIABILITIES	<u>\$2,157,254</u>

LONG TERM DEBT

ltd - Notes Payable	11,456,900
TOTAL LONG TERM DEBT	<u>\$11,456,900</u>

OTHER LIABILITIES

OPEB Liability-Long Term	673,982
Compensated Absences-Long Term	73,885
Net Pension Liability	3,183,350
Unearned Revenue	171,777
Security Deposits	281,770
TOTAL OTHER LIABILITIES	<u>\$4,384,764</u>

TOTAL LIABILITIES \$17,998,918

EQUITY

Contributed Capital	4,632,128
Retained Earnings-Reserved	645,536
Retained Earnings- Unreserved	15,085,015
Current Year Retained Earnings	988,199
TOTAL EQUITY	<u>\$21,350,878</u>

DEFERRED INFLOW OF RESOURCES

Deferred amount from pension plan	227,028
TOTAL DEFERRED INFLOW OF RESOURCES	<u>\$227,028</u>

**TOTAL LIABILITIES, EQUITY, AND
DEFERRED INFLOW OF RESOURCES**

\$39,576,824

Monthly Report
(Unaudited)

ATTACHMENT 2

Ventura Port District Cashflow Statement As of December 31, 2017

Enterprise Fund (Includes Grant Fund)

Operating Income	4,234,487
Non-Operating Income	785,594
Total Income	<u>\$ 5,020,081</u>
Operating Expenses	3,818,570
Non-Operating Expenses	224,015
Total Expenses	<u>\$ 4,042,585</u>
Change in Net Position-Accrual Basis	\$ 977,496
Cashflows for Capital and Financing Activities:	
Principle paid on debt	(739,500)
Deferred amount on refundings	13,283
Acquisitions/Retirements of Capital Assets	<u>(1,350,714)</u>
Net Cash provided (used) by Capital & Financing	\$ (2,076,931)
Operating Income Adjustments:	
Depreciation	412,043
(Increase)decrease in receivables	(147,584)
(Increase)decrease in prepaid Items	26,465
Increase(decrease) in payables	343,718
Increase(decrease) in unearned revenue	(40,181)
Increase (decrease) in tenant deposits	<u>(714)</u>
Net Cash provided by Operating Activities	\$ 593,747
NET Increase (Decrease) in Cash	\$ (505,688)
Add: Beginning Cash 7/1/17	\$ 12,552,144
Ending Cash at 12/31/17	\$ 12,046,456

Monthly Report
(Unaudited)

ATTACHMENT 2

Ventura Port District
Distribution of Cash as of
December 31, 2017

<u>Enterprise Fund</u>	Current Balance
<u>Cash</u>	
Cash on Hand (undeposited)	1,608
Cash in Checking (Wells Fargo Bank)	384,272
Cash in County Treasury	17,104
Total Cash Available for Normal Operations	<u>\$ 402,984</u>
 <u>Investments Unrestricted Reserves</u>	
Local Agency Investment Fund (LAIF)	<u>2,644,619</u>
Total Investments Unrestricted Reserves	<u>\$ 2,644,619</u>
 <u>Dredging Reserves</u>	
Local Agency Investment Fund (LAIF)	<u>3,015,081</u>
Total Dredging Reserves	<u>\$ 3,015,081</u>
 <u>Capital Improvement Reserves</u>	
Local Agency Investment Fund (LAIF)	<u>5,780,496</u>
Total Capital Improvement Reserves	<u>\$ 5,780,496</u>
 <u>Fisheries Complex Reserves</u>	
Local Agency Investment Fund (LAIF)	<u>123,995</u>
Total Fisheries Complex Reserves	<u>\$ 123,995</u>
 <u>Aquaculture Grant Funds</u>	
Cash in Checking (Wells Fargo Bank)	<u>79,281</u>
Total Aquaculture Grant Funds	<u>\$ 79,281</u>
 TOTAL CASH AND INVESTMENTS	<u><u>\$ 12,046,456</u></u>

ATTACHMENT 2

Ventura Port District Comparison of Lease Rent

	Year to Date Ended <u>12/31/2017</u>	Year to Date Ended <u>12/31/2016</u>	Increase (Decrease)	
Parcel Leases				
Ventura Harbor Marine Assoc	124,395	107,433	16,962	16%
Dave's Fuel Dock	6,876	6,592	284	4%
Sheraton 4 Points-Harbortown	284,201	264,268	19,933	8%
Harbortown Point	5,409	4,626	783	17%
Oceans West Marina	160,295	153,333	6,962	5%
Ventura Isle Marina	386,798	346,221	40,577	12%
Ventura Marina Mobile Park	221,635	218,712	2,923	1%
Ventura West Marina	264,219	255,103	9,116	4%
Ventura Yacht Club	62,098	60,632	1,466	2%
Vta Harbor Boatyard	75,696	62,000	13,696	22%
Portside Partners Ventura Harbor	150,000	81,250	68,750	85%
Total Parcel Lease	<u>1,741,622</u>	<u>1,560,169</u>	<u>181,453</u>	12%
Appreciation rent & Option Fee	<u>-</u>	<u>1,200,000</u>	<u>(1,200,000)</u>	
Total Parcel Leases	1,741,622	2,760,169	(1,018,547)	-37%
Ventura Harbor Village				
Retail Rents	248,187	255,314	(7,127)	-3%
Restaurant Rents	576,690	558,779	17,911	3%
Office Rents	316,855	309,062	7,793	3%
Charters	231,180	213,460	17,720	8%
Total Village	<u>1,372,912</u>	<u>1,336,615</u>	<u>36,297</u>	3%
Commercial Fishing	217,518	146,106	71,412	49%
TOTAL	3,332,052	4,242,890	(910,838)	-21%

Monthly Report
(Unaudited)

ATTACHMENT 2

Ventura Port District Three Year Comparative For the Current Quarter and Year to Date

	Quarter Ending December 31st			Year-To-Date December 31st			% change FY16-17 to Current Yr
	2015-16	2016-17	Current	2015-16	2016-17	Current	
<u>Operating Income</u>							
Parcel Leases	703,539	764,046	841,674	1,477,609	1,560,168	1,741,622	12%
Option Fee		1,200,000			1,200,000		
Dry Storage	28,108	30,825	31,588	54,193	62,064	62,067	0%
Other Operating	68,319	56,700	58,513	138,035	125,561	112,380	-10%
Harbor Village Leases	573,680	602,734	631,256	1,240,888	1,336,615	1,372,912	3%
Commercial Fishing	62,140	71,128	142,865	121,976	146,106	217,518	49%
Slips	238,460	231,191	214,137	459,324	446,546	427,052	-4%
CAM	76,236	85,765	83,639	149,286	168,734	167,264	-1%
Marketing	21,498	24,879	25,803	42,797	49,233	51,474	5%
Electrical Slips	9,629	8,948	4,260	15,202	13,488	9,291	-31%
Other Operating	20,965	25,966	18,390	50,325	29,080	31,436	8%
Total Operating Income	1,802,574	3,102,182	2,052,125	3,749,635	5,137,595	4,193,016	-18%
<u>Operating Expenses</u>							
Harbor Patrol	331,834	252,615	285,747	641,151	594,548	649,751	9%
Maintenance	404,091	303,803	349,381	901,222	565,874	603,009	7%
Administration	446,247	449,140	471,070	946,517	936,090	1,021,776	9%
Marina	165,525	164,400	168,898	327,427	326,766	334,332	2%
C A M	210,743	196,453	202,778	433,286	409,102	406,530	-1%
Marketing	103,968	106,717	137,918	231,165	200,478	252,571	26%
Dredging	51,164	42,674	43,869	94,409	85,334	86,384	1%
Total Operating Expenses	1,713,572	1,515,802	1,659,661	3,575,177	3,118,192	3,354,353	8%
NET OPERATING INCOME	89,002	1,586,380	392,464	174,458	2,019,403	838,663	-58%
<u>Non-operating Income</u>							
Interest	1,145	19,258	22,537	10,310	36,460	56,009	54%
Taxes	605,895	631,331	663,862	629,224	660,808	707,981	7%
Other	-	13,348	17,741	-	14,481	21,604	49%
Total Non-operating Income	607,040	663,937	704,140	639,534	711,749	785,594	10%
<u>Non-Operating Expenses</u>							
Depreciation	240,156	213,010	205,432	480,310	427,142	412,043	-4%
Debt Service	4,311	6,642	6,642	436,983	210,678	224,015	6%
Other	-	-	-	-	-	-	
Total Non-operating Expenses	262,467	219,652	212,074	935,293	637,820	636,058	0%
NET NON-OPER. INCOME	344,573	444,285	492,066	(295,759)	73,929	149,536	102%
NET CHANGE IN POSITION	433,575	2,030,665	884,530	(121,301)	2,093,332	988,199	-53%

Monthly Report
(Unaudited)

ATTACHMENT 3

Ventura Port District
Aquaculture Fisheries Study Grant Fund
Statement of Income, Expense and Change in Net Position
For the Period Ended December 31, 2017

INCOME

VSE Grant Reimbursement	41,471
Total Income	<u>41,471</u>

EXPENSES

Legal-VSE Grant	11,525
Professional Services	40,649
Total Expenses	<u>52,174</u>

CHANGE IN NET POSITION

(10,703)

Monthly Report
(Unaudited)

ATTACHMENT 3

Ventura Port District
Aquaculture Fisheries Study Grant Fund
Balance Sheet
For the Period Ended December 31, 2017

CURRENT ASSETS

Cash in Banks	79,281
Accounts Receivable-Grant	41,471
TOTAL CURRENT ASSETS	<u>\$120,752</u>

CURRENT LIABILITIES

Accounts Payable	11,455
Intercompany Payable-Enterprise Fund	120,000
TOTAL CURRENT LIABILITIES	<u>\$131,455</u>

LONG TERM ASSETS

Long Term Assets	0
TOTAL LONG TERM ASSETS	<u>0</u>

EQUITY

Retained Earnings	-
Current Year Retained Earnings	(10,703)
TOTAL EQUITY	<u>(\$10,703)</u>

TOTAL ASSETS	<u><u>\$120,752</u></u>
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TOTAL LIABILITIES AND EQUITY	<u><u>\$120,752</u></u>
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Monthly Report
(Unaudited)

ATTACHMENT 4

Accounts Payable Check Register - October 2017

Ventura Port District
Wells Fargo Enterprise Fund

11/09/2017

Check	Date	Payee	Name	Description	Amount	Voided Amount
46654	10/05/17	1036	Accurate First Aid Services	Replenish first aid stations	149.08	
46655	10/05/17	1045	ADT Security Services	NPS Alarm monitoring	179.85	
46656	10/05/17	1060	AFLAC	Salary reduction benefit	1,381.03	
46657	10/05/17	1148	Alma Olmos	Mileage reimbursement	50.29	
46658	10/05/17	1440	Beacon Marine Chandlery Inc	Misc. fasteners and shop supplies	200.05	
46659	10/05/17	1674	Card Integrators	Annual database maintenance-VPD employee ID cards	120.00	
46660	10/05/17	1737	C.M.A.N.C.	Annual membership	2,100.00	
46661	10/05/17	1915	Cintas Corp	Uniform rental/cleaning, door mats, rags	599.48	
46662	10/05/17	2331	Dial Security Inc	Dockmaster/security coverage	1,100.00	
46663	10/05/17	2446	DocuProducts	Copier maintenance fees	412.69	
46664	10/05/17	2604	E.J. Harrison & Sons Inc.	Trash service	8,283.21	
46665	10/05/17	2751	Empire Cleaning Supply	Janitorial supplies	1,044.67	
46666	10/05/17	2980	Fausset Printing, LLC	Marketing-Car Show posters	125.00	
46667	10/05/17	2986	Ferguson Enterprises Inc.	Harbor Cove beach restroom faucets/parts	354.80	
46668	10/05/17	3050	All That's Fit to Print	Marketing-ad production	680.00	
46669	10/05/17	3155	Franchise Tax Board	Payroll deduction	439.60	
46670	10/05/17	3490	Grainger Inc.	Restroom blowers, Hydraulic restroom door closers, small tools	1,028.15	
46671	10/05/17	4057	Health & Human Resource Center	Employee Assistance Program (EAP)	177.14	
46672	10/05/17	4247	Jani-King of CA Inc.	Janitorial Service in Village	5,150.63	
46673	10/05/17	4293	Jennifer Talt-Lundin	Conference expense reimbursement	108.67	
46674	10/05/17	4411	John Collins	CALBO Conference expense reimbursement	940.00	
46675	10/05/17	4939	Life-Assist Inc.	Patrol - medical/safety supplies	112.44	
46676	10/05/17	5016	Lowe's	water, plumbing parts, lumber, gloves, concrete repair, small tools	756.71	
46677	10/05/17	5190	Matilija Water	Reverse osmosis water system	45.00	
46678	10/05/17	5210	McCormix Corp.	Fuel for maintenance vehicles	323.09	
46679	10/05/17	5213	McMaster-Carr	Shop supplies-towels	43.21	
46680	10/05/17	5625	ReadyRefresh	Bottled water service	110.33	
46681	10/05/17	5946	Office Max	Copy machine paper and envelopes	156.81	
46682	10/05/17	6201	Pamela Griffin	Wellness program instructor	140.00	
46683	10/05/17	7000	Richard W. Parsons	CMANC Fall Conference expense reimbursement	831.20	
46684	10/05/17	7296	Searle Creative Group	Marketing-social media advertising/production	570.00	
46685	10/05/17	7434	Southern Calif. Edison	Utilities	1,652.35	
46686	10/05/17	7572	Standard Insurance Company	Group Term Life/Long-term Disability	3,439.66	
46687	10/05/17	7719	Teamsters Local No. 186	Union dues for Dockmasters	160.00	
46688	10/05/17	7768	ThyssenKrupp Elevator Corp	repairs to 1559 Spinnaker elevator (Brophy's bldg)	2,211.41	
46689	10/05/17	8233	Venco Power Sweeping, Inc	Monthly fish pier sweeping	130.00	
46690	10/05/17	8251	Ventura Water	Utilities	575.41	

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Accounts Payable Check Register - October 2017

Ventura Port District

11/09/2017

Wells Fargo Enterprise Fund

Check	Date	Payee	Name	Description	Amount	Voided Amount
46691	10/05/17	8262	Ventura Isle Marina	Reimbursement of vehicle towing expense	140.00	
46692	10/05/17	8267	Ventura Harbor Marina & Yacht	Haul & bottom clean Patrol boat 17	144.45	
46693	10/05/17	8453	Virtual Pacific Networks	IT Services	6,689.40	
46694	10/05/17	8501	Warren Distributing Inc.	Vehicle parts	37.15	
46695	10/05/17	8651	Yama Lawn Mower Service	Landscape edger tool and misc. tool repairs	1,025.97	
46696	10/05/17	16231	Brophy Bros. ** Voided **	Tenant requested direct payment to vendor for repairs		1,289.10
46697	10/05/17	22900	Destination Creative Group LLC	Marketing-advertising	2,126.00	
46698	10/05/17	23351	Diamond A Equipment	Small tool engine oil	62.84	
46699	10/05/17	26531	eDistsecurity	Parts to repair Village key card system door locks	717.99	
46700	10/05/17	42471	JaniTek Cleaning Solutions	Janitorial service for National Park Service Offices	1,221.00	
46701	10/05/17	51731	Marcos Ramos Painting	NPS window frame dry rot repair/paint & refurbish Bench-Village	3,350.00	
46702	10/05/17	61991	P & R Paper Supply Co.	Janitorial supplies	757.93	
46703	10/05/17	74343	Sommerville Associates	Marketing public relations services	2,000.00	
46704	10/05/17	79652	Traffic Technologies LLC	Temporary parking signs	161.63	
46705	10/05/17	85219	West Marine Pro	Patrol boat parts	40.64	
46706 - 47050			Checks voided-Bank having intermittent problems reading MICR lines-Began using new batch of checks			0.00
47051	10/20/17	7000	Richard W. Parsons	Dredging/Project Management services	8,888.00	
47052	10/20/17	1679	Carpi & Clay	Washington lobbyist	5,000.00	
47053	10/20/17	1725	CED (Consolidated Electrical Distributors)	Misc. shop supplies	262.68	
47054	10/20/17	1915	Cintas Corp	Uniform rental/cleaning, door mats, rags	544.40	
47055	10/20/17	2004	Coastal Pipco	Landscape tool	84.73	
47056	10/20/17	2069	Creative Resource Group	Marketing-ad production-Trolley art work	680.00	
47057	10/20/17	2100	CyberCopy Inc.	Conference materials	434.77	
47058	10/20/17	2202	Dave's	Patrol boat fuel	2,402.27	
47059	10/20/17	2331	Dial Security Inc	Dockmaster/security coverage	1,400.00	
47060	10/20/17	2604	E.J. Harrison & Sons Inc.	Trash service	440.49	
47061	10/20/17	2751	Empire Cleaning Supply	Janitorial supplies	547.94	
47062	10/20/17	2935	Farmer Bros. Co	Coffee supplies	182.10	
47063	10/20/17	2936	Fast Signs	Village accessibility signage	1,612.55	
47064	10/20/17	2980	Fausset Printing, LLC	Marketing-Happier Seaside poster	98.00	
47065	10/20/17	2986	Ferguson Enterprises Inc.	Dockmaster office air conditioner vent	75.26	
47066	10/20/17	3050	All That's Fit to Print	Marketing-ad production	2,130.78	
47067	10/20/17	3155	Franchise Tax Board	Payroll deduction	439.60	
47068	10/20/17	3457	Gov't Finance Officers Assoc. (GFOA)	Annual membership	310.00	
47069	10/20/17	3490	Grainger ** Voided **	Voided to correct posting of one invoice-correction paid 10/26/17		2,189.55
47070	10/20/17	3492	Green Thumb International	Landscape equipment parts and plants	203.95	
47071	10/20/17	3592	Hansen's Plumbing, Inc.	Emergency sewer line repair Village H dock pump-out	1,230.00	

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Ventura Port District
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Check	Date	Payee	Name	Description	Amount	Voided Amount
47072	10/20/17	3602	Happenings Magazine	Marketing-advertising	506.00	
47073	10/20/17	3967	Island Packers	Deposit on cruise for District Parade of Lights party	3,000.00	
47074	10/20/17	4295	Jensen Design & Survey Inc.	Services on the pavement repair and slurry seal project	560.00	
47075	10/20/17	4742	Kratos Construction	3 jobs in Village and 2 jobs at VPD headquarters	4,905.00	
47076	10/20/17	4852	Lagerlof Senecal Gosney	Legal services	16,951.50	
47077	10/20/17	4939	Life-Assist Inc.	Patrol - medical/safety supplies	28.02	
47078	10/20/17	4943	Liebert Cassidy Whitmore	HR services pertaining to CalPERS	175.00	
47079	10/20/17	5210	McCormix Corp.	Fuel for maintenance vehicles	488.11	
47080	10/20/17	5213	McMaster-Carr	Shop supplies	78.89	
47081	10/20/17	5505	Muzicraft Inc.	Ambient music in Village	329.50	
47082	10/20/17	5744	Noble Consultants Inc.	Services pertaining to Village docks D,G,H and inspect fish pier	13,281.00	
47083	10/20/17	6030	3Digit Media	Marketing-advertising	955.00	
47084	10/20/17	6178	PERS Long Term Care Program	Salary reduction benefit	224.37	
47085	10/20/17	6194	Pacific Oil Company	Used oil pick-up	65.00	
47086	10/20/17	6283	Petty Cash Fund	Phase 3 fire pit SCG gas meter install, shop stock cables	647.75	
47087	10/20/17	6361	Pitney Bowes	Postage meter lease/Vlg office	34.72	
47088	10/20/17	6409	Plauche & Carr	VSE Aquaculture	2,035.00	
47089	10/20/17	6470	LegalShield	Salary reduction benefit	166.40	
47090	10/20/17	6687	RRM Design Group Inc.	Phase 3 construction	4,112.50	
47091	10/20/17	7229	Sam's Club/GECF	Patrol operating supplies	108.68	
47092	10/20/17	7240	AT&T	Harbor Patrol emergency land line	68.92	
47093	10/20/17	7296	Searle Creative Group	Marketing-social media advertising/production	665.00	
47094	10/20/17	7354	SSD Systems	Upgrade/install version/licensing-Key Card computer system	3,914.87	
47095	10/20/17	7410	Smith Pipe & Supply Inc.	Landscape plumbing	318.91	
47096	10/20/17	7434	Southern Calif. Edison ** Voided **	Check stub used to list invoices		0.00
47097	10/20/17	7434	Southern Calif. Edison	Utilities	8,960.74	
47098	10/20/17	7622	Sweet Pea Flowers & Gifts	Employee sympathy gift for death in family	52.74	
47099	10/20/17	7761	The Gas Company	Utilities	423.12	
47100	10/20/17	7762	The Home Depot	Metalworking Horizontal and Vertical Band Saw with stand	639.81	
47101	10/20/17	7777	The Signal	Marketing-Advertising	334.00	
47102	10/20/17	8239	Ventura County Reporter	Marketing-Advertising	545.00	
47103	10/20/17	8241	Ventura County Star	Marketing-Advertising	2,835.84	
47104	10/20/17	8244	Ventura Harbor Storage	Fishermen's storage/net repair area	6,113.01	
47105	10/20/17	8250	Ventura Visitors & Convention	Marketing-space rent	225.00	
47106	10/20/17	8251	Ventura Water ** Voided **	Check stub used to list invoices		0.00
47107	10/20/17	8251	Ventura Water	Utilities	35,728.45	
47108	10/20/17	8531	Whisenhunt Communication	Public relations services	37.50	

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<u>Check</u>	<u>Date</u>	<u>Payee</u>	<u>Name</u>	<u>Description</u>	<u>Amount</u>	<u>Voided Amount</u>
47109	10/20/17	8534	HDS White Cap Const. Supply	bench install kit/dock repair parts	688.70	
47110	10/20/17	8715	Zep Sales & Service	Janitorial cleaning supplies	1,059.50	
47111	10/20/17	11415	Alertline Communications	Elevator emergency phone service-quarterly	630.00	
47112	10/20/17	11457	Alexandria Pico	Marketing-ad production	70.00	
47113	10/20/17	11468	All Pest & Repair, Inc	Special treatment Brophy's exterior dining patio area	1,289.00	
47114	10/20/17	12300	AT&T Business Services	Village office Uverse internet-wi-fi service	150.78	
47115	10/20/17	14580	Blake Stok	Services pertaining to Shellfish project	2,440.00	
47116	10/20/17	16231	Brophy Bros. ** Voided **	Printed in error		1,289.10
47117	10/20/17	20200	CoStar Realty Information, Inc	Leasing marketing data software	952.72	
47118	10/20/17	25351	Dudek	VSE Aquaculture	1,171.34	
47119	10/20/17	42471	JaniTek Cleaning Solutions	Janitorial service for National Park Service Offices	450.00	
47120	10/20/17	50071	LoopNet	Internet leasing advertising	369.95	
47121	10/20/17	51731	Marcos Ramos Painting	Beach Break window/dry rot repair & 1559 #109 refurbish patio	5,050.00	
47122	10/20/17	61991	P & R Paper Supply Co.	Janitorial supplies	858.66	
47123	10/20/17	62810	Peter Holguin Construction Inc	Replace 2 sets of doors/hardware/locksets for Nat'l Park Service	4,160.00	
47124	10/20/17	75712	Stacey Reed	Marketing-event production	45.00	
47125	10/20/17	76013	Suncat Creations	Marketing-event production	150.00	
47126	10/20/17	80980	Univ of CA-Innovation Alliance	VSE-Sea Sketch services	4,974.00	
47127	10/20/17	82201	Valley Scene Magazine	Marketing-Advertising	315.00	
47128	10/23/17	82823	VPD-Grant Account	Funds for Shellfish Initiative grant checking acct	48,000.00	
47129	10/25/17	30480	Financial Pacific Insurance Co	Phase 2 accessibility contract settlement on J&T Engineering	36,044.00	
47130	10/26/17	1011	Abel Gamino	Refund for return of surplus sale storage container	275.00	
47131	10/26/17	2751	Empire Cleaning Supply	Janitorial supplies	969.75	
47132	10/26/17	3490	Grainger Inc.	Janitorial carts, restroom blower, shop stock	1,973.57	
47133	10/26/17	13851	Balloons To Go	Marketing-event production	150.85	
47134	10/26/17	24350	Dog Waste Depot	Mutt Mitts refills	775.67	
47135	10/26/17	7346	Shell Fleet Plus	Patrol vehicle fuel	811.64	
Total Check Register					<u>\$304,664.96</u>	<u>\$4,767.75</u>

Wells Fargo Grant Fund

<u>Check</u>	<u>Date</u>	<u>Payee</u>	<u>Name</u>	<u>Description</u>	<u>Amount</u>	<u>Voided Amount</u>
1048	10/20/17	25351	Dudek	VSE Aquaculture Grant	13,014.91	
1049	10/20/17	82823	** Voided **	printing error		0.00
1050	10/20/17	6409	Plauche & Carr	VSE Aquaculture Grant	6,517.50	
Total Check Register					<u>\$19,532.41</u>	<u>\$0.00</u>

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<u>Check</u>	<u>Date</u>	<u>Payee</u>	<u>Name</u>	<u>Description</u>	<u>Amount</u>	<u>Voided Amount</u>
47136	11/02/17	1060	AFLAC	Salary reduction benefit	1,381.03	
47137	11/02/17	1154	Alejandra's Nursery	Plants for Village	1,012.85	
47138	11/02/17	1168	Amsterdam Printing	Advertising supplies	344.90	
47139	11/02/17	1492	Big Brand Tire Company	Patrol Vehicle -labor to install/balance tires	95.73	
47140	11/02/17	1725	CED (Consolidated Electrical Distributors)	Village lighting	1,281.90	
47141	11/02/17	1915	Cintas Corp	Uniform rental/cleaning, door mats, rags	477.03	
47142	11/02/17	1925	City Of S. Buenaventura	Trash service	100.00	
47143	11/02/17	1925	City Of S. Buenaventura	Trash service	100.00	
47144	11/02/17	2100	CyberCopy Inc.	Village building blueprint	8.73	
47145	11/02/17	2174	Dan Harding	Marketing-advertising	100.00	
47146	11/02/17	2331	Dial Security Inc	Dockmaster/security coverage	800.00	
47147	11/02/17	2446	DocuProducts	Copier maintenance fees	274.85	
47148	11/02/17	2604	E.J. Harrison & Sons Inc.	Trash service	6,413.47	
47149	11/02/17	2751	Empire Cleaning Supply	Janitorial supplies	337.35	
47150	11/02/17	2936	Fast Signs	Village accessibility route marker signage	1,080.37	
47151	11/02/17	2986	Ferguson Enterprises Inc.	Restroom replacement commodes/parts	450.86	
47152	11/02/17	3155	Franchise Tax Board	Payroll deduction	439.60	
47153	11/02/17	3156	Frank Barajas	Marketing Village entertainment	250.00	
47154	11/02/17	3592	Hansen's Plumbing, Inc.	Repair sewer line; replace backflow devices; hydro jet 1575 Spinnaker restroom	2,838.27	
47155	11/02/17	4057	Health & Human Resource Center	Employee Assistance Program (EAP)	177.14	
47156	11/02/17	5016	Lowe's	Operating & maintenance supplies - 14 invoices	1,429.87	
47157	11/02/17	5050	MailFinance	VPD Office postage machine rental - quarterly	480.91	
47158	11/02/17	5071	Luners Production Services	Marketing-event production	269.38	
47159	11/02/17	5165	Magnum Fence And Security Inc	Dry Storage lot gate repair	400.00	
47160	11/02/17	5190	Matilija Water	Reverse osmosis water system	45.00	
47161	11/02/17	5210	McCormix Corp.	Fuel for maintenance vehicles	427.01	
47162	11/02/17	5945	Office Depot Credit Plan	Office supplies; office chair mat; toner cartridges/ink; copy paper	685.44	
47163	11/02/17	6178	PERS Long Term Care Program	Salary reduction benefit	224.37	
47164	11/02/17	6201	Pamela Griffin	Wellness program instructor	160.00	
47165	11/02/17	6865	Rasmussen & Associates Inc	Village-Roof project; Phase 3 Carousel project	730.00	
47166	11/02/17	7032	Alliant Insurance Services	Marketing-special event insurance premiums	405.00	
47167	11/02/17	7294	Service-Pro Fire Protection	Quarterly fire extinguisher inspections	735.00	
47168	11/02/17	7434	Southern Calif. Edison	Utilities	2,937.82	
47169	11/02/17	7572	Standard Insurance Company	Group Term Life/Long-term Disability	3,565.23	
47170	11/02/17	7768	ThyssenKrupp Elevator Corp	Quarterly elevator maintenance service & 1567 (Margarita bldg) repairs	5,366.07	
47171	11/02/17	7818	TOTALFUNDS	Postage	500.00	
47172	11/02/17	8099	** Voided **	UC Regents		4,974.00
47173	11/02/17	8233	Venco Power Sweeping, Inc	Monthly Village parking lot & fish pier sweeping	545.38	
47174	11/02/17	8235	Ventura Chamber Of Commerce	Annual membership	805.00	

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<u>Check</u>	<u>Date</u>	<u>Payee</u>	<u>Name</u>	<u>Description</u>	<u>Amount</u>	<u>Voided Amount</u>
47175	11/02/17	8251	Ventura Water	Utilities	489.76	
47176	11/02/17	8263	Ventura Pest Control	Village service	348.00	
47177	11/02/17	8267	Ventura Harbor Marina & Yacht	Boat 17 bottom cleaning	144.45	
47178	11/02/17	12945	Assurant Employee Benefits	Dental insurance premiums	1,465.42	
47179	11/02/17	16150	Brendan Daly Photography	Marketing-ad production	300.00	
47180	11/02/17	20021	Coastal View News	Marketing-advertising	314.00	
47181	11/02/17	20200	CoStar Realty Information, Inc	Leasing marketing data software	952.72	
47182	11/02/17	28661	Eventective, Inc	Event advertising-promoting weddings in the harbor	144.00	
47183	11/02/17	42471	JaniTek Cleaning Solutions	Janitorial supplies for National Park Service	416.28	
47184	11/02/17	50071	LoopNet	Internet leasing advertising	739.90	
47185	11/02/17	51731	Marcos Ramos Painting	Dry rot/repair/painting on four separate projects in Village	7,340.00	
47186	11/02/17	61991	P & R Paper Supply Co.	Janitorial supplies	584.40	
47187	11/02/17	70061	Rich Thompson	Marketing Village entertainment	250.00	
47188	11/02/17	72275	Safety-Kleen Systems Inc	Disposal of used oil/rags	2,124.30	
47189	11/02/17	74343	Sommerville Associates	Marketing public relations services	2,000.00	
47190	11/02/17	76015	Sunridge Landscape Maint., Inc	Landscaping services, lot 19A, barranca area, 1691 bldg (Isle Packers)	2,040.00	
47191	11/02/17	82201	Valley Scene Magazine	Marketing-Advertising	315.00	
47192	11/02/17	82205	Valley View Landscaping	Vinyl fencing around back patio-Copa Cabana	2,825.00	
47193	11/02/17	82351	Ventura Breeze	Marketing-Advertising	318.75	
47194	11/02/17	85219	West Marine Pro	Dock power cords & supplies, boat parts	1,554.44	
47195	11/02/17	PM OneTime	Joseph Harris	Refund key deposit	25.00	
47196	11/02/17	72267	Safechecks	Accounts payable check stock	450.82	
47197	11/16/17	3050	All That's Fit to Print	Marketing-ad production	1,957.50	
47198	11/16/17	4418	Jonathan Stanger	Marketing Village entertainment	250.00	
47199	11/16/17	7000	Richard W. Parsons	Dredging/Project Management services	8,888.00	
47200	11/16/17	7581	Steve Stafford ** Voided **	Musician unable to perform as schedules due to an emergency		250.00
47201	11/16/17	8453	Virtual Pacific Networks	IT Services	6,081.73	
47202	11/16/17	51731	Marcos Ramos Painting	Repair stucco wall for new handrail-Margarita Villa staircase; stripe concrete steps	3,600.00	
47203	11/17/17	1004	Multi Business Systems	Window envelopes, payroll check stock, deposit books	489.94	
47204	11/17/17	1036	Accurate First Aid Services	Replenish first aid stations	325.88	
47205	11/17/17	1037	Acorn Newspapers	Marketing-advertising	750.90	
47206	11/17/17	1049	Adams Printing & Graphic	Marketing-brochures	2,150.37	
47207	11/17/17	1178	American Office Products	Office supplies	39.48	
47208	11/17/17	1440	Beacon Marine Chandlery Inc	Boat supplies	106.51	
47209	11/17/17	1625	Byrd Locksmithing Inc.	Electrical room 1575 Spinnaker - replace lever/cylinder/hardware	446.70	
47210	11/17/17	1663	Burons Preferred Pumping Inc.	Pump out grease trap at 1567 Spinnaker (Margarita Villa bldg)	650.00	
47211	11/17/17	1676	Carquest Auto Parts	Vehicle parts-shop stock	151.01	
47212	11/17/17	1679	Carpi & Clay	Washington lobbyist	5,000.00	
47213	11/17/17	1725	CED (Consolidated Electrical Distributors)	Dry storage lot lighting & Village monument sign lighting	710.80	

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47214	11/17/17	1892	Chemsearch	Janitorial supplies	221.80	
47215	11/17/17	1915	Cintas Corp	Uniform rental/cleaning, door mats, rags	683.27	
47216	11/17/17	2009	Coastal Occupational Medical	New employee fitness for duty exams	1,015.00	
47217	11/17/17	2031	County Of Ventura	Event health permit	269.00	
47218	11/17/17	2065	Certified Credit Reporting Inc	Credit report for potential tenant	97.00	
47219	11/17/17	2174	Dan Harding	Marketing-advertising	35.00	
47220	11/17/17	2202	Dave's	Reimburse underground storage tank tax fees	269.99	
47221	11/17/17	2295	Destin Thomas Communication	Harbor Patrol truck radio	1,131.38	
47222	11/17/17	2331	Dial Security Inc	Dockmaster/security coverage	400.00	
47223	11/17/17	2448	Downtown Ventura Partners	Marketing-advertising	1,600.00	
47224	11/17/17	2604	E.J. Harrison & Sons Inc.	Trash service	306.80	
47225	11/17/17	2751	Empire Cleaning Supply	Janitorial supplies	852.52	
47226	11/17/17	2935	Farmer Bros. Co	Coffee supplies	400.85	
47227	11/17/17	2980	Fausset Printing, LLC	Marketing-event cards	65.00	
47228	11/17/17	2983	Federal Express Corporation	Postage	34.92	
47229	11/17/17	2986	Ferguson Enterprises Inc.	Restroom faucet parts	157.58	
47230	11/17/17	3155	Franchise Tax Board	Payroll deduction	19.24	
47231	11/17/17	3490	Grainger Inc.	Safety equipment and exterior lighting	626.37	
47232	11/17/17	3492	Green Thumb International	Plants for launch ramp	92.96	
47233	11/17/17	3592	Hansen's Plumbing, Inc.	Install water heater-VPD HDQ; hydro jet main line-courtyard; cap off old lines	2,587.00	
47234	11/17/17	3615	Haynes Sales	Mobile washer pump replacement	477.26	
47235	11/17/17	4247	Jani-King of CA Inc.	Janitorial Service in Village, VPD headquarters	5,150.63	
47236	11/17/17	4295	Jensen Design & Survey Inc.	Services on the pavement repair and slurry seal project	2,378.19	
47237	11/17/17	4852	Lagerlof Senecal Gosney	Legal services	21,220.50	
47238	11/17/17	5210	McCormix Corp.	Fuel for maintenance vehicles	1,050.91	
47239	11/17/17	5213	McMaster-Carr	Maintenance shop stock hardware	1,768.95	
47240	11/17/17	5625	ReadyRefresh	Bottled water service	126.31	
47241	11/17/17	5744	Noble Consultants Inc.	Services pertaining to Village docks D,G,H and inspect fish pier	46,513.67	
47242	11/17/17	6178	PERS Long Term Care Program	Salary reduction benefit	224.37	
47243	11/17/17	6194	Pacific Oil Company	Disposal of used oil/rags	55.00	
47244	11/17/17	6283	Petty Cash Fund	Cleaning supplies; launch ramp parking refunds; office supplies	160.78	
47245	11/17/17	6361	Pitney Bowes	Postage meter lease/Vlg office	34.72	
47246	11/17/17	6409	Plauche & Carr	Establish/research shellfish permitting process	865.09	
47247	11/17/17	6442	Poster Compliance Center	Annual labor law employee poster subscriptions	452.23	
47248	11/17/17	6470	LegalShield	Salary reduction benefit	166.40	
47249	11/17/17	7230	Sage	Annual software maintenance/update/service plan	3,935.00	
47250	11/17/17	7232	Sage CRE Forms	Payroll forms required for year end	221.81	
47251	11/17/17	7299	Seaworthy Marina Products	Boat engine parts	767.07	
47252	11/17/17	7346	Shell Fleet Plus	Patrol vehicle fuel	766.03	

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12/01/2017

<u>Check</u>	<u>Date</u>	<u>Payee</u>	<u>Name</u>	<u>Description</u>	<u>Amount</u>	<u>Voided Amount</u>
47253	11/17/17	7410	Smith Pipe & Supply Inc.	Village landscaping irrigation parts	767.80	
47254	11/17/17	7762	The Home Depot	Operating supplies	26.91	
47255	11/17/17	8239	Ventura County Reporter	Marketing-Advertising	1,093.00	
47256	11/17/17	8241	Ventura County Star	Marketing-Advertising	744.50	
47257	11/17/17	8250	Ventura Visitors & Convention	Marketing-Web ad; Co-op space rental	225.00	
47258	11/17/17	8530	White Nelson Diehl Evans LLP	Progress payment on Financial Audit-FY16-17	10,500.00	
47259	11/17/17	8531	Whisenhunt Communication	Public relations services	225.00	
47260	11/17/17	8551	Williams Automotive Inc.	Patrol truck-brakes/rotors	320.76	
47261	11/17/17	8713	Zambelli Fireworks	Marketing-event production-deposit Parade of Lights fireworks	3,750.00	
47262	11/17/17	14570	Best in the West Plumbing Co.	1559 Spinnaker (Brophy's bldg) grease trap clean out	125.00	
47263	11/17/17	17582	California Travel Media	Marketing-advertising	1,500.00	
47264	11/17/17	22113	Dave Werneburg	Uniform reimbursement	215.39	
47265	11/17/17	24350	Dog Waste Depot	Operating supplies-mutt mitts	517.11	
47266	11/17/17	24481	Downtown Ventura Organization	Tree sponsorship	250.00	
47267	11/17/17	25351	Dudek	VSE Aquaculture	255.53	
47268	11/17/17	40525	Impact Sciences, Inc	VIM dock project draft IS/MND	1,790.14	
47269	11/17/17	42471	JaniTek Cleaning Solutions	Janitorial service for National Park Service Offices & Village office	1,371.00	
47270	11/17/17	43900	John Garnett	Marketing Village entertainment	300.00	
47271	11/17/17	44200	JV Custom Iron	Final on two jobs-promenade railings at Margarita Villa and Dive Shop	7,000.00	
47272	11/17/17	48465	Lauren Cwiklo	Marketing Village entertainment	300.00	
47273	11/17/17	50110	Lure Creative Design, Inc	Marketing-advertising	500.00	
47274	11/17/17	61991	P & R Paper Supply Co.	Janitorial supplies	457.57	
47275	11/17/17	62450	Pasadena Weekly	Marketing-advertising	409.00	
47276	11/17/17	70281	Ring Central Inc	District phone system	947.30	
47277	11/17/17	82322	Ventura County Economic Dev.	Annual membership	400.00	
47278	11/17/17	85219	West Marine Pro	Boat batteries and parts	1,698.45	
47279	11/17/17	PM OneTime	Hall Stratton	Refund key deposit	25.00	
47280	11/30/17	1004	Multi Business Systems	Payroll direct deposit notices; tenant invoice stock	789.88	
47281	11/30/17	1725	CED (Consolidated Electrical Distributors)	Entry sign lighting & dock fasteners	964.55	
47282	11/30/17	1762	Canon Financial Services	Copier equipment lease	797.35	
47283	11/30/17	1769	Calif. Special District Assoc. (CSDA)	Annual membership	6,842.00	
47284	11/30/17	1915	Cintas Corp	Uniform rental/cleaning, door mats, rags	592.28	
47285	11/30/17	1925	City Of S. Buenaventura	Trash service	100.00	
47286	11/30/17	2174	Dan Harding	Marketing-advertising-holiday photos	150.00	
47287	11/30/17	2202	Dave's	Patrol boat fuel	1,064.99	
47288	11/30/17	2331	Dial Security Inc	Dockmaster/security coverage	800.00	
47289	11/30/17	2537	Dunn Edwards	Operating supplies-paint	36.53	
47290	11/30/17	2604	E.J. Harrison & Sons Inc.	Trash service	6,847.22	
47291	11/30/17	2751	Empire Cleaning Supply	Janitorial supplies	774.35	

ATTACHMENT 4

Accounts Payable Check Register - November 2017

Ventura Port District
Wells Fargo Enterprise Fund

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<u>Check</u>	<u>Date</u>	<u>Payee</u>	<u>Name</u>	<u>Description</u>	<u>Amount</u>	<u>Voided Amount</u>
47292	11/30/17	2936	Fast Signs	Marketing-event banner-Parade of Lights	118.53	
47293	11/30/17	2986	Ferguson Enterprises Inc.	Restroom repair parts	80.38	
47294	11/30/17	3490	Grainger Inc.	Electrical dock breakers and shop tools	163.07	
47295	11/30/17	3491	The Greek Mediterranean Steak	Board closed session dinner	191.80	
47296	11/30/17	3592	Hansen's Plumbing, Inc.	Sewer line clean out mens restroom 1691 Spinnaker (Isle Packers bldg)	450.00	
47297	11/30/17	4057	Health & Human Resource Center	Employee Assistance Program (EAP)	177.14	
47298	11/30/17	4563	Karla Ross Productions Inc.	Marketing Village entertainment	2,100.00	
47299	11/30/17	4742	Kratos Construction	Renovations in 1567 Spinnaker #203 (office above Hats Unlimited)	6,600.00	
47300	11/30/17	5190	Matilija Water	Reverse osmosis water system	45.00	
47301	11/30/17	5210	McCormix Corp.	Fuel for maintenance vehicles	337.53	
47302	11/30/17	5213	McMaster-Carr	Maintenance supplies	50.19	
47303	11/30/17	5505	Muzicraft Inc.	Ambient music in Village	329.50	
47304	11/30/17	5945	Office Depot Credit Plan	Office supplies; toner cartridges/ink; copy paper	511.77	
47305	11/30/17	6178	PERS Long Term Care Program	Salary reduction benefit	224.37	
47306	11/30/17	6245	Patrick Burdick	Marketing Village entertainment	500.00	
47307	11/30/17	6414	Oxnard Convention & Visitors B	Marketing-advertising	750.00	
47308	11/30/17	6687	RRM Design Group Inc.	Phase 3 construction	2,570.37	
47309	11/30/17	6865	Rasmussen & Associates Inc	Village-Roof project; Phase 3 Carousel project; Restroom project	1,724.38	
47310	11/30/17	7296	Searle Creative Group	Marketing-social media advertising/production	593.75	
47311	11/30/17	7434	Southern Calif. Edison ** Voided **	Check stub used to list invoices		0.00
47312	11/30/17	7434	Southern Calif. Edison	Utilities	11,138.96	
47313	11/30/17	7572	Standard Insurance Company	Group Term Life/Long-term Disability	3,379.20	
47314	11/30/17	7719	Teamsters Local No. 186	Union dues for Dockmasters	160.00	
47315	11/30/17	7761	The Gas Company	Utilities	519.38	
47316	11/30/17	8233	Venco Power Sweeping, Inc	Monthly Village parking lot & fish pier sweeping	545.38	
47317	11/30/17	8244	Ventura Harbor Storage	Fishermen's storage/net repair area	6,113.01	
47318	11/30/17	8263	Ventura Pest Control	Village service	348.00	
47319	11/30/17	8551	Williams Automotive Inc.	Maintenance truck-brakes/rotors	311.51	
47320	11/30/17	11570	Amazon Capital Services	Patrol uniforms & operating supplies	1,559.54	
47321	11/30/17	12945	Assurant Employee Benefits	Dental insurance premiums	1,842.34	
47322	11/30/17	14580	Blake Stok	Services pertaining to Shellfish project	2,560.00	
47323	11/30/17	16181	Brian Pendleton	Expense reimbursement	60.24	
47324	11/30/17	16185	Bryanna N. Gonzalez	Marketing-event production	75.00	
47325	11/30/17	20200	CoStar Realty Information, Inc	Leasing marketing data software	952.72	
47326	11/30/17	26531	eDistsecurity	Door lock key card blanks	629.48	
47327	11/30/17	32750	Garland/DBS, Inc	Progress payment on the Village roof renovation project	132,906.70	
47328	11/30/17	51731	Marcos Ramos Painting	Texture/paint walls 1567 Spinnaker #203 (office above Hats Unlimited)	4,500.00	
47329	11/30/17	61991	P & R Paper Supply Co.	Janitorial supplies	849.38	
47330	11/30/17	72346	Sara Gonzalez	Marketing-event production	75.00	

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Ventura Port District

Wells Fargo Enterprise Fund

<u>Check</u>	<u>Date</u>	<u>Payee</u>	<u>Name</u>	<u>Description</u>	<u>Amount</u>	<u>Voided Amount</u>
47331	11/30/17	75712	Stacey Reed Petrides	Marketing-event production	75.00	
47332	11/30/17	76015	Sunridge Landscape Maint., Inc	Landscaping services, harbor entry feature	320.00	
47333	11/30/17	79502	Toro Enterprises, Inc.	Parking lot paving/repair project	182,310.65	
47334	11/30/17	82201	Valley Scene Magazine	Marketing-Advertising	315.00	
47335	11/30/17	85219	West Marine Pro		235.92	
Total Check Register					<u>\$616,391.02</u>	<u>\$5,224.00</u>

Wells Fargo Grant Fund

<u>Check</u>	<u>Date</u>	<u>Payee</u>	<u>Name</u>	<u>Description</u>	<u>Amount</u>	<u>Voided Amount</u>
1051	11/17/17	25351	Dudek	VSE Aquaculture Grant	2,839.48	
Total Check Register					<u>\$2,839.48</u>	<u>\$0.00</u>

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Accounts Payable Check Register - December 2017

Ventura Port District
Wells Fargo Enterprise Fund

1/10/2018

<u>Check</u>	<u>Date</u>	<u>Payee</u>	<u>Name</u>	<u>Description</u>	<u>Amount</u>	<u>Voided Amount</u>
47336	12/01/17	3050	All That's Fit to Print	Marketing-ad production	1,964.83	
47337	12/01/17	5016	Lowe's	Operating & maintenance supplies - 9 invoices	763.90	
47338	12/06/17	1148	Alma Olmos	Mileage reimbursement	15.78	
47339	12/08/17	8453	Virtual Pacific Networks	IT Services	6,290.00	
47340	12/15/17	1036	Accurate First Aid Services	Replenish first aid stations	107.79	
47341	12/15/17	1060	AFLAC	Salary reduction benefit	1,381.03	
47342	12/15/17	1215	Andy Anderson Plastering	1691 Spinnaker (Isle Packers bldg) stucco repairs	1,300.00	
47343	12/15/17	1384	Bakersfield Pipe & Supply	Polyken tape (duct tape, pipeline tape)-supplies	496.35	
47344	12/15/17	1676	Carquest Auto Parts	Compressor oil and boat coolant	148.50	
47345	12/15/17	1679	Carpi & Clay	Washington lobbyist	5,000.00	
47346	12/15/17	1725	CED (Consolidated Electrical Distributers)	Village office lighting fixtures, parking lot lights	5,638.44	
47347	12/15/17	1892	Chemsearch	Janitorial supplies	834.68	
47348	12/15/17	1915	Cintas Corp	Uniform rental/cleaning, door mats, rags	561.32	
47349	12/15/17	2009	Coastal Occupational Medical	New employee fitness for duty exams	290.00	
47350	12/15/17	2100	CyberCopy Inc.	Village dock plans	102.09	
47351	12/15/17	2174	Dan Harding	Marketing-advertising	325.00	
47352	12/15/17	2288	Dept. Of Weights & Measure	Village dock electric meter certification	620.80	
47353	12/15/17	2331	Dial Security Inc	Dockmaster/security coverage and NPS Security	2,312.00	
47354	12/15/17	2446	DocuProducts	Copier maintenance fees	340.93	
47355	12/15/17	2448	Downtown Ventura Partners	Marketing-Advertising	400.00	
47356	12/15/17	2604	E.J. Harrison & Sons Inc.	Trash service	332.95	
47357	12/15/17	2751	Empire Cleaning Supply	Janitorial supplies	489.06	
47358	12/15/17	2935	Farmer Bros. Co	Coffee supplies	286.09	
47359	12/15/17	2986	Ferguson Enterprises Inc.	Roof drain repair parts & water heater-1559 (Brophys bldg)	776.96	
47360	12/15/17	3050	All That's Fit to Print	Marketing-ad production	1,687.50	
47361	12/15/17	3490	Grainger Inc.	Faucet solenoid valves & sensors; batteries; supplies	2,525.43	
47362	12/15/17	3602	Happenings Magazine	Marketing-advertising	506.00	
47363	12/15/17	3752	HLI Systems	Internet/Email services	150.00	
47364	12/15/17	4247	Jani-King of CA Inc.	Janitorial Service in Village, VPD headquarters	5,150.63	
47365	12/15/17	4293	Jennifer Talt-Lundin	Marketing-event production	100.00	
47366	12/15/17	4295	Jensen Design & Survey Inc.	Services on the pavement repair and slurry seal project	1,333.75	
47367	12/15/17	4742	Kratos Construction	Renovations of two office spaces, including electrical	18,300.00	
47368	12/15/17	4852	Lagerlof Senecal Gosney	Legal services	21,924.31	
47369	12/15/17	5083	Oasis Technology Inc.	Repair Access database to communicate with Sage Accounting	120.00	
47370	12/15/17	5165	Magnum Fence And Security Inc	Replace gate and chain link roof-1575 trash enclosure	3,310.00	
47371	12/15/17	5210	McCormix Corp.	Fuel for maintenance vehicles	442.46	
47372	12/15/17	5213	McMaster-Carr	Operating supplies	34.50	

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Check	Date	Payee	Name	Description	Amount	Voided Amount
47373	12/15/17	5625	ReadyRefresh	Bottled water service	284.58	
47374	12/15/17	6030	3Digit Media	Marketing-Advertising	955.00	
47375	12/15/17	6178	PERS Long Term Care Program	Salary reduction benefit	224.37	
47376	12/15/17	6201	Pamela Griffin	Wellness program instructor	80.00	
47377	12/15/17	6361	Pitney Bowes	Postage meter lease/Vlg office	34.72	
47378	12/15/17	6409	Plauche & Carr	VSE Aquaculture	1,290.00	
47379	12/15/17	6439	Port Hueneme Marine Supply	Boat supplies	152.66	
47380	12/15/17	6470	LegalShield	Salary reduction benefit	166.40	
47381	12/15/17	6687	RRM Design Group Inc.	Phase 3 construction	273.75	
47382	12/15/17	7000	Richard W. Parsons	Dredging/Project Management services	8,888.00	
47383	12/15/17	7240	AT&T	Harbor Patrol land line	104.64	
47384	12/15/17	7296	Searle Creative Group	Marketing-social media web site design	3,135.00	
47385	12/15/17	7299	Seaworthy Marina Products	Boat transmission oil-stock	312.69	
47386	12/15/17	7593	Steve Martins Working Wildlife	Marketing Village entertainment	1,500.00	
47387	12/15/17	7719	Teamsters Local No. 186	Union dues for Dockmasters	160.00	
47388	12/15/17	7777	The Signal	Marketing-Advertising	395.00	
47389	12/15/17	8239	Ventura County Reporter	Marketing-Advertising	695.00	
47390	12/15/17	8241	Ventura County Star	Marketing-Advertising	744.50	
47391	12/15/17	8243	Ventura Harbor Boat Yard	Repairs to Boat 19	13,509.79	
47392	12/15/17	8246	Ventura Locksmiths	Surfers Knoll restroom lock repairs	91.81	
47393	12/15/17	8250	Ventura Visitors & Convention	Marketing-Visitor survey, space rent and advertising	5,225.00	
47394	12/15/17	8251	Ventura Water	Utilities	566.27	
47395	12/15/17	8455	Vortex	Progress payment on Village window project	122,040.00	
47396	12/15/17	8501	Warren Distributing Inc.	Boat oil-stock	176.96	
47397	12/15/17	8531	Whisenhunt Communication	Public relations services	712.50	
47398	12/15/17	8534	HDS White Cap Const. Supply	Small equipment-extension ladder	412.89	
47399	12/15/17	10041	Murrieta Electric, Inc.	Village dock electric repairs	1,500.00	
47400	12/15/17	16181	** Voided **	Wrong vendor		1,453.50
47401	12/15/17	17471	CRST Specialized	Copy machine transport to return used leased equipment	989.58	
47402	12/15/17	18913	Chris Edrington	Marketing Village entertainment	400.00	
47403	12/15/17	25351	Dudek	VSE Aquaculture	96.48	
47404	12/15/17	32841	Gayle Phelps	Marketing Village entertainment	400.00	
47405	12/15/17	42471	JaniTek Cleaning Solutions	Janitorial service/supplies-National Park Service Offices	1,481.50	
47406	12/15/17	46101	Keene Music Services, LLC	Marketing Village entertainment	525.00	
47407	12/15/17	51458	Macaroni Kid	Marketing Village entertainment	135.00	
47408	12/15/17	51731	Marcos Ramos Painting	Painting of four office suites	8,890.00	
47409	12/15/17	61945	Pacific Coast Congress of Harbormasters & Port Managers	Annual membership	265.00	

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Accounts Payable Check Register - December 2017

Ventura Port District

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Wells Fargo Enterprise Fund

<u>Check</u>	<u>Date</u>	<u>Payee</u>	<u>Name</u>	<u>Description</u>	<u>Amount</u>	<u>Voided Amount</u>
47410	12/15/17	61991	P & R Paper Supply Co.	Janitorial supplies	1,019.41	
47411	12/15/17	62810	Peter Holguin Construction Inc	Replace window 1567 Spinnaker #203 (above Hats Shop)	2,000.00	
47412	12/15/17	65051	Pure Light Photography	Marketing-Parade of Lights photography	1,200.00	
47413	12/15/17	74343	Sommerville Associates	Marketing public relations services	2,000.00	
47414	12/15/17	75712	Stacey Reed Petrides	Marketing-event production	217.50	
47415	12/15/17	77050	TargetSolutions Learning	Patrol on-line training course	1,409.70	
47416	12/15/17	82201	Valley Scene Magazine	Marketing-Advertising	630.00	
47417	12/15/17	82351	Ventura Breeze	Marketing-Advertising	625.00	
47418	12/15/17	PM OneTime	Ron Lafrican	Refund key deposit	25.00	
47419	12/20/17	82823	VPD-Grant Account	Funds for Shellfish Initiative grant checking acct	41,471.12	
47420	12/20/17	3491	The Greek Mediterranean Steak	Marketing-event production-POL	100.00	
47421	12/20/17	5298	Michael J. Smith	Marketing Village entertainment	250.00	
47422	12/20/17	7581	Steve Stafford	Marketing Village entertainment	250.00	
47423	12/20/17	7720	Double Dog Dare Pro	Marketing Village entertainment	450.00	
47424	12/20/17	One time	Alex Hong	Parade of Lights awards	100.00	
47425	12/20/17	One time	Jack Peck	Parade of Lights awards	300.00	
47426	12/20/17	POL	Jay Shapiro	Parade of Lights awards	300.00	
47427	12/20/17	POL	Lindsay Timpson	Parade of Lights awards	400.00	
47428	12/20/17	POL	Richard Knuppel	Parade of Lights awards	150.00	
Total Check Register					<u>\$316,074.90</u>	<u>\$1,453.50</u>

Wells Fargo Grant Fund

<u>Check</u>	<u>Date</u>	<u>Payee</u>	<u>Name</u>	<u>Description</u>	<u>Amount</u>	<u>Voided Amount</u>
1052	12/15/17	6409	Plauche & Carr	VSE Aquaculture Grant	1,570.00	
1053	12/15/17	25351	Dudek	VSE Aquaculture Grant	1,071.31	
Total Check Register					<u>\$2,641.31</u>	<u>\$0.00</u>

ATTACHMENT 5

Ventura Port District Chase Business Credit Card Charges October 2017

Chase Credit Card holders

Oscar Peña, General Manager
Brian Pendleton, Business Operations Manager
Jessica Rauch, Administrative Assistant/Clerk
Robin Baer, Property Manager
Joe Gonzalez, Facilities Manager
Jennifer Talt-Lundin, Marketing Manager
Frank Locklear, Marina Manager
John Higgins, Harbormaster

<u>Staff</u>	<u>Trans Date</u>	<u>Vendor</u>	<u>Category</u>	<u>Description</u>	<u>Amount</u>
Oscar Peña	No activity				-
Total General Manager's Expenses					-
Brian Pendleton	10/17/17	BROPHY BROS RESTAURANT	Business meal	Broker lunch	74.42
Brian Pendleton	10/02/17	MENDOCINO FARMS	Conference	Lunch - Pendleton/Rauch - ICSC Conference	29.93
Brian Pendleton	10/03/17	GULP SUSHI ALE HOUSE	Conference	Pendleton ICSC dinner 10/2/17	20.48
Brian Pendleton	10/03/17	CAFE WG	Conference	Pendleton ICSC breakfast 10/3/17	8.22
Brian Pendleton	10/04/17	IC LOS ANGELES DOWNTOWN	Conference	Pendleton ICSC Conference hotel & parking	738.58
Brian Pendleton	10/04/17	AEG MANAGEMENT LACC LLC	Conference	ICSC Conference Convention Center parking	20.00
Brian Pendleton	10/04/17	MIRO RESTAURANT	Conference	Pendleton ICSC dinner 10/3/17	19.98
Brian Pendleton	10/04/17	JERRY'S FAMOUS DELI	Conference	Pendleton & Rauch ICSC lunch 10/4/17	49.73
Brian Pendleton	10/11/17	DOUBLETREE PARKING LN2	Conference	JPIA Conference - Santa Barbara	23.00
Total Business Operations Manager's Expenses					984.34
Jessica Rauch	10/11/17	GREEK MEDITERRANEAN STEAK	Business meal	Closed session Board meeting dinner	199.64
Jessica Rauch	10/25/17	YELPINC*EAT24 LUCKY TH	Business meal	Closed session Board meeting dinner	155.84
Jessica Rauch	10/03/17	CAFE WG	Conference	Rauch ICSC breakfast	10.35
Jessica Rauch	10/04/17	IC LOS ANGELES DOWNTOWN	Conference	Rauch ICSC Conference hotel	646.18
Jessica Rauch	10/02/17	ICSC	Membership	Pena-affiliate membership	50.00
Jessica Rauch	10/24/17	URBAN LAND INSTITUTE	Membership	Pendleton-annual membership	220.00
Jessica Rauch	10/26/17	VCNVENTURACO*SERVICE F	Miscellaneous	Notice of Determination-County filing service fee	2.50
Jessica Rauch	10/26/17	VENTURACORECORDERCTR*V	Miscellaneous	Notice of Determination-County filing recording fee	2,266.25

ATTACHMENT 5

Ventura Port District Chase Business Credit Card Charges October 2017

Chase Credit Card holders

Oscar Peña, General Manager
Brian Pendleton, Business Operations Manager
Jessica Rauch, Administrative Assistant/Clerk
Robin Baer, Property Manager
Joe Gonzalez, Facilities Manager
Jennifer Talt-Lundin, Marketing Manager
Frank Locklear, Marina Manager
John Higgins, Harbormaster

<u>Staff</u>	<u>Trans Date</u>	<u>Vendor</u>	<u>Category</u>	<u>Description</u>	<u>Amount</u>
Jessica Rauch	10/16/17	TARGET 00002980	Office supplies	Office Supplies	12.91
Jessica Rauch	10/18/17	BED BATH & BEYOND #821	Office supplies	Office Supplies	12.92
Jessica Rauch	10/18/17	TARGET 00002980	Office supplies	Office Supplies	9.69
Jessica Rauch	10/17/17	LIEBERTCASS	Training	LCW Webinar	70.00
Total Administrative Assistant's Expenses					3,656.28
Robin Baer	10/10/17	HARBORTOWN POINT RES	Business meal	Managers Meeting	166.46
Total Property Manager's Expenses					166.46
Joe Gonzalez	10/31/17	AATRIX SOFTWARE	Miscellaneous	Payroll tax return filing program for Accounting	25.00
Total Facilities Manager's Expenses					25.00
Jennifer Talt-Lundin	10/10/17	BELNICK RETAIL, LLC	Advertising production	Social Media Campaign Photo Props	184.40
Jennifer Talt-Lundin	10/21/17	DROPBOX*ZTB5B35M7618	Advertising production	Cloud storage for photo sends	99.00
Jennifer Talt-Lundin	10/12/17	GREEK MEDITERRANEAN STEAK	Business meal	Tenant Meeting Coffee, Tea & Treat	51.10
Jennifer Talt-Lundin	10/20/17	ANDRIA'S SEAFOOD	Business meal	UK Guardian Media Visit	39.33
Jennifer Talt-Lundin	10/09/17	CTC*CONSTANTCONTACT.COM	E-Advertising	Harbor Views	20.00
Jennifer Talt-Lundin	10/20/17	FS *AngelCam	E-Advertising	Web CAM	20.00
Jennifer Talt-Lundin	10/21/17	MAILCHIMP *MONTHLY	E-Advertising	Enewsletter	75.00
Jennifer Talt-Lundin	10/31/17	FACEBK *3N9UTDSSY2	E-Advertising	Paid Boost	130.91
Jennifer Talt-Lundin	10/31/17	FACEBK *8N9UTDSSY2	E-Advertising	Paid Boost	29.09
Jennifer Talt-Lundin	10/01/17	TARGET 00010272	Event production	Halloween Tablecloths	6.44

ATTACHMENT 5

Ventura Port District Chase Business Credit Card Charges October 2017

Chase Credit Card holders

Oscar Peña, General Manager
 Brian Pendleton, Business Operations Manager
 Jessica Rauch, Administrative Assistant/Clerk
 Robin Baer, Property Manager
 Joe Gonzalez, Facilities Manager
 Jennifer Talt-Lundin, Marketing Manager
 Frank Locklear, Marina Manager
 John Higgins, Harbormaster

<u>Staff</u>	<u>Trans Date</u>	<u>Vendor</u>	<u>Category</u>	<u>Description</u>	<u>Amount</u>
Jennifer Talt-Lundin	10/05/17	MICHAELS STORES 4800	Event production	Pumpkins for Seaside Brand Oct. Promo	134.69
Jennifer Talt-Lundin	10/06/17	STU*SHINDIGZ DECORATIO	Event production	Banner Order	48.97
Jennifer Talt-Lundin	10/11/17	CUSTOM AWARDS AND ENGRAVI	Event production	Blue Ribbons: Winners HOWL-O-Ween	33.40
Jennifer Talt-Lundin	10/12/17	TARGET 00002980	Event production	Supplies for Trick or Treat	16.47
Jennifer Talt-Lundin	10/16/17	TARGET 00023986	Event production	HOWL-O-Ween Number Clothespins	4.45
Jennifer Talt-Lundin	10/24/17	PARTY CITY	Event production	Supplies for Trick or Treat	19.34
Jennifer Talt-Lundin	10/24/17	PARTY CITY	Event production	Supplies for Trick or Treat	25.80
Jennifer Talt-Lundin	11/02/17	STU*SHINDIGZ DECORATIO	Event production	Banner Order	48.97
Jennifer Talt-Lundin	10/31/17	CUSTOM AWARDS AND ENGRAVI	Miscellaneous	New Name Badge	2.80
Jennifer Talt-Lundin	10/12/17	OFFICE DEPOT #931	Office supplies	Office Supplies	73.98
Jennifer Talt-Lundin	10/19/17	TARGET 00002980	Office supplies	Office Supplies & Storage Bins	57.17
Total Marketing Manager's Expenses					1,121.31
Frank Locklear	10/09/17	LOGMEIN*GOTOMEETING	Communications	Port District teleconference charge	49.00
Frank Locklear	10/05/17	PCDESTINATION.COM	Computer supplies	Microsoft Office for Boardroom computer	399.95
Frank Locklear	10/10/17	FRY'S ELECTRONICS # 44	Computer supplies	New Boardroom computer	824.21
Frank Locklear	10/11/17	AVG TECHNOLOGIES USA	Computer supplies	AVG Renewal (40) Port District computers	1,655.99
Frank Locklear	10/07/17	AMAZON MKTPLACE PMTS	Operating supplies	Wireless Tele Headset (1)	222.00
Frank Locklear	10/14/17	DTV*DIRECTV SERVICE	Operating supplies	H.P. Patrol's Direct TV Service	19.99
Total Marina Manager's Expenses					3,171.14

ATTACHMENT 5

Ventura Port District Chase Business Credit Card Charges October 2017

Chase Credit Card holders

Oscar Peña, General Manager
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<u>Staff</u>	<u>Trans Date</u>	<u>Vendor</u>	<u>Category</u>	<u>Description</u>	<u>Amount</u>
John Higgins	10/14/17	Evernote	Computer supplies	Data storage	69.99
John Higgins	10/19/17	WATERFRONT PLAZA HOTEL	Conference	CA Harbormasters & Port Captains Conference	1,060.68
John Higgins	10/15/17	APL* ITUNES.COM/BILL	Operating supplies	Patrol #1 phone storage	0.99
John Higgins	10/15/17	APL* ITUNES.COM/BILL	Operating supplies	Patrol #2 phone storage	0.99
John Higgins	10/31/17	FEDEX 788270320250	Postage	Mailing	22.83
Total Harbormaster's Expenses					1,155.48
Total Chase Credit Card Expenses					<u><u>\$ 10,280.01</u></u>

ATTACHMENT 5

Ventura Port District Chase Business Credit Card Charges November 2017

Chase Credit Card holders

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<u>Staff</u>	<u>Trans Date</u>	<u>Vendor</u>	<u>Category</u>	<u>Description</u>	<u>Amount</u>
Oscar Peña	No activity				-
Total General Manager's Expenses					-
Brian Pendleton	11/07/17	VONS #2431	Business meal	VSE Meeting snacks	18.98
Brian Pendleton	11/03/17	H H AUTO BODY	Claims	Claim for damage done to personal car	1,327.47
Brian Pendleton	11/03/17	ENTERPRISE RENT-A-CAR	Claims	rental car while personal car in shop	126.11
Total Business Operations Manager's Expenses					1,472.56
Jessica Rauch	11/15/17	VENTURA CHAMBER OF COMMER	Conference	Pendleton-Poinsettia Awards registration	45.00
Jessica Rauch	11/21/17	VENTURA CHAMBER OF COMMER	Conference	Pena-Poinsettia Awards registration	45.00
Jessica Rauch	11/30/17	ACT*California Marine	Conference	Pendleton-CMANC Winter meeting registration	445.00
Jessica Rauch	11/30/17	ACT*California Marine	Conference	Parsons-CMANC Winter meeting registration	445.00
Jessica Rauch	11/06/17	CALIFORNIA SOCIETY OF MUN	Membership	Adkins-Annual membership (CSMFO)	110.00
Jessica Rauch	11/17/17	VENTURACORECORDERCTR*V	Miscellaneous	Phase III Notice of Completion filing fees	24.00
Jessica Rauch	11/17/17	VCNVENTURACO*SERVICE F	Miscellaneous	Phase III Notice of Completion filing service fees	2.50
Jessica Rauch	11/15/17	LIEBERTCASS	Training	Adkins Webinar - New Salary History Law	70.00
Jessica Rauch	11/28/17	LIEBERTCASS	Training	Adkins Webinar - 2018 Legislative Updates	50.00
Total Administrative Assistant's Expenses					1,236.50
Robin Baer	No activity				-
Total Property Manager's Expenses					-

ATTACHMENT 5

Ventura Port District Chase Business Credit Card Charges November 2017

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<u>Staff</u>	<u>Trans Date</u>	<u>Vendor</u>	<u>Category</u>	<u>Description</u>	<u>Amount</u>
Joe Gonzalez	11/28/17	MANAGERPLUS	Conference	Sergio-Manager Plus Seminar registration	2,000.00
Joe Gonzalez	11/30/17	NOVELTY LIGHTS, INC.	Maintenance supplies	Gangway lighting (white ropes) VHV	970.85
Total Facilities Manager's Expenses					2,970.85
Jennifer Talt-Lundin	11/29/17	VENTURA CHAMBER OF COMMER	Conference	Connection Breakfast	56.00
Jennifer Talt-Lundin	11/09/17	CTC*CONSTANTCONTACT.COM	E-Advertising	Harbor Views	20.00
Jennifer Talt-Lundin	11/20/17	FS *AngelCam	E-Advertising	Web CAM	20.00
Jennifer Talt-Lundin	11/21/17	MAILCHIMP *MONTHLY	E-Advertising	Enewsletter	75.00
Jennifer Talt-Lundin	11/30/17	FACEBK *Q8YL4G2SY2	E-Advertising	Paid Boost	17.59
Jennifer Talt-Lundin	11/30/17	FACEBK *F8YL4G2SY2	E-Advertising	Paid Boost	112.41
Jennifer Talt-Lundin	11/04/17	ORCHARD SUPPLY #660	Event production	Festival of Trees- Harbor Sponsored Tree	80.60
Jennifer Talt-Lundin	11/05/17	MICHAELS STORES 9963	Event production	Festival of Trees- Harbor Sponsored Tree	161.16
Jennifer Talt-Lundin	11/06/17	GOODWILL INDUSTRIE	Event production	Season's Greetings Life Ring/Photo Shoot	9.99
Jennifer Talt-Lundin	11/15/17	FROGGY'S FOG LLC	Event production	Winter Wonderland	390.80
Jennifer Talt-Lundin	11/16/17	AARON BROTHERS82	Event production	POL Frames for Boat Awards	145.37
Jennifer Talt-Lundin	11/28/17	AMAZON MKTPLACE PMTS	Event production	Snow Machine	79.99
Jennifer Talt-Lundin	11/29/17	MICHAELS STORES 4800	Event production	Festival of Trees/ Santa Letters	31.20
Jennifer Talt-Lundin	11/13/17	PAYPAL *ALLTHATSFIT	Rack cards	Brochure Rack Cards - Holiday	199.55
Total Marketing Manager's Expenses					1,399.66

ATTACHMENT 5

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 Frank Locklear, Marina Manager
 John Higgins, Harbormaster

<u>Staff</u>	<u>Trans Date</u>	<u>Vendor</u>	<u>Category</u>	<u>Description</u>	<u>Amount</u>
Frank Locklear	11/09/17	LOGMEIN*GOTOMEETING	Communications	Port District teleconference charge	49.00
Frank Locklear	11/09/17	LOADITY.COM	Miscellaneous	Disputed Charge 1 855-728-0977	39.99
Frank Locklear	11/14/17	DTV*DIRECTV SERVICE	Operating supplies	H.P. Patrol's Direct TV Service	19.99
Frank Locklear	11/27/17	AMAZON MKTPLACE PMTS	Operating supplies	Wireless Tele Headset (1) mount	28.99
Total Marina Manager's Expenses					137.97
John Higgins	11/17/17	COSTCO WHSE #0420	Computers	Computer Monitor	161.61
John Higgins	11/09/17	COSTCO WHSE #0420	Operating supplies	Work Lights	107.71
John Higgins	11/15/17	APL* ITUNES.COM/BILL	Operating supplies	Patrol #1 phone storage	0.99
John Higgins	11/15/17	APL* ITUNES.COM/BILL	Operating supplies	Patrol #2 phone storage	0.99
John Higgins	11/03/17	Y & K T-SHIRTS WAREHOUSE	Uniforms	Uniform T-Shirts	192.59
Total Harbormaster's Expenses					463.89
Total Chase Credit Card Expenses					<u>\$ 7,681.43</u>

ATTACHMENT 5

Ventura Port District Chase Business Credit Card Charges December 2017

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John Higgins, Harbormaster

<u>Staff</u>	<u>Trans Date</u>	<u>Vendor</u>	<u>Category</u>	<u>Description</u>	<u>Amount</u>
Oscar Peña	No activity				-
Total General Manager's Expenses					-
Brian Pendleton	No activity				-
Total Business Operations Manager's Expenses					-
Jessica Rauch	12/14/17	SMARTNFINAL91611309168	Business meal	Parade of Lights party supplies	62.38
Jessica Rauch	12/14/17	SQ *VENTURA SANDWICH COMP	Business meal	Parade of Lights party food	432.00
Jessica Rauch	12/14/17	THE BOATYARD INC	Business meal	Closed session Board meeting dinner	165.55
Jessica Rauch	12/15/17	SMARTNFINAL39010103901	Business meal	Parade of Lights party supplies	1.71
Jessica Rauch	12/15/17	VENTURACORECORDERCTR*V	Miscellaneous	Window Replacement Notice of Completion filing fee	24.00
Jessica Rauch	12/15/17	VCNVENTURACO*SERVICE FEE	Miscellaneous	Window Replacement Notice of Completion filing service fee	2.50
Jessica Rauch	12/14/17	TARGET 00002980	Operating supplies	Air Purifiers for the VPD HDQ due to Thomas Fire	549.49
Total Administrative Assistant's Expenses					1,237.63
Robin Baer	12/15/17	Ventura County Star	Subscriptions	Online newspaper subscription	3.31
Total Property Manager's Expenses					3.31
Joe Gonzalez	12/16/17	SUBWAY 03479789	Business meal	Maintenance Crew meal - working Parade of Lights	87.41
Joe Gonzalez	12/21/17	SMARTDRAW.COM	Computer supplies	SmartDraw Software (floor plans)	297.00
Joe Gonzalez	12/13/17	JOHNSTONE SUPPLY OF VENT	Equipment maintenance	VPD HDQ - HVAC Parts	47.65
Joe Gonzalez	12/11/17	TARGET 00023986	Operating supplies	Air Purifiers for the Marketing/Marina office due to Thomas Fire	508.56
Total Facilities Manager's Expenses					940.62

ATTACHMENT 5

Ventura Port District Chase Business Credit Card Charges December 2017

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<u>Staff</u>	<u>Trans Date</u>	<u>Vendor</u>	<u>Category</u>	<u>Description</u>	<u>Amount</u>
Jennifer Talt-Lundin	12/01/17	CALIFORNIA TRAVEL ASSOCI	Conference	Cal Travel Conference	599.00
Jennifer Talt-Lundin	12/09/17	CTC*CONSTANTCONTACT.COM	E-Advertising	Harbor Views	20.00
Jennifer Talt-Lundin	12/20/17	FS *AngelCam	E-Advertising	Web CAM	20.00
Jennifer Talt-Lundin	12/21/17	MAILCHIMP *MONTHLY	E-Advertising	Enewsletter	75.00
Jennifer Talt-Lundin	12/31/17	FACEBK *7D5JFE6SY2	E-Advertising	Paid Boost	10.58
Jennifer Talt-Lundin	12/31/17	FACEBK *4D5JFE6SY2	E-Advertising	Paid Boost	94.73
Jennifer Talt-Lundin	12/01/17	MICHAELS STORES 4800	Event production	Holiday Event Deoor	22.61
Jennifer Talt-Lundin	12/02/17	OTC BRANDS, INC.	Event production	Oriental Trading - Prizes/Stickers	51.32
Jennifer Talt-Lundin	12/09/17	ORCHARD SUPPLY #660	Event production	Crab Décor	10.33
Jennifer Talt-Lundin	12/13/17	MERMAID GALLERY.	Event production	Ornaments for Holidays in Plaza	20.00
Jennifer Talt-Lundin	12/13/17	THE DISNEY STORE #752	Event production	Parade of Lights Boater Award	100.00
Jennifer Talt-Lundin	12/14/17	ISLAND PACKERS CRUISES	Event production	Media Host on evening of Parade of Lights	139.00
Jennifer Talt-Lundin	12/14/17	TARGET 00002980	Event production	Holidays in the Plaza - Lights	12.90
Jennifer Talt-Lundin	12/15/17	COFFEE DOCK & POST	Event production	Snack for Parade of Lights Judges and Staff	21.74
Jennifer Talt-Lundin	12/15/17	CUSTOM AWARDS AND ENGRAVI	Event production	POL Award Plaques	118.53
Jennifer Talt-Lundin	12/15/17	LAKESHORE LEARNING #38	Event production	Holiday Wishes for WW	36.60
Jennifer Talt-Lundin	12/15/17	WEST MARINE #1268	Event production	POL Peoples Choice Award	4.83
Jennifer Talt-Lundin	12/15/17	BAJA BAY SURF N TACO MEXI	Event production	Staff meal - working Parade of Lights	23.71
Jennifer Talt-Lundin	12/15/17	LOWES #01734*	Event production	Winter Wonderland Santa Décor	76.42
Jennifer Talt-Lundin	12/16/17	COFFEE DOCK & POST	Event production	Snack for Parade of Lights Judges and Staff	20.42
Jennifer Talt-Lundin	12/16/17	GREEK MEDITERRANEAN STEAK	Event production	Meal for Parade of Lights Judges	20.47
Jennifer Talt-Lundin	12/16/17	LE PETIT CAFE & BAKERY	Event production	Meal for Parade of Lights Judges	43.00

ATTACHMENT 5

Ventura Port District Chase Business Credit Card Charges December 2017

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John Higgins, Harbormaster

<u>Staff</u>	<u>Trans Date</u>	<u>Vendor</u>	<u>Category</u>	<u>Description</u>	<u>Amount</u>
Jennifer Talt-Lundin	12/16/17	MILANO'S ITALIAN RES	Event production	Staff meal - working Parade of Lights	33.49
Jennifer Talt-Lundin	12/16/17	SMARTNFINAL91511309150	Event production	Parade of Lights - waters/snacks Staff & Entertainment	80.95
Jennifer Talt-Lundin	12/20/17	Smartnfinal9151130950 Carpenteria	Event production	Event Production Return	(12.99)
Jennifer Talt-Lundin	12/20/17	MARGARITA VILLA	Event production	Sunsets & Sips Campaign	25.00
Jennifer Talt-Lundin	12/20/17	TARGET 00002980	Event production	POL theme 2018	10.78
Jennifer Talt-Lundin	12/21/17	THE BOATYARD INC	Event production	Sunsets & Sips Campaign Prize	25.00
Jennifer Talt-Lundin	12/22/17	HATS UNLIMITED	Event production	Santa Paddle Prize	40.00
Jennifer Talt-Lundin	12/29/17	LAKESHORE LEARNING #38	Event production	Bubbles	45.19
Jennifer Talt-Lundin	12/18/17	BAREFOOT BOUTIQUE	Miscellaneous	Intern 'Thank you' gift for quarter	30.00
Jennifer Talt-Lundin	12/20/17	MARGARITA VILLA	Miscellaneous	Intern 'Thank you' gift for quarter	39.48
Total Marketing Manager's Expenses					1,858.09
Frank Locklear	12/09/17	LOGMEIN*GOTOMEETING	Communications	Port District teleconference charge	49.00
Frank Locklear	12/07/17	Business-in-a-box	Computer	Leasing Legal Software - Pendleton	299.00
Frank Locklear	12/12/17	PCDESTINATION.COM	Computer	Microsoft Office Professional	49.99
Frank Locklear	12/12/17	REALVNC LIMITED	Computer	Emergency Remote Desktop	120.00
Frank Locklear	12/13/17	OFFICE DEPOT #931	Computer	Mouse for Oscars Laptop loaner	10.76
Frank Locklear	12/09/17	LOADITY.COM	Miscellaneous	Disputed Charge 1 855-728-0977	39.99
Frank Locklear	12/14/17	DTV*DIRECTV SERVICE	Operating supplies	H.P. Patrol's Direct TV Service	19.99
Total Marina Manager's Expenses					588.73

ATTACHMENT 5

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<u>Staff</u>	<u>Trans Date</u>	<u>Vendor</u>	<u>Category</u>	<u>Description</u>	<u>Amount</u>
John Higgins	12/07/17	VISTA FORD OF OXNARD-part	Auto Expense	Truck Equipment	82.43
John Higgins	12/08/17	NPI/RAM MOUNTS	Auto Expense	Truck Equipment	228.64
John Higgins	12/15/17	BAJA FRESH 50312	Business meal	Parade of Lights Food	155.40
John Higgins	12/16/17	BAJA FRESH 50312	Business meal	Parade of Lights Food	82.66
John Higgins	12/15/17	APL* ITUNES.COM/BILL	Operating supplies	Patrol #1 phone storage	0.99
John Higgins	12/15/17	APL* ITUNES.COM/BILL	Operating supplies	Patrol #2 phone storage	0.99
John Higgins	12/01/17	GALLS	Uniforms	Uniform jacket	202.03
John Higgins	12/26/17	DVOR.COM	Uniforms	Uniform	164.00
Total Harbormaster's Expenses					917.14
Total Chase Credit Card Expenses					<u><u>\$ 5,545.52</u></u>



BOARD OF PORT COMMISSIONERS

MARCH 28, 2018

STANDARD AGENDA ITEM 2 CHANGES TO THE 2018 BOARD MEETING SCHEDULE

**VENTURA PORT DISTRICT
BOARD COMMUNICATION**

STANDARD AGENDA ITEM 2
Meeting Date: March 28, 2018

TO: Board of Port Commissioners
FROM: Oscar Peña, General Manager
SUBJECT: Changes to the 2018 Board Meeting Schedule

RECOMMENDATION:

That the Board of Port Commissioners discuss and approve any changes to the 2018 Board Meeting Schedule.

SUMMARY:

Staff has been advised of upcoming travel plans by the Chair and Vice Chair. Staff would like the Board to discuss their availability for upcoming Board meetings and, if necessary, make any changes to the Board meeting schedule.

BACKGROUND:

Meetings of the Board are held twice a month, unless directed by the Board; excluding August in the Ventura Port District Office located at 1603 Anchors Way Drive, Ventura, California. The Board may, at times, elect to meet at other times and locations within the City and upon such election shall give public notice of the change of location.

Regular Meetings are held the second and fourth Wednesday of every month (excluding August) at 7:00PM, with Closed Session before. Regular Meetings are for approval of Consent and Standard Agenda Items.

Special and Emergency meetings of the Board may be called and held from time to time pursuant to the procedures set forth in the Ralph M. Brown Act.

When the day for any regular meeting falls on a legal holiday, the regularly scheduled meeting for that day shall be deemed cancelled unless otherwise provided by the Board. Any meeting of the Board may be cancelled in advance by a majority vote of the Board.

FISCAL IMPACT:

None.

ATTACHMENTS:

Attachment 1 – 2018 Board Meeting Schedule

ATTACHMENT 1

2018 Ventura Port District Board of Port Commissioners Meetings

Dates, times and locations of all meetings may vary. Please check the agenda packet for exact information.

Wednesday	Closed Session	Open Session
January 10	5:30PM	7:00PM
January 24	5:30PM	7:00PM
February 14	5:30PM	7:00PM
February 28	5:30PM	7:00PM
March 14	5:30PM	7:00PM
March 28	5:30PM	7:00PM
April 11	5:30PM	7:00PM
April 25	5:30PM	7:00PM
May 9	5:30PM	7:00PM
May 23	5:30PM	7:00PM
June 13	5:30PM	7:00PM
June 27	5:30PM	7:00PM
July 11	5:30PM	7:00PM
July 25	5:30PM	7:00PM
<i>August Summer Recess – No Meetings</i>		
September 12	5:30PM	7:00PM
September 26	5:30PM	7:00PM
October 10	5:30PM	7:00PM
October 24	5:30PM	7:00PM
November 14	5:30PM	7:00PM
December 12	5:30PM	7:00PM

**Board Meetings are held at:
Ventura Port District Office
1603 Anchors Way Drive
Ventura, CA 93001**



BOARD OF PORT COMMISSIONERS

MARCH 28, 2018

STANDARD AGENDA ITEM 3

VENTURA SHELLFISH ENTERPRISE

**VENTURA PORT DISTRICT
BOARD COMMUNICATION**

STANDARD AGENDA ITEM 3
Meeting Date: March 28, 2018

TO: Board of Port Commissioners
FROM: Oscar Pena, General Manager
Brian Pendleton, Deputy General Manager
SUBJECT: Ventura Shellfish Enterprise

RECOMMENDATION:

That the Board of Port Commissioners receive an informational report regarding Ventura Port District participation at upcoming State meetings in support of the Ventura Shellfish Enterprise.

SUMMARY:

The Pacific Coast Shellfish Growers' Association (PCSGA), in collaboration with California Shellfish and Seaweed growers has invited members to participate in a briefing on Sustainable Shellfish and Seaweed Aquaculture: Forging regenerative mariculture in California. The briefing is in Sacramento on April 17th.

Separately, the State Fish and Game Commission will be holding a meeting on April 18th-19th at the Four Points Sheraton. The meeting will provide the District with the opportunity to provide public comments in support of the proposed VSE project.

BACKGROUND:

The PCSGA meeting, of which the District is a member, is being hosted by State Senator McGuire, Senator Wiener, Senator Hill, Senator Atkins, Senator Monning, Assembly Member Limon, Assembly Member Wood and Assembly Member Stone. Assembly Member Monique Limon, represents Ventura in California's 37th Assembly District.

Recently Chairman Ashworth provided a presentation regarding the VSE project to a State mariculture working group, comprised of the Governor's Office of Business & Economic Development, State legislators and PCSGA members. A few of the State legislators participating in the mariculture working group are hosting the PCSGA briefing. To that end, Chairman Ashworth has volunteered to attend the briefing on behalf of the District in support of the VSE project. Joining him will be Blake Stok, who has provided consulting services to the District during the VSE site selection outreach process and grant application assistance. That evening, PCSGA is hosting a reception at the Capital for legislators and their staff to meet with shellfish and aquaculture firms, to which Chairman Ashworth and Blake Stok have been invited. This will be an ideal setting for the Ventura Port District to reach out to commercial firms to gauge their interest in participating as a grower in the VSE.

As mentioned, the State Fish and Game Commission will be holding a meeting on Wednesday April 18 and Thursday April 19 at the Four Points Sheraton. The meeting will provide the District with the opportunity to provide public comments in support of the proposed VSE project. The District intends to provide oral and written comments to the Commission, which will be brought back to the Board at the April 11th meeting.

FISCAL IMPACT:

None. Travel expenses for the Sacramento briefing are being funded by Ashworth Leininger Group, a partner in the Ventura Shellfish Enterprise.

ATTACHMENTS:

Attachment 1 – Briefing Announcement



ATTACHMENT 1

BRIEFING ANNOUNCEMENT

The Pacific Coast Shellfish Growers' Association
In collaboration with California Shellfish and Seaweed growers

INVITE YOU TO A LUNCH BRIEFING ON

Sustainable Shellfish and Seaweed Aquaculture: Forging regenerative mariculture in California

Hosted by

*Senator McGuire, Senator Wiener, Senator Hill, Senator Atkins, Senator Monning,
Assemblymember Limon, Assemblymember Wood and Assemblymember Stone*

DATE: *Tuesday, April 17, 2018*

LOCATION: *State Capitol Room 317*

TIME: *12:00 p.m. to 1:30 p.m.*

Opening Remarks:

The Honorable Fred Keeley

former Speaker pro Tem (1996-2002) and author of the Marine Life Management Act

Presentations:

Sustainable Aquaculture

Terry Sawyer, Founding partner and CTO, Hog Islands Oyster Company

Seaweed: The World's Most Sustainable Crop

Michael Murphy, Science and Policy Advisor, PharmerSea

Is Marine Aquaculture in California's Future?

Dr. Jerry Schubel, President and CEO, Aquarium of the Pacific

(Please indicate any dietary restrictions in RSVP)

RSVP: (916) 448 1015 or theresa@ecoconsult.biz