



## VENTURA PORT DISTRICT BOARD OF PORT COMMISSIONERS

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

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

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### PORT COMMISSION AGENDA REGULAR MEETING NOVEMBER 14, 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 Chairman Everard Ashworth.

**PLEDGE OF ALLEGIANCE:** By Chairman 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](http://www.venturaharbor.com) (Port District Business-Meetings & Agendas). Each item on the agenda shall be deemed to include action by an appropriate motion, resolution or ordinance.

#### **APPROVAL OF MINUTES (3 minutes)**

The Minutes of the September 12, 2018 and October 24, 2018 Regular Meetings 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 Out of Town Travel Requests**

Recommended Action: Voice Vote.

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

- a) Deputy General Manager, Brian Pendleton to travel to San Diego, California to participate in the Maritime Alliance's BlueTech Summit; and
- b) Accounting Manager, Gloria Adkins to travel to Palm Desert, California to attend LCW's 2019 Public Sector Employment Law Annual Conference; and
- c) Harbormaster, John Higgins to travel to Palm Desert, California to attend LCW's 2019 Public Sector Employment Law Annual Conference.

**B) Approval of New Office Lease Agreement for Coastwide Corporation**

Recommended Action: Voice Vote.

That the Board of Port Commissioners approve a new Office Lease Agreement between the Ventura Port District dba Ventura Harbor Village and Coastwide Corporation for the premises located at 1583 Spinnaker Drive #212 consisting of a total of 374 square feet for a one (1) year term with a one (1) year option.

**C) Approval of New Office Lease Agreement for Sierra Pacific Mortgage**

Recommended Action: Voice Vote.

That the Board of Port Commissioners approve a new Office Lease Agreement between the Ventura Port District dba Ventura Harbor Village and Sierra Pacific Mortgage for the premises located at 1583 Spinnaker Drive #213/#214 consisting of a total of 1,210 square feet for a two (2) year term with a two (2) year option.

**D) Approval of 2019 Port Commission Meeting Schedule**

Recommended Action: Voice Vote.

That the Board of Port Commissioners approve the 2019 Port Commission meeting schedule.

**E) Acceptance of \$169,860 Sea Grant Sub-Ward for the Ventura Shellfish Enterprise Project**

Recommended Action: Voice Vote.

That the Board of Port Commissioners authorize the General Manager to sign the Cost Reimbursement Research Sub-award Agreement and related documents for \$169,860 which reflects the terms and conditions of the grant agreement for year one.

**STANDARD AGENDA:**

**1) Harbor Village Painting Project (30 minutes)**

Recommended Action: Informational.

That the Board of Port Commissioners receive a presentation and give direction regarding the proposed Harbor Village paint, signage and awning designs.

**2) Ventura Harbor Summer 2018 Traffic and Parking Surveys (30 minutes)**

Recommended Action: Informational.

That the Board of Port Commissioners receive an informational report regarding the Ventura Harbor Summer 2018 Traffic and Parking Surveys.

**3) Continuation of General Manager's Employment (10 minutes)**

Recommended Action: Informational.

That the Board of Port Commissioners approve Amendment No. 6 to the General Manager's Restated Employment Agreement.

**AGENDA PLANNING GUIDE AND REQUEST FOR FUTURE AGENDA ITEMS**

**ADJOURNMENT**

*This agenda was posted on Friday, November 9, 2018 by 5:00 p.m. at the Port District Office and on the Internet – [www.venturaharbor.com](http://www.venturaharbor.com) (Port District Business-Meetings & Agendas).*

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

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

**WEDNESDAY, NOVEMBER 14, 2018**

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

- a) Property: **Parcel 5 and Parcel 8**  
Negotiating Parties: Oscar Peña, Brian Pendleton, Timothy Gosney  
Proposed Lessee: H. Parker Hospitality  
Under Negotiation: **Lease Negotiations**
- b) Property: **1583 Spinnaker Drive #212**  
Negotiating Parties: Oscar Peña, Brian Pendleton, Timothy Gosney  
Proposed Lessee: John and Linda Andreotti dba Coastwide Corporation  
Under Negotiation: **New Office Lease**
- c) Property: **1583 Spinnaker Drive #213, #214**  
Negotiating Parties: Oscar Peña, Brian Pendleton, Timothy Gosney  
Proposed Lessee: Paul Hubbard dba Sierra Pacific Mortgage  
Under Negotiation: **New Office Lease**
- d) Property: **1410 Angler Court**  
Negotiating Parties: Oscar Peña, Brian Pendleton, Timothy Gosney  
Proposed Lessee: Karen Dupuy dba Harbor Boat and Self-Storage  
Under Negotiation: **New Sublease**
- e) Property: **1379 and 1415 Spinnaker Drive**  
Negotiating Parties: Oscar Peña, Brian Pendleton, Timothy Gosney  
Proposed Lessee: Silver Bay Seafoods, LLC  
Under Negotiation: **Assignment of Lease**  
(Verbal Report)

- 2. **Conference with Legal Counsel – Anticipated Litigation:** Significant exposure to litigation pursuant to Section 54956.9(d)(2): One (1) case. (Verbal Report)
- 3. **Conference with Legal Counsel – Anticipated Litigation:** Significant exposure to litigation under Section 54956.9(d)(2) due to claim filed by Chrysiliou Living Trust, Chrysiliou Chrysiliou and Belinda Chrysiliou Trustees, and RDPH Properties, Inc. (Verbal Report)
- 4. **Conference with Legal Counsel – Per Government Code Section 54957(b)(1):** To consider the continued employment of the General Manager, and the terms thereof [excluding compensation].





# BOARD OF PORT COMMISSIONERS

NOVEMBER 14, 2018

## APPROVAL OF MINUTES

SEPTEMBER 12, 2018

OCTOBER 24, 2018

# VENTURA PORT DISTRICT

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## BOARD OF PORT COMMISSIONERS MINUTES OF SEPTEMBER 12, 2018

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The Regular Meeting of the Ventura Board of Port Commissioners was called to order by Chairman Everard Ashworth at 7:10PM at the Four Points Sheraton Ballroom, 1050 Schooner Drive, Ventura, CA 93001.

### **Commissioners Present:**

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

### **Commissioners Absent:**

Chris Stephens  
Jean Getchell

### **Port District Staff:**

Oscar Peña, General Manager  
Brian Pendleton, Deputy General Manager  
Robin Baer, Property Manager  
John Higgins, Harbormaster  
Gloria Adkins, Accounting Manager  
Frank Locklear, Marina Manager  
Dave Werneburg, Courtesy Patrol  
Jessica Rauch, Clerk of the Board

### **Legal Counsel:**

Timothy Gosney

## **AGENDA**

**CALL TO ORDER:** By Chairman Everard Ashworth at 7:10PM.

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

**ROLL CALL:** Commissioners Stephens and Getchell were absent.

## **ADOPTION OF AGENDA**

**ACTON:** Commissioner Brennen moved, seconded by Commissioner Friedman and carried by a vote of 3-0 to adopt the September 12, 2018 agenda, with the clarification that Standard Item 1 title and recommendation are revised as follows:

**1) Approval of Financial Statements and Checks for ~~October-January~~ through ~~December 2017~~ March 2018**

Recommended Action: Roll Call Vote.

That the Board of Port Commissioners adopts Resolution No. 3360 to:

- a) Accept the following financial statements for the Quarter ended ~~December-March~~ 31, ~~2017~~2018; and
- b) Review the payroll and regular checks for ~~October-January~~ through ~~December 2017~~March 2018.

**APPROVAL OF MINUTES**

The Minutes of July 25, 2018 Regular Meeting and August 22, 2018 Special Meeting were considered as follows:

**ACTION:** Commissioner Brennan moved, seconded by Commissioner Friedman and carried by a vote of 3-0 to approve the minutes of the July 25, 2018 Regular Meeting and August 22, 2018 Special Meeting.

**PUBLIC COMMUNICATIONS:** Rochelle Cooper, owner of Ventura Boat Rentals, introduced herself to the Board.

**CLOSED SESSION REPORT:** Mr. Gosney stated that the Board met in closed session; discussed and reviewed Items 1a and 1b, all other items were not discussed. Staff was given instructions on how to proceed as appropriate and there was no action taken that is reportable under The Brown Act.

**BOARD COMMUNICATIONS:** None.

**STAFF COMMUNICATIONS:** None.

**LEGAL COUNSEL REPORT:** Mr. Gosney reported that the updated Title Reports for Parcels 5 and 8 have been sent to H. Parker Hospitality.

**CONSENT AGENDA:**

**A) Approval of Out of Town Travel Requests**

Recommended Action: Voice Vote.

That the Board of Port Commissioners approve the out of town travel request for Electrician, John Collins.

**ACTION:** Commissioner Brennan moved, seconded by Commissioner Friedman and carried by a vote of 3-0 to approve the out of town travel request for Electrician, John Collins.

**B) Approval of New Restaurant Lease Agreement for Baja Bay Surf Taco**

Recommended Action: Voice Vote.

That the Board of Port Commissioners approve a new Restaurant Lease Agreement between the Ventura Port District dba Ventura Harbor Village and Baja Bay Surf Taco for the premises located at 1567 Spinnaker Drive #104 consisting of a total of 773 square feet (623 patio) for a two (2) year term.

**ACTION:** Commissioner Brennan moved, seconded by Commissioner Friedman and carried by a vote of 3-0 to approve a new Restaurant Lease Agreement between the

**Ventura Port District dba Ventura Harbor Village and Baja Bay Surf Taco for the premises located at 1567 Spinnaker Drive #104 consisting of a total of 773 square feet (623 patio) for a two (2) year term.**

**C) Approval of New Retail Lease Agreement for Barefoot Boutique**

Recommended Action: Voice Vote.

That the Board of Port Commissioners:

- a) Approve the termination of a lease agreement, dated November 16, 2015, for the premises located at 1575 Spinnaker Drive #106 A&B, consisting of 1,545 square feet (65 square feet storage); and
- b) Approve a new retail lease agreement for the premises located at 1575 Spinnaker Drive #106 A&B, consisting of 1,545 square feet (236 square foot storage room) between the Ventura Port District dba Ventura Harbor Village and Elizabeth Marino dba Barefoot Boutique, LLC for a five-year term with one four-year option.

**ACTION:** Commissioner Brennan moved, seconded by Commissioner Friedman and carried by a vote of 3-0 to approve the termination of a lease agreement, dated November 16, 2015, for the premises located at 1575 Spinnaker Drive #106 A&B, consisting of 1,545 square feet (65 square feet storage); and approve a new retail lease agreement for the premises located at 1575 Spinnaker Drive #106 A&B, consisting of 1,545 square feet (236 square foot storage room) between the Ventura Port District dba Ventura Harbor Village and Elizabeth Marino dba Barefoot Boutique, LLC for a five-year term with one four-year option.

**D) Approval of New Office Lease for Julianne Martin, Psy.D. and Gregory Gray, M.D.**

Recommended Action: Voice Vote.

That the Board of Port Commissioners approve a new Office Lease Agreement between the Ventura Port District dba Ventura Harbor Village and Julianne Martin, Psy.D. and Gregory Gray, M.D. for the premises located at 1575 Spinnaker Drive #207 and #208 consisting of a total of 840 square feet for a one (1) year term with a one (1) year option.

**ACTION:** Commissioner Brennan moved, seconded by Commissioner Friedman and carried by a vote of 3-0 to approve a new Office Lease Agreement between the Ventura Port District dba Ventura Harbor Village and Julianne Martin, Psy.D. and Gregory Gray, M.D. for the premises located at 1575 Spinnaker Drive #207 and #208 consisting of a total of 840 square feet for a one (1) year term with a one (1) year option.

**STANDARD AGENDA:**

**1) Approval of Financial Statements and Checks for January through March 2018**

Recommended Action: Roll Call Vote.

That the Board of Port Commissioners adopts Resolution No. 3360 to:

- a) Accept the following financial statements for the Quarter ended March 31, 2018; and
- b) Review the payroll and regular checks for January through March 2018.

**ACTION:** Commissioner Friedman moved, seconded by Commissioner Brennan and carried by a vote of 3-0 to adopt Resolution No. 3360, accepting the financial statements for the Quarter ending March 31, 2018; and reviewing the payroll and regular checks for January through March 2018.

## **2) Approval of Professional Services Agreement with White Nelson Diehl Evans**

Recommended Action: Voice Vote.

That the Board of Port Commissioners:

- a) Approve the three year Professional Services Agreement with White Nelson Diehl Evans LLP to perform the District's financial audit of the fiscal years ending June 30, 2018, June 30, 2019 and June 30, 2020; and
- b) Appoint an Audit Liaison to work with staff and White Nelson Diehl Evans LLP throughout the audit process.

**ACTION:** Commissioner Friedman moved, seconded by Commissioner Brennan and carried by a vote of 3-0 to approve a three year Professional Services Agreement with White Nelson Diehl Evans LLP to perform the District's financial audit of the fiscal years ending June 30, 2018, June 30, 2019 and June 30, 2020; and appoint Commissioner Stephens as Audit Liaison to work with staff and White Nelson Diehl Evans LLP throughout the audit process.

## **3) Approval of New Conflict of Interest and Disclosure Code**

Recommended Action: Roll Call Vote.

That the Board of Port Commissioners adopt Resolution No. 3361 to approve the new Conflict of Interest Code Policy and rescind Resolution No. 3317.

**ACTION:** Commissioner Brennan moved, seconded by Commissioner Friedman and carried by a vote of 3-0 to adopt Resolution No. 3361 to approve the new Conflict of Interest Code Policy and rescind Resolution No. 3317.

## **4) Ventura Shellfish Enterprise Site Selection**

Recommended Action: Information.

That the Board of Port Commissioners receive an informational report on the VSE site selection process with the anticipation of a final site recommendation with related permit applications, studies and reports on September 26, 2018.

**ACTION:** The Board of Port Commissioners received an informational report from Brian Pendleton, Deputy General Manager of the Ventura Port District, Seth Theuerkauf, NOAA, Laurie Monarres, Dudek, John Davis IV, Dudek and Diane Windham, NOAA on the VSE site selection process.

Public Comment:

Terry Wilmarth, local commercial fisherman, stated that this siting area is going to impact many different fisheries (gillnets, crab, etc), not just trawlers. This is going to impact me; will I get reimbursed for what I lose? What about the public and their fish? There is a lot of area out there inside three miles that unused. This is going to impact a lot of people and they're going to hurt.

Kim Selkoe, Ph.D., Executive Director of Commercial Fisherman of Santa Barbara, stated the organization has two issues: 1) They want to make sure this enterprise does not end up being turned over to a single lease holder who could be a large corporate entity that could push out other buyers or independent fisherman; until they see this, they cannot fully support this project. 2) The siting area is also a problem. The data available is only a starting point; four years is not enough. Why not go out ten or twelve miles to reduce fishing impacts. Should not give up on near shore and trap fisheries because they can really provide growth and expansion over the next decade.

Justin Kemsly, a fisherman since 1981 is concerned about how the farm will stand up to the weather, whales getting caught in the farm lines, and people getting hurt.

Chris Williams, 35 year Commercial Fisherman, would like to see the site moved because this is the last 10% of the area to fish because there is a three mile closure, federal closures and a national park. Independent Fisherman will never be able to go back to this area due to the permanent structures. Also, no one has mentioned sea bass fisheries, which are quite prolific in the summer and right in the middle of this area. This is going to push people out.

Stephanie Caldwell, Executive Director of the Chamber of Commerce, stated on a comment card the following: Oh behalf of the Chamber's nearing 750 member companies representing 25,000 employees, the Board of Directors is fully supportive of this project. Based on the economic impacts alone, this project would be a welcome addition. However, the project also meets a higher need. Not only providing a sustainable source of protein, but doing so while supporting and maximizing efficiencies of existing infrastructure and supply chain. Additionally, the project satisfies the need for diversity of catch at the harbor, increasing the long-term prosperity and eliminating some of the uncertainties that come with other types of product fished in the harbor. One additional benefit of visibility that Ventura would receive through the branding of Ventura mussels would be consistent with our City long-term goals. This will be a game changer for Ventura. I urge you to move this forward as expediently as possible and commend your bold leadership in exploring this as an option.

Shaina Bhojwami, stated on a comment card the following: you suggested the Northern region of the selected area for site selection. How do you propose to deal with area overlap with trawlers and prevention of fish in the surrounding area (trawling area) to seek refuge in the mussel site?

Mike McCorkle, President of the Southern California Trawlers Association, asked if the lease is not being used, can independent fisherman fish there. Also, will there be marker buoys to barricade the leases and who will police the area? There are a lot more fisheries in this area then being discussed.

Dania Williams, wife of Fisherman Chris Williams and Secretary of the Ventura County Commercial Fisherman's Association, stated that her husband has fished these waters for over 35 years. 100% of her family's income depends on their commercial fishing business, as well as, two deckhands, their families and industry operators, like the boatyards and fuel docks. On our fish tickets I always see block no. 665. My husband is the top producer in this area and many of his landing receipts are from that block area. Another item not covered today is our White Sea bass fishery, which is huge to our income, as well as, halibut and swordfish. However, the project is of interest as it could potentially be another type of fishing we could do.

#### Board Questions and Answers:

Commissioner Brennan – Did you have access to any of the fish tickets or blocks to put any of that information in the graphs or was it all done blindly?

Seth Theuerkauf, NOAA – We worked with the California Department of Fish and Wildlife to obtain the best available spatial data to represent commercial fisheries. The data represented in the graphs was the best data that was made available to use to use. This was a very comprehensive multi-month data acquisition process that we underwent, but there is certainly an opportunity, if there is better available data, to enter that into the analysis.

Commissioner Brennan – Is four years of data in the scientific community considered just barely getting our toes in the water?

Seth Theuerkauf, NOAA – A five year period was utilized to reflect the most recent period in terms of these fisheries. Some of these efforts are a single year fisheries data. In this case, we wanted to utilize at least a five year period to represent water trends.

Commissioner Brennan – Was runoff and debris from coastal rivers factored into this analysis?

Seth Theuerkauf, NOAA – Those impacts may be better represented in the data itself in terms of where trawl track lines and squid landing sites are. Others in the room may be more knowledgeable in terms of some of this specifically.

Commissioner Brennan – I would encourage anybody in the audience that has this information to present to staff to incorporate into the analysis.

Commissioner Brennan – Any comments on what you heard about Sea Bass nurseries and fisheries?

John Davis IV, Dudek – We are still preparing the essential fish habitat assessment and we recognize that White Sea bass is definitely an important species that has come from being rare to being more common. Commercial and sports fisherman target this species in June and July, which tend to be the peak months. When we wrap it up, we will have more data included. At this point, we did not include it due to the trawl and squid landings data, which was big.

Commissioner Brennan – How do you see the mussel farms in regard to aquaculture and its effects on water quality?

Diane Windham, NOAA – Shellfish need clean water and they do have a filtering effect. We see that from shellfish growing in our estuaries in Tomalas Bay, where it used to be completely devoid of sea grass and eel grass and now the eel grass is growing right up to the edges of the shellfish beds. There is a lot of research being done that speaks to the ecosystem services that shellfish production can provide in the open ocean environment where you have a lot more dilution and movement of the water. On the water quality concern side, it is lessened by being in an offshore environment where you have active wave energy and currents. You also don't have much in the way of natural deposition from shellfish; they're filter feeders so they're not fed anything, so you're not going to have that deposition.

Also worth mentioning, is the National Shellfish Sanitation Program (NSSP) compliance. In State waters, shellfish growers work with the California Department of Public Health to ensure that their shellfish meet the national shellfish sanitation program requirements. NSSP is implemented by the FDA and the FDA and NOAA's Seafood Inspection Program have been working together to make available a pathway for compliance in federal waters that hadn't previously existed because there has been national fish growers in federal waters, both on the east and west coast. There have been a couple of growers in federal waters who needed to be able to comply with the NSSP requirements. There is a compliance pathway for federal waters and both the FDA and NOAA Seafood Inspection are working closely with Coastal Marine Biolabs to be able to utilize that compliance pathway for the VSE project if it's permitted. They also have interest in getting their lab certified by the FDA to be able to conduct some of the biotoxins testing themselves. The water quality is part of the testing that's required and water body classification; that goes into the baseline information, which is very important to have. Appropriate monitoring requirements would be part of the permit; it's very important that the monitoring requirements actually be number one; that they are actually measuring things that are meaningful so you do understand the positive effects there and also feasible monitoring can actually be conducted without costing a lot and putting someone out of business. We the regulatory agencies also need to be thinking about that in terms of what we require in a permit to ensure that its

meaningful, what to do with the data, understand it and apply it to management decisions, as well as, making that data accessible to others.

Commissioner Brennan – I know we're all worried and hesitant about losing something and maybe not gaining anything, but I think that this would be a prime example of embracing a new technology and science. I encourage anyone in the audience who has more information to give it to staff to put through the filters, so we can make the right decisions.

Commissioner Friedman – Would like to know your opinion on whale entanglement.

Diane Windham, NOAA – The entanglement issue related to aquaculture gear is something NOAA has been paying close attention to for a number of years. We actually held a protected species aquaculture gear interactions workshop three years ago in Massachusetts in response to the entanglement concerns on the east coast. In preparation for that workshop, literature related to aquaculture gear and protected species interactions was globally reviewed and in a 33 year period five notices of interactions were filed; three of which were fatal and the other two were resolved. My point is that the gear is different. It is really appreciated hearing comments from the public because that is how we solve problems together. Some of the comments you made about the thickness of the ropes and the ability to entangle is much lessened and that is true. The use of breakaways is something they have used on the east coast to help prevent this. What they are finding, however, is that where there are instances of entanglement is with the spat lines. This project is not using spat lines, seated lines will be brought in. I have acquired funding, which will be used for a west coast/Southern California workshop on protected species interactions with aquaculture gear specifically to get at these issues because a big part of it is education; to help people understand the differences in gear types, but also we want to be able to recognize and address if there are gear types that some species of mammals are more vulnerable to. There are several tools in development that will be able to help us like robotic models and 3D models that simulate how different species move in the water. Also, it comes down to the monitoring requirements where there's an absence of data.

Commissioner Friedman – Would like your opinion on marker buoys and if people will hit them?

Diane Windham, NOAA – I am not aware of any incidents of vessels hitting buoys. The Coast Guard does have requirements for lighting buoys. Perhaps this may be a Coast Guard or Army Corps question.

Commissioner Ashworth – Can you explain the way in which the aid to navigation will be required and permitted through the Coast Guard?

Laurie Monarres, Dudek – One of the permits that we will require in the future once we have the final site determined is a private aid to navigation permit and that comes through the Coast Guard. There are set requirements to obtain a permit when you are putting these types of buoys out there and they have their own conditions through the Coast Guard on how they need to be marked, identified and lit. There is actually a best management practice that we're incorporating for navigation.

Commissioner Brennan – I want to recognize the technologies coming into this. There is certainly a lot out there that could be a real asset and help in both monitoring and species entanglement incidents. Technology is bringing back an industry that was very conducive to our coast lines and we can do it in partnership.



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

**ADJOURNMENT:** The meeting was adjourned at 9:32PM.

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Secretary

# VENTURA PORT DISTRICT

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## BOARD OF PORT COMMISSIONERS MINUTES OF OCTOBER 24, 2018

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The Regular Meeting of the Ventura Board of Port Commissioners was called to order by Vice Chairman Brian Brennan at 7:01PM at the Ventura Port District Administration Office, 1603 Anchors Way Drive, Ventura, CA 93001.

### **Commissioners Present:**

Brian Brennan, Vice Chairman  
Jim Friedman, Secretary  
Chris Stephens  
Jean Getchell

### **Commissioners Absent:**

Everard Ashworth, Chairman

### **Port District Staff:**

Oscar Peña, General Manager  
Brian Pendleton, Deputy General Manager  
John Higgins, Harbormaster  
Jennifer Talt-Lundin, Marketing Manager  
Joe Gonzalez, Facilities Manager  
Gloria Adkins, Accounting Manager  
Jessica Rauch, Clerk of the Board

### **Legal Counsel:**

Dominic Nunneri

## **AGENDA**

**CALL TO ORDER:** By Vice Chairman Brennan at 7:01PM.

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

**ROLL CALL:** Commissioner Ashworth was absent.

## **ADOPTION OF AGENDA**

**ACTON:** Commissioner Friedman moved, seconded by Commissioner Getchell and carried by a vote of 4-0 to adopt the October 24, 2018 agenda.

## **APPROVAL OF MINUTES**

The Minutes of the October 10, 2018 Regular Meeting were considered as follows:

**ACTION:** Commissioner Friedman moved, seconded by Commissioner Getchell and carried by a vote of 3-0 (Stephens abstained) to approve the minutes of October 10, 2018, with the following addition to Standard Item 4:

Note: As a requirement of the FPPC Rules, Commissioner Friedman disclosed that he received a campaign donation from Michael Sondermann.

**PUBLIC COMMUNICATIONS:** Tom Buenger, Real Estate Agent for Julie's Alps, spoke on behalf of the owner to put in a good word for the RFP consideration.

**CLOSED SESSION REPORT:** Mr. Nunneri 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 Getchell attended the Island Packers 50<sup>th</sup> Anniversary Cruise, which benefited Project Understanding. She had not been on an Island Packers boat in 20 years and it was nice to see the improvements they have made to the boats. The food was also good.

**STAFF COMMUNICATIONS:** Mr. Peña spoke positively on the increase of tenant sales in the Village and the number of visitors the Village received in September. Mr. Pendleton reported that marketing staff will help get the word out to Village tenants for the November 14<sup>th</sup> meeting because the agenda will include the Village Painting Project and Village Parking Plan.

**LEGAL COUNSEL REPORT:** Mr. Nunneri updated the Commission on a California Appellate Court decision in Ribakoff v. City of Long Beach, which held that a transit board's restriction of public comment to three minutes per person, per agenda item, does not violate the Brown Act.

## **CONSENT AGENDA:**

### **A) Approval of Out of Town Travel Requests**

Recommended Action: Voice Vote.

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

- a) Marketing Manager, Jennifer Talt-Lundin to Monterey, California to participate in the Central Coast Board Workshop and Meeting; and
- b) Consultant, Richard Parsons to travel to San Francisco, California to attend a California Coastal Commission (CCC) Meeting.

**ACTION:** Commissioner Stephens moved, seconded by Commissioner Getchell and carried by a vote of 4-0 to approve the out of town travel requests for the Marketing Manager, Jennifer Talt-Lundin to Monterey, California to participate in the Central Coast Board Workshop and Meeting; and Consultant, Richard Parsons to travel to San Francisco, California to attend a California Coastal Commission (CCC) Meeting.

**STANDARD AGENDA:**

**1) Downtown Ventura Harbor Trolley Partnership and Services**

**Recommended Action: Informational.**

That the Board of Port Commissioners receive an informational report from Kevin Clerici, Executive Director for Downtown Ventura on the Downtown Ventura Harbor Trolley Partnership and Services.

**ACTION: The Board received an informational report from Kevin Clerici, Executive Director for Downtown Ventura on the Downtown Ventura Harbor Trolley Partnership and Services.**

Public Comment: Sam Sadove is a supporter of the trolley and was part of its initiation. He does not agree with some things that have occurred in the process and many times during his contribution, which was equal to the District's at the time. He thinks the District is taking an appropriate step in reducing its contribution, due to reduced services. He hopes the Downtown Organization will put a greater effort into getting others to contribute. (See attached letter that was submitted at the meeting) Councilmember Heitmann commented that when she first came on the Council, she was approached by the "Sam's" who had a vision for how to move people around Ventura. She took this project on and started working with Mr. Clerici. She believes it's a benefit to tourism and to the Harbor. Residents in the Pierpont neighborhood also utilize it. She thinks it's a good idea to get the stakeholders together to discuss what the viability and future is of the Trolley. The City has contributed a large capital expense and Councilmember Weir is advocating for the City to be more involved, possibly through advertising or looking into grants. Councilmember Heitmann asked the Commission to think about reinstating the full contribution.

**2) Approval of a Budget Adjustment for Repair of a Harbor Cove Beach Water Line**

**Recommended Action: Voice Vote.**

That the Board of Port Commissioners approve a budget adjustment in the amount of \$44,900.00 to repair a fractured water line at Harbor Cove Beach.

**ACTION: Commissioner Stephens moved, seconded by Commissioner Friedman and carried by a vote of 4-0 to approve a budget adjustment in the amount of \$44,900.00 to repair a fractured water line at Harbor Cove Beach.**

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

**ADJOURNMENT:** The meeting was adjourned at 8:14PM.

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Secretary



# BOARD OF PORT COMMISSIONERS NOVEMBER 14, 2018

## DEPARTMENTAL STAFF REPORTS

DREDGING  
FACILITIES  
HARBOR PATROL  
MARINA  
MARKETING  
PROPERTY

## **RWP DREDGING MANAGEMENT**

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

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November 14, 2018

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

### **Subject: October/November 2018 Dredging Activities and Special Projects Report**

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

#### **FY2019 Corps of Engineers Dredging**

With \$5,370,000 in federal funding now committed to the FY2019 maintenance dredging of the Ventura Harbor entrance channel and sand traps, the Los Angeles District of the Corps of Engineers is proceeding with preparations for the dredging effort. On October 5, 2018, a Draft Environmental Assessment (DEA) for a Six Year Ventura Harbor Federal Maintenance Dredging Program was made available for public comment. No comments of substance have been received.

The Los Angeles District is now finalizing contract documents for the dredging effort that is expected to commence in February 2019. Competitive bids will be sought for the work in early December 2018 with a bid opening in early January 2019. A re-sampling of the sediments in areas B and D of the entrance channel is also scheduled for late November. The hope is that the re-sampling will indicate that the sediments in areas B and D are predominately coarse grained and thus acceptable for deposition in the surf zone. The Corps' initial bid package will treat areas B and D as optional bid and work areas. When the results of the sediment re-sampling become available in mid-December, an addendum to the bid package will be issued reflecting whatever contract adjustments are necessary to accommodate the new sampling results.

#### **Inner Harbor Sediment Sampling**

Rincon Consultants collected sediment samples throughout the harbor in early October pursuant to the previously approved Sampling and Analysis Plan (SAP). The results are expected to be available by mid-November. The effort is being coordinated with similar work by the City of Ventura for the Ventura Keys.

#### **Surface Water Monitoring Program**

In May of this year the staff of the Los Angeles Regional Water Quality Control Board contacted the Port District and the City of Ventura and requested that both the Port and the City resume weekly bacteria monitoring of the harbor and keys waterways. The requested monitoring would be for a two year period and would assess whether there was an indication of water quality impairment for enterococcus within the harbor and keys. A draft Surface Water Monitoring Program was prepared by the City and the Port and submitted to the Water Board staff in September 2018. That program has now been approved and the District is now negotiating a

cost sharing agreement with the City. The District cost is expected to be about \$25,000 per year or \$50,000 over two years. If after two years of monitoring there is found to be an impairment, the Water Board would then consider adoption of a TMDL to address that impairment.

### **Fish Pier Deck Repairs**

Garland/DBS and their subcontractor have now removed an average of about 2 inches of the concrete surface from the eastern half of the fish pier deck. In some limited areas, however, as much as 5 inches of concrete was removed due to the crumbling character of the material. This Garland claimed would result in the need to fill those areas with more material than was anticipated in the contract documents and would thus require an increase in the \$499,950.00 contract cost. In order to confirm Garland's position in this matter, the District's engineer, Noble Consultants, had a detailed survey of the deck surface (post removal) prepared and then issued a revised scope of work for the job. As a result a reduction in the cost of the work appeared to be appropriate. This then required Garland to renegotiate their contract with their subcontractor, Superior Concrete Surfaces. During those negotiations Garland shut the job down for about a two week period. On November 2, 2018, Garland was advised that the District was extremely disappointed in their performance and was prepared to advise their bonding company that the District was prepared to take over the work. There followed a series of contacts with Garland officials on the east coast resulting in Garland's subcontractor going back to work. Noble Consultants is now determining the appropriate contract cost reduction.

### **Parking Lot Pavement Repairs and Slurry Work**

While Toro Enterprises has now completed the harbor wide pavement repair program at a cost of \$352,464.40, an apparent deficiency has developed with the slurry overlay and the striping in some areas. We met with Toro on September 28 to discuss this problem and at this point neither Toro nor the District's engineer for this job, Jensen Design and Survey, can identify a cause or a solution. There was agreement that it could be useful to wait and see how the surface holds up in the coming winter rains. At this point the work has not been accepted by the District and final payment has not been made to the contractor.

### **Harbor Village Dock Project**

The California Coastal Commission approved a new Coastal Development Permit for the replacement of Docks C, D, G and H at Harbor Village at their meeting in San Francisco on November 7, 2018. Bellingham Marine Industries is proceeding with the preparation of the final dock construction drawings pursuant to their \$4,317,967.00 contract for the new docks.

Respectfully submitted,

*Richard Parsons*

Dredging and Special Projects Consultant

## VENTURA PORT DISTRICT DEPARTMENTAL STAFF REPORT

Meeting Date: November 14, 2018

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

### **FACILITIES:**

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



### **MARINA:**

Staff continues to perform monthly inspections on all gangways, docks, fire extinguishers and fire boxes.

### **MARKETING:**

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

### **ON-GOING PROJECTS:**

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

- 1575 Suite 106 B (*Barefoot Boutique*)
- 1583 Suite 101 (*The Greek Mediterranean Steak & Seafood Restaurant*)
- 1591 Suite 112 (*Le Petit Café Bakery*)

***Re-Roofing Phase II (1431, 1591, 1691):*** Garland Company is currently working on the final walk-thru punch list. All roofs are completed and waterproofed and the project is currently 100% done. Another final walk-thru inspection for final approval will be scheduled.



***Harbor Cove Beach Water Line Repair:*** The City of Ventura permitting departments have approved the relocation of the water line for the Harbor Cove Beach restrooms and showers. We are currently working with the contractor and the City's Water Department to schedule the installation for the week of November 12<sup>th</sup>. Ground surveys have been started on the abandoned area and the new location for the water line/meter that will be feeding the Harbor Cove Beach restrooms and public showers.



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

Meeting Date: November 14, 2018

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

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**PUBLIC SAFETY**

**Overview:**

We continue to work with the Ventura Police Department to enhance their familiarity with the Harbor and problem areas. Last week I had a meeting with a Commander with the department and we put together a strategy that we will follow moving forward. Next week I will meet with another member of their staff to work on unified messaging to help the residents of the Harbor better understand each agencies roles and responsibilities. We feel this will increase efficiency and result in a higher level of service within the Harbor.



**Weather:**

We continue to experience summer like conditions due to the regular high pressure events. The water is still in the high 60's, which for this time of the year is welcomed by most people recreating on our beaches and in the water.

Due to the erratic nature of the north east winds, we continue to watch the weather to stay informed on the types of events. We deliver daily weather reports to our local marinas, update the electronic message board at the Public Launch Ramp, and fly our Small Craft Flags assertively to minimize boaters being caught off guard.

We use a number of websites to develop our weather planning:

<https://www.weather.gov/lox/>

[https://www.wrh.noaa.gov/total\\_forecast/getprod.php?afos=afdlox&wfo=lox&new](https://www.wrh.noaa.gov/total_forecast/getprod.php?afos=afdlox&wfo=lox&new)

<http://marine.weather.gov/MapClick.php?zoneid=pzz650#.W-W0Uy2ZNUM>

<https://www.windy.com/?34.285,-119.222,5>

<https://www.surfline.com/surf-forecasts/ventura/58581a836630e24c4487900c>

**BEACHES**

**Harbor Cove:**

The beach remains very active both midweek and weekends. The water issue has not resulted in decreased use, but many of the visitors are looking forward to the issue being resolved.

We have decided to keep the beach access mat out on the beach past the summer due to the continued use of the beach. We will monitor the sand movement and other conditions and will work with the City when appropriate to break it down and store it until after dredging.

**South Beach:**

The South Beach has not seen any significant north or north west strong winds or wave events and the result is a robust beach. Also, the beach access gate has been secured and is no longer regularly left open. We are hopeful that by removing this temptation there will no longer be unauthorized vehicles driving out on to the beach.

## **HARBOR TRAFFIC**

Commercial Fishing has been sporadic the last few months but has picked up notably this last month. The Harbor Patrol staff works in tandem with the Marina staff to ensure that the fleet is able to work cohesively with our local boaters. Vessel speed, noise, pollution, and parking are some of the areas we focus on. We have been very successful and there have been little to no complaints from the Harbor tenants.

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

- Met with Ventura Police Department (Crime Prevention Planning)
- Attended a Regional Maritime Anti-Smuggling Meeting
- Met with Ventura City Fire Marshall (Discussed Local Issues)
- Senior Harbor Patrol Officer Pat Hummer assisted with Interviews (Ventura County Harbor Patrol)

## **SOUNDINGS**

The last reports soundings will still be consistent with current depths. There have not been any significant wind or wave events since the last soundings.

## **911 DISPATCHES (15 CALLS SINCE 10/16/2018)**

Incident	Case Numbers	Units	Priority	Problem	Agency	Address	City	Response Date
<a href="#">18-0083946</a>		B3, E125, HARB1, ME1, ME2, ME5, ME7, MT105	F7	HAZARD INVESTIGATION	Ventura County Fire Department	1215 ANCHORS WAY	Ventura	10/16/2018 11:27:49 AM
<a href="#">18-0084044</a>	NO CODE-F7(F7)	HARB1, ME1, ME2, MED892	M5	FALLS	Ventura County Fire Department	1215 Anchors Way	Ventura	10/16/2018 4:43:17 PM
<a href="#">18-0084389</a>		HARB1, ME2	F7	PUBLIC SERVICE	Ventura County Fire Department	1215 Anchors Way	Ventura	10/17/2018 5:17:38 PM
<a href="#">18-0084993</a>		HARB1, ME2	F7	INVESTIGATION	Ventura County Fire Department	1559 SPINNAKER DR	Ventura	10/19/2018 2:01:29 PM
<a href="#">18-0085266</a>		HARB1, LIFE1, ME1, MED482	M3	CHEST PAIN NON TRAUMA HIGH	Ventura County Fire Department	34°16'23 / 119°18'15		10/20/2018 9:53:40 AM
<a href="#">18-0086410</a>		AIRSQ9, B1, B19, CSTGRD1, EMS63, HARB1, LIFE1, ME1, MED892, OR1	F5	OCEAN RESCUE LOW	Ventura County Fire Department	135 Shoreline Dr	Ventura	10/23/2018 4:16:26 PM
<a href="#">18-0086538</a>		HARB1, ME2, MED482	M5	TRAUMATIC INJURIES NON EMD	Ventura County Fire Department	1400 Spinnaker Dr	Ventura	10/24/2018 5:43:09 AM
<a href="#">18-0086618</a>		HARB1, ME2, MED481	M5	UNKNOWN PROBLEM NON EMD	Ventura County Fire Department	1404 ANCHORS WAY	Ventura	10/24/2018 12:32:09 PM
<a href="#">18-0086823</a>		AIOPS12, AIRSQ9, B1, B25, B61, BOAT19, CSTGRD1, EMS63, HARB1, IO12, LIFE1, ME1, ME2, ME5, ME51, MED481, OR1, OR51, OR66, R66, T68	F4	OCEAN RESCUE HIGH	Ventura County Fire Department	1860 Spinnaker Dr	Ventura	10/25/2018 4:21:24 AM
<a href="#">18-0088638</a>		HARB1, ME102, MED481	M5	FALLS	Ventura County Fire Department	1575 Spinnaker Dr	Ventura	10/31/2018 11:45:45 AM
<a href="#">18-0088687</a>		HARB1, ME102, MED492	M5	FALLS	Ventura County Fire Department	1215 ANCHORS WAY	Ventura	10/31/2018 1:58:04 PM
<a href="#">18-0089014</a>		HARB1, MED481, MT5	M5	MEDICAL ALARM	Ventura County Fire Department	1215 Anchors Way	Ventura	11/1/2018 5:36:33 PM
<a href="#">18-0089519</a>		HARB1, ME102, MED482	M3	CHEST PAIN NON TRAUMA HIGH	Ventura County Fire Department	1050 Schooner Dr	Ventura	11/3/2018 1:04:46 PM
<a href="#">18-0090473</a>		A61, HARB1, ME102, MED691, MT5	F4	TC	Ventura County Fire Department	E Harbor Blvd / Olivas Park Dr	Ventura	11/6/2018 5:32:15 PM
<a href="#">18-0090665</a>		HARB1, ME102, MED481, MT5	F4	TC	Ventura County Fire Department	Spinnaker Dr / E Harbor Blvd	Ventura	11/7/2018 1:19:25 PM

## **VENTURA PORT DISTRICT**

### **DEPARTMENTAL STAFF REPORT**

Meeting Date: November 14, 2018

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

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### **VENTURA HARBOR VILLAGE MARINA OCCUPANCY AND SQUID PRODUCTION**

The October marina tenant slip occupancy is 100% full. More squid seiners have been arriving than we can accommodate. This is in anticipation of a good squid fishing season. Arriving transient squid vessels in search of moorage have been redirected to Channel Islands Harbor. Channel Islands commercial marina reported they have filled up and have no seiner moorage available as the end of October approached. The nearest available moorage for newly arriving squid vessels is now located in San Pedro, which will place them too far away for landing squid at Ventura Harbor.

All three squid offloading companies, Silver Bay, Del Mar and De Luca, were actively landing squid in October.

Silver Bay	368,423 tons
De Luca	34,198 tons
Del Mar	20,764 tons

A total of 423,385 tons of squid were offloaded in October.

At the time this report was written, November 7, 2018, the rate of daily squid landings in Ventura Harbor have increased.

### **TECHNOLOGY**

The Ventura Harbor has become inundated with organizations and persons using wireless communication antennas in the commonly available 2 and 5 gigahertz band. Specialized communication antennas have been installed on the rooftop of the Port District Office and the 1591 building of Ventura Harbor Village. The new antennas provide secure and faster communications linking the two locations and use a frequency that is available only to Public Safety Agencies.

Fiber optic cable runs have been completed connecting the 1449 and 1431 buildings for the purpose of improving communications and providing for installation of additional IP security cameras which will be installed in early November.

New backup systems have been installed in order to begin offsite data storage to Amazon Cloud Services. Amazon Cloud Services offers one of the world's most secure data storage services.

# Marketing / Promotions

Date Range: October 1 – October 31, 2018

## Meetings

**Oct 2:** Ventura County Tourism Impact Summit

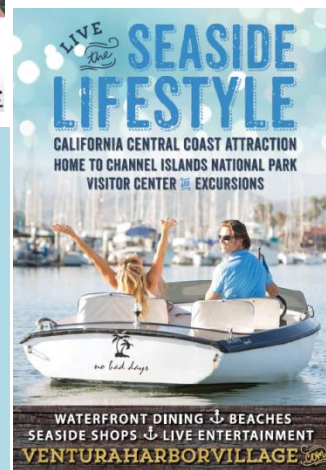
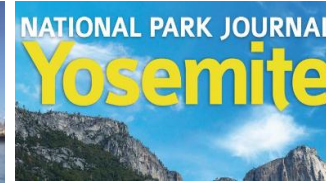
## Special Advertising

### Phoenix Magazine (Arizona)

Ventura Harbor Village: Ad & article coverage. Visit Ventura has targeted Arizona as a key tourism market. Article reads “you could easily spend an entire weekend exploring...” Ventura Harbor Village. 350k+ Readership | 94% of Readers Travel | \$179k average household | 66% Family Subscribers  
**October Advertising Publications:** Happenings | SB Family Life | VC Star | Ventura Breeze Acorn Camarillo | Macaroni Kid | Valley Scene



We visited  
[@venturaharbor](http://www.venturaharbor.com)



## Thomas Fire victims given reprieve

**Supervisors extend time for rebuilding**  
Ventura County supervisors agreed Tuesday to change rules to allow more flexibility for those who lost homes in the Thomas Fire, which destroyed more than 10,000 homes in the county last December. The new rules would give those who lost homes in the fire more time to rebuild and allow them to build back more quickly than the previous 18-month deadline. The new rules would give those who lost homes in the fire more time to rebuild and allow them to build back more quickly than the previous 18-month deadline. The new rules would give those who lost homes in the fire more time to rebuild and allow them to build back more quickly than the previous 18-month deadline.



## Video aims to help businesses rebound

**Video aims to help businesses rebound**  
Ventura County supervisors agreed Tuesday to change rules to allow more flexibility for those who lost homes in the Thomas Fire, which destroyed more than 10,000 homes in the county last December. The new rules would give those who lost homes in the fire more time to rebuild and allow them to build back more quickly than the previous 18-month deadline. The new rules would give those who lost homes in the fire more time to rebuild and allow them to build back more quickly than the previous 18-month deadline.

## Press Releases

- Edited & Distributed Island Packers 50<sup>th</sup> Anniversary Island Trip Specials
- Distributed 5 Ways to Celebrate National Seafood Month press release & blog post

## Marketing Revenue Via Fees

- Film Revenue: \$5,600 in 6 Film Fees collected since July 1, 2018
- Seafood Taste Revenue: \$ 2,475 | Weddings/Events: \$11,225 since July 1, 2018





# Eat FISH and SEAFOOD

## CELEBRATE NATIONAL SEAFOOD MONTH

### 5 Ways to CELEBRATE NATIONAL SEAFOOD MONTH

**SEAFOOD TASTE 2018,**  
OCTOBER 6 | 11 AM - 2 PM  
7 TASTES + A SWEET TREAT  
VENTURA HARBOR VILLAGE  
\$15/PERSON

#### SHOP FRESH SEAFOOD

SATURDAY FISHERMEN'S  
MARKET: 8AM UNTIL SOLD  
ANDRIA'S SEAFOOD MARKET:  
OPEN DAILY

**EAT & BUY  
SUSTAINABLE CATCH**  
WILD LOCAL SEAFOOD CO.:  
OPEN DAILY

**DISH ON FISH  
TWICE A WEEK**

It's  
Healthy!

13 VENTURA HARBOR  
WATERFRONT RESTAURANTS  
100+ SEAFOOD DISHES  
& HANDCRAFTED CLAM  
CHOWDERS

**CATCH, EAT, REPEAT:**  
DEEP SEA FISHING  
BOOK FULL DAY &  
OVERNIGHT TRIPS WITH  
VENTURA SPORTFISHING



165

TICKETS  
SOLD

8

PARTICIPATING  
RESTAURANTS

471

SEAFOOD  
PHOTOS TAKEN



### DIGITAL ADVERTISING INITIATIVES:

SOCIAL MEDIA | PAID BOOSTED POSTS

44,989

PEOPLE REACHED THROUGH  
SOCIAL MEDIA CHANNELS

6

WINNERS  
CHOSEN





ALAHULA KAI O MALEKA

# Hikianalia

CALIFORNIA VOYAGE



## ALOHA! VENTURA HARBOR WELCOMES HAWAIIAN CANOE HIKIANALIA OCTOBER 7-10, 2018

What a wonderful opportunity to host this voyaging canoe to Ventura Harbor. Hundreds came for the Welcome Ceremony & the Canoe Tours on October 7 along with traditional Hawaiian music & dance all day. Hikianalia hosted school educational tours, lectures & corporate events through March 10.



**553**

Visitors for  
Canoe Tours  
on Oct. 7th

**2,000**

Live Stream  
Viewers of  
Arrival

"Mahalo mui"  
("Thank you very much") to all  
involved & to following:

Commissioner Brennan as welcome host to Ventura Harbor / Ventura community;  
The Greek Mediterranean Steak & Seafood for generously hosting the Hikianalia crew;

Yvonne Menard, CINP Public Information Officer; Harbor Patrol; Harbor Village Marina Manager & Courtesy Patrol; VPD Maintenance Crew;  
VPD Marketing Staff; Channel Islands National Park Visitor Center; <sup>26</sup> Ventura Harbor outrigger clubs; Chumash Tribe community members;

Ventura/Camarillo Hawaiian community members; Hikianalia crew & staff, and to Patagonia for extending the invitation to visit the Ventura Harbor.

**150**

School  
Children

**60**

Attendees to Crew  
Presentation at  
CINP Visitor  
Center



# seaside BOO!



SPONSORED  
BY: VENTURA  
PET BARN

## Howl-O-Ween

FREE DOG COSTUME CONTEST  
SATURDAY, OCTOBER 20 | 11 AM



## Seaside Trick or Treat

BRING YOUR GOODIE BAG!  
SATURDAY, OCTOBER 27 | 1-3 PM



## Thrill the World

ZOMBIE "THRILLER" DANCE  
SATURDAY, OCTOBER 27 | 3 PM

56

Dogs costume  
entries with over 70 dogs  
participating

7

Tenants participated with  
prizes for Howl-O-Ween

28

Tenants participated with  
candy for Trick or Treat



60

Dancing Zombies for  
Thrill the World

500-600

27

Kids Trick or  
Treating

89,686

Reached on  
Social Media



# Social Media Profiles

Date Range: October 1 – October 31, 2018

## INSTAGRAM

Total Followers

11.5k



494  
Engaged



480  
Engaged



271  
Engaged

## FOLLOWERS

 11.5k

Total Followers

Total followers increased by

▲3.3%

since previous date range

## ENGAGEMENT

 5,089

Likes Received

 165

Comments Received

## FACEBOOK

Total Fans

21.9k



Total Impressions

 669.6k

Average Daily Users Reached

10.4k

Total Impressions increased by

▲0.9%

since previous date range

 3,089

Engagements

## TWITTER

Total Followers

4,995



**Ventura Harbor** @VenturaHarbor · Oct 26

City of Seiners just off PCH at County Line - squid boats light up the waters like a city at sea. Squid season at #VenturaHarbor has begun! 🐙

28

Total followers increased by

▲0.8%

since previous date range

 9,078

Organic Impressions

 98

Total Engagements



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

Meeting Date: November 14, 2018

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

**TENANT REPORT**

- 1) *Mermaid Gallery* – 1575 Spinnaker Drive #107B – Tenant continues to upgrade her space by replacing folding display tables with antique cabinets that serve multiple purposes for storage of inventory and display units that add more of a shabby chic appearance. She also had a curtain storage room and now built herself an enclosed storage

Storage Room



Before



After



- 2) *Top This Chocolate* - 1559 Spinnaker Drive #109 - Tenant is currently working with Ventura County Health Department to resolve a larger chocolate machine unit approval. There are certified small scale machines, but are inefficient for the scale of commercial retail use.
- 3) *Margarita Villa* - 1567 Spinnaker Drive #200 - We are working on a new lease agreement with this tenant and identifying the building and tenant improvements.
- 4) *Village Carousel* - 1567 Spinnaker Drive #100 - The tenant participated in the RFP Lighthouse project and the Port District has decided to keep this tenant on a month-to-month lease, while leasing committee evaluates new uses for the space.
- 5) *BS Taproom* - 1591 Spinnaker Drive #115 - We have no activity on this project.
- 6) *Rhumb Line* - 1510 Anchors Way - The restaurant is temporarily closed for minor renovations and will reopen on Friday, November 9<sup>th</sup> as the Waters Edge Restaurant and Bar.

**LEASING OUTREACH**

1) Leasing Outreach

- Daily exposure with our ads online via Loopnet/Costar which covers the following:
  - 24 Million visitors to these sites
  - 83% of all 2016 commercial real estate transactions involved these sites
  - 200,000 commercial real estate professional use CoStar services

**SALES, MOTIONLOFT AND OCCUPANCY REPORTS**

The October sales, Motionloft and Harbor Village Occupancy Reports will be included in the December meeting packet.



# BOARD OF PORT COMMISSIONERS

NOVEMBER 14, 2018

## CONSENT AGENDA ITEM A

APPROVAL OF OUT OF  
TOWN TRAVEL REQUESTS

**VENTURA PORT DISTRICT  
BOARD COMMUNICATION**

**CONSENT AGENDA ITEM A**  
Meeting Date: November 14, 2018

TO: Board of Port Commissioners  
FROM: Oscar F. Peña, General Manager  
SUBJECT: Out of Town Travel Requests

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**RECOMMENDATION:**

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

- A) Deputy General Manager, Brian Pendleton to travel to San Diego, California to participate in the Maritime Alliance's BlueTech Summit on November 6-8, 2018. Mr. Pendleton will be a speaker at this summit to discuss the VSE project. Estimated cost for the travel is as follows:

Registration	\$350.00
Lodging	\$505.23
Mileage	\$207.10
Meals	\$235.00
Misc	\$100.00
<b>TOTAL</b>	<b>\$1,397.33</b>

- B) Accounting Manager, Gloria Adkins to travel to Palm Desert, California to attend a Liebert Cassidy Whitmore's Public Sector Employment Law Annual Conference 2019 on January 23-25, 2019. Attending this meeting will allow Ms. Adkins to become up to date on new laws regarding wages, retirement, benefits and employment relations. Estimated cost for the travel is as follows:

Registration	\$550.00
Lodging	\$606.20
Mileage	\$201.65
Meals	\$235.00
Misc	\$100.00
<b>TOTAL</b>	<b>\$1,692.85</b>

- C) Harbormaster, John Higgins to travel to Palm Desert, California to attend a Liebert Cassidy Whitmore's Public Sector Employment Law Annual Conference 2019 on January 23-25, 2019. Attending this conference will allow Mr. Higgins to become up to date on public safety employment law. Estimated cost for the travel is as follows:

Registration	\$550.00
Lodging	\$606.20
Mileage	\$224.54
Meals	\$235.00
Misc	\$100.00
<b>TOTAL</b>	<b>\$1,715.74</b>



BOARD OF PORT COMMISSIONERS

NOVEMBER 14, 2018

CONSENT AGENDA ITEM B

APPROVAL OF NEW OFFICE LEASE  
AGREEMENT FOR COASTWIDE  
CORPORATION

**VENTURA PORT DISTRICT  
BOARD COMMUNICATION**

**CONSENT AGENDA ITEM B**  
Meeting Date: November 14, 2018

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

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**RECOMMENDATION:**

That the Board of Port Commissioners approve a new Office Lease Agreement between the Ventura Port District dba Ventura Harbor Village and Coastwide Corporation for the premises located at 1583 Spinnaker Drive #212 consisting of a total of 374 square feet for a one (1) year term with a one (1) year option.

**SUMMARY:**

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

**BACKGROUND:**

Coastwide Corporation is a Real Estate Development company that has been a Village tenant since 2006. Coastwide Corporation also holds a General Building Contractor, Fire Protection Contractor and Plumbing license. They have projects throughout California and Arizona. They love the Ventura Harbor and would like to continue tenancy for a short time prior to retiring their business.

**FISCAL IMPACT:**

This new lease reflects current market rental rates for office space in the complex. The annual occupancy cost for this tenant is approximately \$8,100.00. The minimum rent over the one year term and one year option is adjusted annually by a three percent step increase.

**ATTACHMENTS:**

None.



BOARD OF PORT COMMISSIONERS

NOVEMBER 14, 2018

CONSENT AGENDA ITEM C

APPROVAL OF NEW OFFICE LEASE  
AGREEMENT FOR SIERRA PACIFIC  
MORTGAGE

**VENTURA PORT DISTRICT  
BOARD COMMUNICATION**

**CONSENT AGENDA ITEM C**  
Meeting Date: November 14, 2018

---

TO: Board of Port Commissioners  
FROM: Robin Baer, Property Manager  
SUBJECT: Approval of New Office Lease Agreement for Sierra Pacific Mortgage  
1583 Spinnaker Drive #213/#214

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**RECOMMENDATION:**

That the Board of Port Commissioners approve a new Office Lease Agreement between the Ventura Port District dba Ventura Harbor Village and Sierra Pacific Mortgage for the premises located at 1583 Spinnaker Drive #213/#214 consisting of a total of 1,210 square feet for a two (2) year term with a two (2) year option.

**SUMMARY:**

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

**BACKGROUND:**

Sierra Pacific Mortgage provides quality mortgage lending services throughout the United States. Michael and Janette Quinn have been tenants since April 2015. In 2016, the Quinn's expanded their original space of 791 square feet to 1,210 square feet by obtaining the available space next door to their unit to add more personnel.

**FISCAL IMPACT:**

This new lease reflects current market rental rates for office space in the complex. The annual occupancy cost for this tenant's first year is approximately \$24,372.00. The minimum rent over the two year term with two year option is adjusted annually by a three percent step increase.

**ATTACHMENTS:**

None.



BOARD OF PORT COMMISSIONERS

NOVEMBER 14, 2018

CONSENT AGENDA ITEM D

APPROVAL OF 2019 PORT  
COMMISSION MEETING SCHEDULE



**VENTURA PORT DISTRICT  
BOARD COMMUNICATION**

**CONSENT AGENDA ITEM D**  
Meeting Date: November 14, 2017

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TO: Board of Port Commissioners  
FROM: Jessica Rauch, Clerk of the Board  
SUBJECT: Approval of 2019 Port Commission Meeting Schedule

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**RECOMMENDATION:**

That the Board of Port Commissioners approve the 2019 Port Commission meeting schedule.

**SUMMARY:**

The Board of Port Commissioners has continued to meet twice per month, with August dark and November/December once per month. This schedule worked well for 2018 and is shown in the attached 2019 schedule.

**BACKGROUND:**

Meetings of the Board shall be 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 – 2019 Port Commission Schedule

# ATTACHMENT 1

## 2019 Ventura Port District Board of Port Commissioners Meetings

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

<b>Wednesday</b>	<b>Closed Session</b>	<b>Open Session</b>
January 9	5:30PM	7:00PM
January 23	5:30PM	7:00PM
February 13	5:30PM	7:00PM
February 27	5:30PM	7:00PM
March 13	5:30PM	7:00PM
March 27	5:30PM	7:00PM
April 10	5:30PM	7:00PM
April 24	5:30PM	7:00PM
May 8	5:30PM	7:00PM
May 22	5:30PM	7:00PM
June 12	5:30PM	7:00PM
June 26	5:30PM	7:00PM
July 10	5:30PM	7:00PM
July 24	5:30PM	7:00PM
<i>August Summer Recess – No Meetings</i>		
September 11	5:30PM	7:00PM
September 25	5:30PM	7:00PM
October 9	5:30PM	7:00PM
October 23	5:30PM	7:00PM
November 13	5:30PM	7:00PM
December 11	5:30PM	7:00PM

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



BOARD OF PORT COMMISSIONERS

NOVEMBER 14, 2018

CONSENT AGENDA ITEM E

ACCEPTANCE OF \$169,860 SEA  
GRANT SUB-AWARD FOR THE  
VENTURA SHELLFISH ENTERPRISE  
PROJECT

**VENTURA PORT DISTRICT**  
BOARD COMMUNICATION

**CONSENT AGENDA ITEM E**  
Meeting Date: November 14, 2018

---

TO: Board of Port Commissioners  
FROM: Brian Pendleton, Deputy General Manager  
SUBJECT: Acceptance of \$169,860 Sea Grant Sub-Award for the Ventura Shellfish Enterprise Project

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**RECOMMENDATION:**

That the Board of Port Commissioners authorize the General Manager to sign the Cost Reimbursement Research Sub-award Agreement and related documents for \$169,860 which reflects the terms and conditions of the grant agreement for year one.

**SUMMARY:**

The grant is for a two year period on a one-plus-one yearly basis and second year grant funds is contingent upon funding availability. The year one grant period is from September 1, 2018 to August 31, 2019. The total two-year sub-award is approximately \$266,660.

**BACKGROUND:**

Increasing the supply of safe, sustainably produced domestic seafood is a priority for NOAA and the Department of Commerce. The Ventura Shellfish Enterprise (VSE) is a multi-stakeholder initiative that seeks to permit a commercial shellfish culture, which is technically proven as a method for the production of high value seafood with limited environmental impacts. However, the permitting process in California for such production is uncertain and not adequately developed to attract participation. The VSE project, now sited for regulatory review in federal waters proximate to Ventura Harbor, seeks to address several regulatory and planning challenges that create impediments to the expansion of a domestic marine shellfish culture industry in California. The key objectives of the 2018 Sea Grant include:

- Permit Assignment Strategy
- Environmental Review Seafood Safety and Quality
- Grower/Producer Compliance Training Program and Information Dissemination
- Project Summary

**FISCAL IMPACT:**

The grant requires a cost-share in the amount of \$136,105 for Year 1. The cost-share is achieved through in-kind contributions of time by Port District staff and volunteer participants.

Additionally, the Board approved \$80,000 in FY18/19 for project related professional services and expenses for the VSE project. Of the \$80,000, staff anticipated utilizing \$45,000 in Dudek and other VSE related consulting expenses, \$34,000 in legal expenses with Plauché & Carr, LLP and \$1,000 in miscellaneous costs such as meeting room rentals, etc.

Unknown to staff at this time is whether federal or state agencies tasked with project review (e.g. U.S. Army Corps of Engineers "USACE"; California Coastal Commission) will require additional information, studies, reports or additional levels of environmental review, above what has already been completed or has been anticipated. Staff will track these issues and report to the Board.

**ATTACHMENT:**

Attachment 1 - CA Sea Grant College Program – 2018 Award Allocation



CALIFORNIA SEA GRANT COLLEGE PROGRAM  
9500 GILMAN DRIVE, 0232  
LA JOLLA, CALIFORNIA 92093-0232

PHONE: (858) 534-4440  
FAX: (858)-534-2231  
<https://caseagrants.ucsd.edu>

**To:** Sea Grant Project Leaders  
Administrative Contacts

**From:** Rose Madson, California Sea Grant College Program

**RE:** 2018 California Sea Grant Program Award Allocation

**Note:** Whenever communicating with California Sea Grant, please include the following information.

**Project Title:** *Ventura Shellfish Enterprise: Implementing an Integrative Model for New Shellfish Aquaculture Permitting and Production in Federal Waters Proximate to Ventura, California*

**Project Number:** R/AQ-141B

**Grant Number:** NA18OAR4170327

**Amount Awarded Research:** \$ 266,660

**Amount Awarded Traineeship Stipend/Fees:** \$ 0

**Cost Share (Ventura Port):** \$ 272,210

**Budget Period:** 9/1/2018 to 8/31/2020

**Project Leader:** Brian PENDLETON

**PO Number (if any):** Pending

**Institution:** Ventura Port District

**UCSD Internal Index Number:** SEA5442-21D0FA

This is your copy of the Federal Sea Grant Allocation for your research project. The approved budget is attached and shows the source of funds for your project.

### Sea Grant Conditions of Award:

For the use of grant funds and reporting requirements, including how to request a no-cost extension or rebudget, please review the Sea Grant Conditions of Award: <https://caseagrants.ucsd.edu/sites/default/files/CA-Sea-Grant-Conditions-of-Award-2018.pdf>.

### Financial Reporting Requirements:

Financial reports for your federal award (including the Cost Share report, Equipment Inventory report, Patent report, and Expense report) are required at the end of each grant year. The Final Expense report is due at the termination of the research. These forms are available on our website. If subsequent project years are funded under the same award number (NA18OAR4170327), the project funding can be added to the first year's account. The project leader or administrative contact should submit the reports of expense through their institution's grants management or extramural funds office. That office should then submit these reports to: California Sea Grant College Program, University of California, San Diego, 9500 Gilman Drive Dept. 0232, La Jolla, California 92093-0232 and submitted electronically to: [sgfiscal@ucsd.edu](mailto:sgfiscal@ucsd.edu). These forms are available on our website: <https://caseagrants.ucsd.edu/reporting/california-sea-grant-core-awards>.

### Research and Reporting Requirements:

The project leader is required to complete an annual progress report at the end of every year. This report is due 30 days after each award year, regardless of extensions. For terminating projects, a final progress report is due 30 days after the termination of the project. An online Progress report must be completed at [https://eseagrants.ucsd.edu/RFP/proposals/rep\\_login.php](https://eseagrants.ucsd.edu/RFP/proposals/rep_login.php).

In addition, each year a traineeship appointment form for the trainee(s) associated with your research project must be completed and returned to the Sea Grant office. At this time, the trainee must receive a copy of the traineeship guidelines that can be found on our website: [https://caseagrants.ucsd.edu/sites/default/files/TR\\_Guidelines\\_2016.pdf](https://caseagrants.ucsd.edu/sites/default/files/TR_Guidelines_2016.pdf). Please make sure that the traineeship award is set-up within thirty (30) days of receipt of this allocation and is overhead free.

## ATTACHMENT 1

### Sea Grant Publication Reporting Requirements:

California Sea Grant is required by the National Sea Grant College Program to distribute copies of publications resulting from Sea Grant-sponsored research. To ensure both proper acknowledgment of the Sea Grant program and proper dissemination of your published research results, refer to the Publication Guidelines found on our web site:

<https://caseagrant.ucsd.edu/grants-and-funding/attributions-to-california-sea-grant>.

### How to Invoice for Reimbursement:

To be in compliance, all campuses must submit invoices at least quarterly. Additionally, within 30 days of receipt of the award, campuses must provide California Sea Grant with ledgers or other such documents, which show award set-up. If an invoice is received in the Sea Grant Office showing that federal, state, and traineeship funds have been co-mingled, the invoice will be returned for revision before payment can be approved.

Any format will be accepted providing the invoice includes all the fields listed in the sample invoices that can be found on our website: <https://caseagrant.ucsd.edu/grants-and-funding/managing-your-award/california-sea-grant-core-awards>.

Invoices must be accompanied by the following supporting documentation to receive payment:

1. A ledger detailing all expenditures incurred by the research project for the period during which work was performed and the project lead is now seeking reimbursement. This should be compiled in coordination with your campus and/or organization's grant administrator, and identify salaries and benefits, supplies, domestic and foreign travel, and any costs associated with the project.
2. Travel Expense Claim forms for travel expenses incurred by the research project. Travel and related expenses will be reimbursed in accordance with University of California regulations (published at <http://policy.ucop.edu/doc/3420365/BFB-G-28>); reimbursement shall not exceed University of California approved travel rates that are in effect at the time that the expense is incurred. Original receipts for travel expenses will not be required.

The final invoice needs to be marked "Final" and is due within 45 days following the termination of the project and/or of the omnibus grant. Any invoices received after the 45-day period will not be paid, unless the campus receives an approval from California Sea Grant for a short extension. It is the responsibility of the campus to contact California Sea Grant within the 45 day period, if there is a foreseeable delay in submitting the final invoice.

### Invoices must be submitted directly to California Sea Grant:

California Sea Grant College Program  
University of California, San Diego  
9500 Gilman Drive Dept. 0232  
La Jolla, CA 92093-0232  
Email: [sgfiscal@ucsd.edu](mailto:sgfiscal@ucsd.edu)

If you have any questions or concerns, please do not hesitate to contact Rose Madson at Ph: (858) 534-4601  
Email: [rmadson@ucsd.edu](mailto:rmadson@ucsd.edu) or a Fund Manager at Ph: (858) 534-4440 Email: [sgfiscal@ucsd.edu](mailto:sgfiscal@ucsd.edu).

## UCSG-

PROJECT NUMBER: R/AQ-141 B  
DURATION: 09/01/2018  
08/31/2019

PL INSTITUTION: Ventura Port District

OMB Control No. 0648-0362  
Expiration Date 3/31/2008

## UCSG-

PL INSTITUTION: Ventura Port District

9	NO. OF PERSONNEL	MONTHS	SEA GRANT	GRANTEE
A. SALARIES AND WAGES				
1. SENIOR PERSONNEL				
a. (Co) Principal Investigator:				
b. Associates (Faculty or Staff):				
<b>Sub Total:</b>				
2. OTHER PERSONNEL				
a. Professionals:				
b. Research Associates:				
c. Res. Asst./Grad. Students:				
d. Prof. School Students:				
e. Pre-Bachelor Student(s):				
f. Secretarial-Clerical:				
g. Technicians:				
h. Other:				
<b>Total Salaries and Wages:</b>				
B. FRINGE BENEFITS:				
<b>Total Salaries (A and B):</b>				
C. PERMANENT EQUIPMENT:				
D. EXPENDABLE SUPPLIES & EQUIPMENT				
<b>Total Supplies &amp; Equipment:</b>				
E. TRAVEL				
1. Domestic				
2. International				
<b>Total Travel:</b>				
F. PUBLICATIONS & DOCUMENTATIONS				
<b>Total Publications &amp; Document Costs:</b>				
G. OTHER COSTS				
Task 4 - Permit Assignment Strategy	20,000	20,000		
Task 5 - Environmental Review	10,800	10,800		
Task 6 - Seafood Safety and Quality	39,000	39,000		
Task 7 - Grower/Producer Compliance Training	27,000	27,000		
In Kind Contribution Tasks 4-7	136,105			136,105
<b>Total Other:</b>		<b>96,800</b>	<b>136,105</b>	
H. TOTAL DIRECT COSTS:		<b>96,800</b>	<b>136,105</b>	
I. INDIRECT COSTS:				
<b>Total Indirect Costs:</b>		<b>0</b>		
J. TOTAL COSTS:		<b>96,800</b>	<b>136,105</b>	





CALIFORNIA SEA GRANT COLLEGE PROGRAM  
9500 GILMAN DRIVE, 0232  
LA JOLLA, CALIFORNIA 92093-0232

PHONE: (858) 534-4440  
FAX: (858)-534-2231  
<https://caseagrant.ucsd.edu>

## Award Acceptance Form

**I accept the 2018 California Sea Grant federal award for the following project:**

**Project Number:** R/AQ-141B

**Project Leader:** Brian PENDLETON

**Institution:** Ventura Port District

**Project Title:** *Ventura Shellfish Enterprise: Implementing an Integrative Model for New Shellfish Aquaculture Permitting and Production in Federal Waters Proximate to Ventura, California*

with the award amount and effective period as specified on the Sea Grant Allocation. I also accept the award for the traineeship(s), if any, affiliated with this project.

I have read and understand the stipulations of this award as described in the award allocation letter, "Conditions of Award," Trainee Guidelines" (if applicable), and "Publications Guidelines" documents, and I agree to comply with these stipulations.

I understand that my institution is responsible for adherence to the terms of the grant and for ensuring that expenditures made are acceptable under these terms. **I also understand that any disallowances are therefore the responsibility of my institution as well.**

\_\_\_\_\_  
**Project Leader – Brian Pendleton**

\_\_\_\_\_  
**Date**

\_\_\_\_\_  
**Department Head or Fiscal Designee**

\_\_\_\_\_  
**Date**

\_\_\_\_\_  
**Authorized Institutional Representative**

\_\_\_\_\_  
**Date**

Return with all signatures to:

Rose Madson  
University of California, San Diego  
9500 Gilman Drive Dept. 0232  
La Jolla, CA 92093-0232  
Fax: 858-534-2231  
[sgfiscal@ucsd.edu](mailto:sgfiscal@ucsd.edu)

### Public Release of Information about your Award

Sea Grant awards federal and state funds, therefore, have an obligation to provide information to the public. Sea Grant responds to inquiries from the public and news media about the funding of your project with the CASG project #, title of project, total funding approved, dates/duration of project and the principal investigator(s). We routinely provide public updates on the progress of funded projects through news releases, web articles, annual Program Directory, etc. In the case of a specific inquiry, we will notify you, and if appropriate, encourage the inquirer to contact you directly.



# BOARD OF PORT COMMISSIONERS NOVEMBER 14, 2018

## STANDARD AGENDA ITEM 1 HARBOR VILLAGE PAINTING PROJECT

**VENTURA PORT DISTRICT  
BOARD COMMUNICATION**

**STANDARD AGENDA ITEM 1**  
Meeting Date: November 14, 2018

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TO: Board of Port Commissioners  
FROM: Brian Pendleton, Deputy General Manager  
SUBJECT: Harbor Village Painting Project

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**RECOMMENDATION:**

That the Board of Port Commissioners receive a presentation and give direction regarding proposed Harbor Village paint, signage, awning and patio cover designs.

**SUMMARY:**

The Board approved scope of work for architectural design services for Harbor Village includes the following:

- Paint (Buildings, Doors/Trims, Railings, Decking, and Staircases)
- Awning and Patio Covers (Materials, Colors, Style)
- Signage (Tenant Signs, Tenant Directories – 1st and 2nd Floor, Tenant Wayfinding)

**BACKGROUND:**

Coastal Architects has prepared design concepts for the scope of work as identified above. Coastal Architects will present these design concepts to the Board, Village tenants and the public at the November 14<sup>th</sup> Board meeting. A follow-up presentation has been scheduled for the December 12<sup>th</sup> Board meeting. These concepts once approved by the Board will be submitted to the City for review and approval, which may include future public meeting(s) with the City's Design Review Committee.

**FISCAL IMPACTS:**

The Port District entered into a professional services agreement with Coastal Architects for architectural design fees in the amount of \$24,300. These funds were previously budgeted. Funding for painting, which is the first phase of the project, was approved as part of the FY18-19 budget. The amount is \$450,000 for FY18-19 and \$400,000 for FY19-20. Cost estimation work will be needed to budget future phases of the project once the designs are approved by the Board and the City. Some of these costs (e.g. awnings and patio covers, tenant signage) may be shared with tenants.

**ATTACHMENTS:**

None.



BOARD OF PORT COMMISSIONERS

NOVEMBER 14, 2018

STANDARD AGENDA ITEM 2

VENTURA HARBOR SUMMER 2018

TRAFFIC AND PARKING SURVEYS

**VENTURA PORT DISTRICT  
BOARD COMMUNICATION**

**STANDARD AGENDA ITEM 2**  
Meeting Date: November 14, 2018

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TO: Board of Port Commissioners  
FROM: Brian Pendleton, Deputy General Manager  
SUBJECT: Ventura Harbor Summer 2018 Traffic and Parking Surveys

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**RECOMMENDATION:**

That the Board of Port Commissioners receive an informational report regarding the Ventura Harbor Summer 2018 Traffic and Parking Surveys.

**SUMMARY:**

The Ventura Harbor Summer 2018 Traffic and Parking Surveys (Attachment 1) demonstrated that the parking supply for the Harbor Village area increased by 209 spaces (14% increase) as a result of implementing the short-term recommendations in the Parking Management Study for the Ventura Harbor (Attachment 2). These include leasing spaces in the Ventura Isle Marina and Ventura Marina West II lots (+190 spaces); and reconfiguring of the Harbor Cove Lot (+19 spaces).

The 2018 parking survey confirmed that parking continues to be a weekend issue. The parking surveys completed in July during the Friday and Monday periods showed that the Harbor Village lots were less than 65% occupied. The peak Friday parking demand increased by 178 spaces from 2015-2018, representing a 19% increase. The peak weekend parking demand increased by 85 spaces from 2015 to 2018, representing a 5% increase. The peak parking occupancy was 91%, with 153 open spaces. However, most of the empty spaces were located in the leased Dolphin lot located in the VIM parking area. Given this, the remaining Harbor Village lots were over 95% occupied during the peak period. Parking industry standards aim for a 90%-95% occupancy during busy times to prevent undue circulation and congestion. It is recommended that the District increase signage to promote further use of the Dolphin lot by Harbor Village patrons and continue to encourage Harbor Village employees and overnight visitors to use the lot.

**BACKGROUND:**

Associated Transportation Engineers (ATE) prepared the traffic and parking surveys and will present the findings to the Board, Village tenants and the public at the November 14<sup>th</sup> Board meeting. ATE previously conducted similar studies in 2012 and 2015 and prepared the Parking Management Study that provided short, medium and long-term parking management strategies.

Additional findings in the Ventura Harbor Summer 2018 Traffic and Parking Surveys include that parking demands in the Marina lots decreased by 135 spaces (29% decrease) from 2015 to 2018. The surveys confirmed parking continues to be available in the Marina lots with 43% of spaces occupied during peak weekend periods.

The parking demand at the two hotel lots increased by 80 spaces (64% increase) from 2015 to 2018. The hotels continue to have sufficient parking available with 54% of spaces occupied during the peak weekend periods. It was noted that the peak parking demand at the Sheraton Hotel occurred on Sunday morning when the brunch was offered at the hotel.

The peak number of overnight permits observed in the parking lots decreased by 40 permits (20% decrease) from 2015 to 2018. The new Turtle lot accommodated parking primarily from Island Packers users and the Dolphin lot accommodated parking primarily from marina tenants and commercial fishermen. The majority of the permits were observed in the HV 4 lot next to the Island Packers building.

Parking management strategies in the near-term could include some or all of the following:

- Continued collaboration with adjacent marina(s) to help meet additional overflow parking needs;
- Reduction of overnight parking capacity and/or number of hours (currently 72 hours) in the Village;
- Provide additional Village tenant education regarding usage of designated employee parking in the Village and further encouragement of satellite usage lots (Dolphin and Turtle lots);
- Increased information and signage for patrons (on-line and at the Village) regarding additional parking opportunities primarily at the Dolphin lot;
- Continued encouragement of bicycle usage through facilities and information; and,
- Continued evaluation and further study of future paid parking as identified in the mid-term strategies in the Parking Management Study.

**FISCAL IMPACTS:**

The Port District retained ATE through a professional services agreement in the amount of \$7,600 to prepare the Ventura Harbor Summer 2018 Traffic and Parking Surveys. Additionally, there is \$25,000 in the FY18-19 budget for engineering costs and \$250,000 in the FY19-20 budget for infrastructure and equipment.

**ATTACHMENTS:**

Attachment 1 – Ventura Harbor Summer 2018 Traffic and Parking Surveys, dated October 31, 2018

Attachment 2 – Parking Management Plan for the Ventura Harbor, dated January 18, 2017



## **ASSOCIATED TRANSPORTATION ENGINEERS**

100 N. Hope Avenue, Suite 4, Santa Barbara, CA 93110 • (805) 687-4418 • FAX (805) 682-8509

Since 1978

Richard L. Pool, P.E.  
Scott A. Schell, AICP, PTP

October 31, 2018

18058L03

Brian D. Pendleton  
Ventura Port District  
1603 Anchors Way Drive  
Ventura, CA 93001

### ***VENTURA HARBOR SUMMER 2018 TRAFFIC AND PARKING SURVEYS - VENTURA PORT DISTRICT***

Associated Transportation Engineers (ATE) has prepared the following letter summarizing the results of the Summer 2018 traffic counts and parking surveys conducted in the Ventura Harbor.

#### **BACKGROUND**

The Ventura Harbor is a commercial and recreational boat harbor with a full-service marina equipped for live aboard, charter and commercial boat slips. Commercial fishing, boat charters, water sports activities, visitor serving commercial and hotel uses are located in the harbor. Public beach access is also provided, allowing day time beach recreation. The various parking areas provided within the harbor are utilized by employees and visitors to the Harbor Village area, commercial fisherman, Island Packers operations, marina tenants, and beach users.

#### **EXECUTIVE SUMMARY**

##### **2015 & 2018 Comparison**

Tables 1 and 2 present a comparison of the 2018 traffic volumes, parking supplies, and parking demands for the Ventura Harbor with the data presented in the 2015 parking and traffic study completed by ATE.<sup>1</sup>

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<sup>1</sup> Ventura Harbor Summer 2015 Traffic and Parking Surveys, Associated Transportation Engineers, September 2015.



**Table 1**  
**Ventura Harbor Summer 2015 & 2018 Traffic Comparison**

<b>Comparison</b>	<b>2015</b>	<b>2018</b>	<b>Growth</b>	<b>% Change</b>
ADT – 7 days	65,100 ADT	78,400 ADT	+ 13,300 ADT	20%
ADT – Weekdays (M – Th)	7,800 ADT	9,700 ADT	+ 1,900 ADT	24%
ADT - Friday	9,000 ADT	11,600 ADT	+ 2,600 ADT	29%
ADT - Saturday	11,100 ADT	14,500 ADT	+ 3,400 ADT	31%
ADT - Sunday	14,000 ADT	13,500 ADT	-500 ADT	- 4%

As shown in Table 1, the 7-day ADT volumes increased by 13,300 vehicles, which represents a 20% increase from 2015. The main growth in traffic occurred on weekdays (Monday – Thursday, 24%), Friday (29%), and Saturday (31%). The traffic volumes on Sunday were comparable between the two studies

**Table 2**  
**Ventura Harbor Summer 2015 & 2018 Traffic and Parking Comparison**

<b>Comparison</b>	<b>2015</b>	<b>2018</b>	<b>Growth</b>	<b>% Change</b>
HV Parking Supply	1,521 spaces	1,730 spaces	+ 209 spaces	14%
HV Peak Friday Parking	933 spaces (61% occ.)	1,111 spaces (64% occ.)	+ 150 spaces	19%
HV Peak Weekend Parking	1,492 spaces (98% occ.)	1,577 spaces (91% occ.)	+ 85 spaces	5%
Marina Lots Peak Parking	471 spaces (49% occ.)	336 spaces (43% occ.)	-135 spaces	- 29%
Hotel Lots	123 spaces (24% occ.)	203 spaces (54% occ.)	+ 80 spaces	65%
Permits	200 permits	160 permits	-40 permits	-20%

The parking supply for the Harbor Village area increased by 209 spaces (14% increase) as a result of implementing the short-term recommendations in the Parking Management Plan for the Ventura Harbor. These include leasing spaces in the Ventura Isle Marina and Ventura Marina West II lots (+ 190 spaces); and reconfiguring of the Harbor Cove Lot (+ 19 spaces).

The 2018 parking survey confirmed that parking continues to be a weekend issue. The parking surveys completed during the Friday and Monday periods showed that the Harbor Village lots were less than 65% occupied. The peak Friday parking demand increased by 178 spaces from 2015-2018, representing a 19% increase. The peak weekend parking demand increased by 85 spaces from 2015 to 2018, representing a 5% increase. The peak parking occupancy was 91%, with 153 open spaces. However, most of the empty spaces were located in the leased Dolphin lot located in the VIM parking area. Given this, the remaining Harbor Village lots were over 95% occupied during the peak period. Parking industry standards aim for a 90%-95% occupancy during busy times to prevent undue circulation and congestion. It is recommended that the District increase signage to promote further use of the Dolphin lot by Harbor Village patrons and continue to encourage Harbor Village employees and overnight visitors to use the lot.



The parking demands in the Marina lots decreased by 135 spaces (29% decrease) from 2015 to 2018. The surveys confirmed parking continues to be available in the Marina lots with 43% of spaces occupied during peak weekend periods.

The parking demand at the two hotel lots increased by 80 spaces (65% increase) from 2015 to 2018. The hotels continue to have sufficient parking available with 54% of spaces occupied during the peak weekend periods. It was noted that the peak parking demand at the Sheraton Hotel occurred on Sunday morning when the brunch was offered at the hotel.

The peak number of overnight permits observed in the parking lots decreased by 40 permits (20% decrease) from 2015 to 2018. The new Turtle lot accommodated parking primarily from Island Packers users and the Dolphin lot accommodated parking primarily from marina tenants and commercial fishermen. The majority of the permits were observed in the HV 4 lot next to the Island Packers building.

#### VENTURA HARBOR SUMMER 2018 TRAFFIC VOLUMES

Traffic counts were conducted at four locations on Spinnaker Drive over a 7-day period from July 15 through July 21, 2018 (count data attached for reference). Figure 1 (attached) presents the average daily traffic (ADT) volumes for the weekday (Monday – Thursday), Friday, Saturday, and Sunday periods. Table 3 summarizes the Summer 2018 ADT volumes for the Ventura Harbor.

**Table 3**  
**Ventura Harbor Existing ADT Volumes – Summer 2018**

Roadway Segment	Avg. Weekday ADT	Friday ADT	Saturday ADT	Sunday ADT	7-day Total
Spinnaker w/o Navigator	9,700	11,600	14,500	13,500	78,400
Spinnaker w/o Lot 1	6,200	7,400	9,900	9,800	51,900
Spinnaker w/o Lot 2	4,800	5,700	7,800	8,100	40,800
Spinnaker n/o Lot 4	3,600	4,200	5,800	5,900	30,300
<i>Estimated Harbor Village Traffic</i>	<i>6,100</i>	<i>7,400</i>	<i>8,700</i>	<i>7,600</i>	<i>48,100</i>

The data presented in Table 3 show that the total traffic volumes entering and exiting the Ventura Harbor range from 9,700 ADT on weekdays, 11,600 ADT on Friday, 14,500 on Saturday, and 13,500 ADT on Sunday. The 7-day total for traffic entering and exiting the Harbor is 78,400 ADT. Past the Harbor Village/Island Packers area, the traffic volumes drop to 3,600 ADT on weekdays, 4,200 ADT on Friday, 5,800 ADT on Saturday, and 5,900 Sunday ADT. Based on this data, the Harbor Village area (including the Ventura Isle Marina areas) generates 6,100 ADT on weekdays, 7,400 ADT on Friday, 8,700 ADT on Saturday and 7,600 ADT on Sunday.



**VENTURA HARBOR SUMMER 2018 PARKING SURVEYS - HARBOR VILLAGE****Existing Harbor Village Parking Supplies**

Figure 2 (attached) presents an aerial photograph of the existing parking lots controlled by the Ventura Port District. These include the parking spaces in Lot HV 1 ("Dolphin" Lot) which are leased by the District from the Ventura Isle Marina and accommodate employee and overnight parking, Lot HV 2 ("Squid" Lot) which is used for employee parking, Lots HV 3 and HV 4 which are the main Harbor Village parking lots used for visitor, boat, and employee parking, and the "Turtle" Lot which is leased from Ventura West Marina II. Lots B 1 and B 2 are located on the west side of Spinnaker Drive and accommodate public beach and visitor parking. On-street parking is also provided along both sides of Spinnaker Drive with restricted hours (no parking between 9:00 PM to 5:00 AM). Table 4 summarizes the parking supply provided within the Harbor Village area.

**Table 4**  
**Ventura Harbor Summer 2018 Parking Supply - Harbor Village**

<b>Parking Lot</b>	<b>Location</b>	<b>Use</b>	<b># of Spaces</b>	<b>% of Total</b>
HV 1	Ventura Isle Marina	Employee/Overnight	150 Spaces	-
HV 2	National Parks Building	Employee	88 Spaces	-
HV 3	Harbor Village South	Visitor/Boat/Employee	589 Spaces	-
HV 4	Harbor Village North	Visitor/Boat/Employee	377 Spaces	-
Turtle	Ventura West Marina II	Employee/Overnight	40 Spaces	-
<b>Subtotal</b>			<b>1,244 Spaces</b>	<b>72 %</b>
B 1	Surfers Knoll	Beach/Visitor	36 Spaces	-
B 2	Harbor Cove	Beach/Visitor	239 Spaces	-
<b>Subtotal</b>			<b>275 Spaces</b>	<b>16 %</b>
Spinnaker	On-Street	Employee/Beach/Visitor	<b>211 Spaces</b>	<b>12 %</b>
<b>TOTAL</b>			<b>1,730 Spaces</b>	<b>100%</b>

The data presented in Table 4 show that there are 1,730 parking spaces located within the Harbor Village area. Of this total, 1,244 spaces (72%) are located in the five Harbor Village parking lots, 275 spaces (16%) are located in the Harbor Cove and Surfers Knoll lots, and 211 spaces (12%) are located along Spinnaker Drive.

**Harbor Village Parking Demands**

Parking occupancy surveys were conducted in the Harbor Village parking lots from Friday, July 20 to Monday July 23 which are representative of the typical summer parking demands (no major events were occurring during the parking studies). Parked vehicles were counted from 11:00 AM to 7:00 PM each day to determine the hourly parking utilization in each lot and identify the peak parking demand periods (parking survey data

attached for reference). Table 5 presents the peak parking demands observed in the parking lots serving the Harbor Village area for each of the survey days.

**Table 5**  
**Ventura Harbor Summer 2018 Peak Demands - Harbor Village**

Day/Date	Peak Time	Lots HV 1 – 4 & Turtle Lot (1,244 Spaces)		Lots B 1 - 2 (275 Spaces)		On-street (211 Spaces)		Total (1,730 Spaces)	
		Parking Demand	% Occ.	Parking Demand	% Occ.	Parking Demand	% Occ.	Parking Demand	% Occ.
Friday 7/20	2:00 PM	843	68%	207	75%	61	29%	1,111	64%
Saturday 7/21	2:00 PM	1066	86%	273	99%	173	82%	1,512	87%
Sunday 7/22	2:00 PM	1117	90%	253	92%	207	98%	1,577	91%
Monday 7/23	2:00 PM	644	52%	216	79%	63	30%	923	53%

The data presented in Table 5 indicate that public parking in the Harbor Village area is generally available during the peak Friday and Monday periods, with 619 to 807 open spaces. Public parking is less available on Saturdays and Sundays when there were 218 open spaces on Saturday and 153 open spaces on Sunday. It is noted that the majority of the open parking spaces were located in the Dolphin Lot during the peak weekend parking periods.

## **VENTURA HARBOR SUMMER 2018 PARKING SURVEYS - MARINAS**

### **Existing Marina Parking Supplies**

The number of spaces provided in the Ventura Isle Marina (Lot M 1) and Ventura West Marina II (Lot M 2) parking lots were inventoried during the 2018 survey. The location of these lots, which are leased by the District and operated by the marinas, are shown on Figure 2, and the number of spaces in each lot are presented in Table 6.

**Table 6**  
**Ventura Harbor Summer 2018 Parking Supply - Marinas**

Parking Lot	Location	Use	# of Spaces	% of Total
M 1	Ventura Isle Marina	Marina Tenants	498 Spaces	64%
M 2	Ventura West Marina II	Marina Tenants/Visitors	280 Spaces	36%
<b>TOTAL</b>			<b>778 Spaces</b>	<b>100%</b>



The Ventura Isle Marina (VIM) parking lot contains 498 spaces (64%) and the Ventura West II parking lot contains 280 spaces (36%). It is noted that the parking supply for the VIM lot does not include the 150 spaces that are leased by the District and the parking supply for Ventura West II lot does not include the 40 spaces that are leased by the District. Approximately 165 of the parking spaces located in the Ventura West II parking lot are not controlled by access gates and are therefore used informally by the public.

### Marina Parking Demands

Parking occupancy surveys were completed in the two Marina parking lots during the 4-day July period. Table 7 presents the peak parking demands observed in the Marina lots during the survey period.

**Table 7**  
**Ventura Harbor Summer 2018 Peak Parking Demands – Marina Lots**

Day/Date	Peak Time	M 1 VIM (498 Spaces)		M 2 West II (280 Spaces)		Total (778 Spaces)	
		Parking Demand	% Occ.	Parking Demand	% Occ.	Parking Demand	% Occ.
Friday 7/20	6:30 PM	143	29%	90	32%	233	30%
Saturday 7/21	5:00 PM	179	36%	100	36%	279	36%
<b>Sunday 7/22</b>	<b>12:30 PM</b>	<b>191</b>	<b>38%</b>	<b>145</b>	<b>52%</b>	<b>336</b>	<b>43%</b>
Monday 7/23	12:30 PM	109	22%	89	32%	198	25%

The data presented in Table 7 indicate that the Marina lots were 43% occupied during the peak period (Sunday @ 12:30 PM) with 336 occupied parking spaces. The parking survey data suggest that the Marina zones have a significant reserve parking supply (442 open spaces) that could be used to accommodate public parking on peak days. It was noted during the field observations that Harbor Village patrons and beachgoers parked in the Marina lots during the peak Sunday period.

### VENTURA HARBOR SUMMER 2018 PARKING SURVEYS - HOTELS

#### Existing Hotel Parking Supplies

The parking lots serving the Holiday Inn Hotel (Hotel 1) and the Sheraton Hotel (Hotel 2) were also surveyed to determine the number of spaces currently present. The locations of these lots are shown on Figure 2 and the inventory results are presented in Table 8.

**Table 8**  
**Ventura Harbor Summer 2018 Parking Supply - Hotels**

<b>Parking Lot</b>	<b>Location</b>	<b>Use</b>	<b># of Spaces</b>
Hotel 1	Holiday Inn Express	Hotel Guests/Employees	94 Spaces
Hotel 2	Sheraton Hotel	Hotel Guests/Employees	283 Spaces
<b>TOTAL</b>			<b>377 Spaces</b>

Table 8 shows that the Sheraton Hotel has 283 spaces and the Holiday Inn Hotel has 94 parking spaces. It is noted that the parking lot for the Holiday Inn Hotel has been reduced in size by 119 spaces due to the construction activities currently occurring at the hotel.

### **Hotel Parking Demands**

Parking occupancy surveys were completed in the two Hotel parking lots during the 4-day July period. Table 9 presents the peak parking demands observed in the Hotel lots during the survey period.

**Table 9**  
**Ventura Harbor Summer 2018 Peak Parking Demands – Hotels**

<b>Date/Time</b>	<b>Peak Time</b>	<b>Holiday Inn (94 Spaces)</b>		<b>Sheraton (283 Spaces)</b>		<b>Total (377 Spaces)</b>	
		<b>Parking Demand</b>	<b>% Occ.</b>	<b>Parking Demand</b>	<b>% Occ.</b>	<b>Parking Demand</b>	<b>% Occ.</b>
Friday 7/20	5:00 PM	33	35%	84	30%	117	31%
Saturday 7/21	5:00 PM	36	38%	90	32%	126	33%
<b>Sunday 7/22</b>	<b>11:00 AM</b>	<b>31</b>	<b>33%</b>	<b>172</b>	<b>61%</b>	<b>203</b>	<b>54%</b>
Monday 7/23	3:30 PM	24	26%	74	26%	98	26%

The data presented in Table 9 indicate that the Hotel lots were 54% occupied during the peak period (Sunday @ 11:00 AM) with 203 occupied parking spaces. The parking survey data suggest that the Hotel lots have a significant reserve parking supply (174 unoccupied parking spaces) that could be used to accommodate public parking on peak days.

### **VENTURA HARBOR 2018 PARKING SURVEYS – PARKING PERMITS**

There are currently several boat service firms that operate out of Ventura Harbor that provide transportation to the Channel Islands National Park (Island Packers), whale watching trips, and diving/fishing excursions. The Ventura Port District has established long-term (multiple-day) parking areas within the harbor that are designated for guests of these boat services. Overnight permits (see Figure 3) are issued to patrons of Island Packers who visit the



Channel Islands, passengers on dive boats that depart on overnight trips, and commercial fisherman that are typically gone for days or weeks at a time. The overnight parking permits are allowed in Lot HV 1, Lot HV 2, Lot HV 4 and the Turtle lot. Vehicles with permits were also observed in Lot HV 3.

The parking surveys conducted in the Ventura Harbor parking lots during the 4-day July periods counted the number of vehicles displaying overnight parking permits (survey data attached for reference). Table 10 shows the results of the parking permit surveys.

**Table 10**  
**Ventura Harbor Summer 2018 Peak Demands – Parking Permits**

Day/Date	Peak Time	Lot HV 1	Lot HV 2	Lot HV 3 (a)	Lot HV 4	Turtle	Total
Friday 7/20	11:00 AM	7	1	3	117	32	160
Saturday 7/21	3:30 PM	7	3	0	115	26	151
Sunday 7/22	11:00 AM	12	4	1	113	29	159
Monday 7/23	11:00 AM	12	7	2	80	39	140

(a) Not permitted in lot.

As shown in Table 10, the peak parking demand for vehicles displaying parking permits occurred at 11:00 A.M. on Friday afternoon when 160 vehicles with permits were recorded in the parking lots. The majority of the permits were parked in the HV 4 lot adjacent to the Island Packers facility.

This concludes our letter summarizing the Summer 2018 traffic counts and parking surveys conducted in the Ventura Harbor.

Associated Transportation Engineers



Scott A. Schell, AICP, PTP  
Principal Transportation Planner

SAS/EKM

Attachments: Figures 1 - 3  
Traffic Count Data  
Parking Survey Data



EXISTING AVERAGE DAILY TRAFFIC VOLUMES

FIGURE 1

EKM - #18058





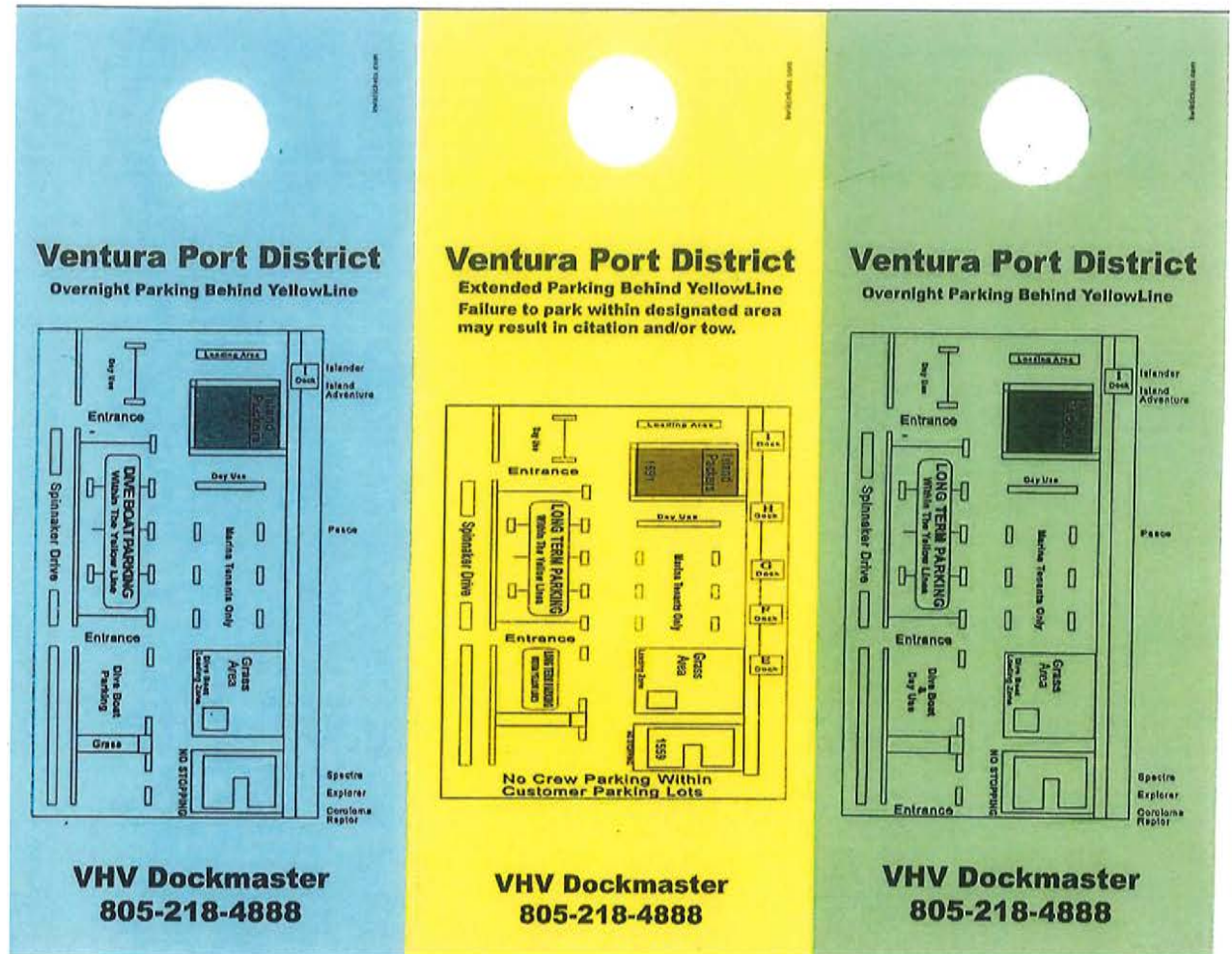
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ENGINEERS

# PARKING LOT LOCATIONS

FIGURE 2

EKM - #18058





DIVE BOATS

MARINA TENANTS &  
COMMERCIAL FISHERMEN

ISLAND PACKERS



ASSOCIATED  
TRANSPORTATION  
ENGINEERS

VENTURA HARBOR OVERNIGHT PARKING PERMITS

FIGURE 3

EKM - #18058

FRI, 7/20/2018

DATE: FRI, 7/20/201862

PARKING SURVEY ZONE																		
	HV1	HV2	HV3	HV4	Turtle	ON-STREET	S1	S2	SUB-TOTAL	OCC.	M1	M2	SUB-TOTAL	OCC.	HOTEL 1	HOTEL 2	SUB-TOTAL	OCC.
TIME	150	88	589	377	40	211	239	36	1730	%	458	280	778	%	94	283	377	%
11:00 AM	17	28	589	306	29	71	0	36	1076	62%	145	116	261	34%	23	85	108	29%
12:00 PM	18	35	589	377	22	318	229	36	166	70%	166	97	263	34%	18	76	94	28%
2:00 PM	28	50	589	377	22	173	237	36	1512	87%	171	95	266	34%	18	82	99	26%
3:00 PM	17	66	589	351	28	208	208	32	1443	83%	150	69	219	33%	18	88	104	28%
5:00 PM	17	46	572	301	28	103	144	29	1245	72%	179	94	273	35%	36	90	126	33%
6:30 PM	15	45	571	193	15	58	54	17	969	56%	214	113	287	37%	35	49	84	22%

TIME	OVERNIGHT/TEMPORARY PARKING PASSES													
	HV1 - DOLPHIN		HV2 - SQUID		HV3 - SEAL		HV4 - WHALE		M2 - TURTLE		TOTAL			
11:00 AM	1	3	0	0	0	2	0	37	12	62		0	1	28
12:30 PM	1	3	0	0	0	3	0	37	12	62	0	1	21	140
2:00 PM	1	6	0	0	0	0	0	37	32	69	0	2	21	143
3:30 PM	1	5	0	0	0	0	0	36	17	53	0	2	25	151
5:00 PM	1	4	0	0	0	0	0	32	17	49	0	1	27	146
6:30 PM	1	3	0	0	0	0	0	7	10	17	0	1	14	89

PARKING SURVEY ZONE																		
	HV1	HV2	HV3	HV4	Turtle	B1	B2	ON-STREET	SUB-TOTAL	OCC.	M1	M2	SUB-TOTAL	OCC.	HOTEL 1	HOTEL 2	SUB-TOTAL	OCC.
TIME	150	88	589	377	29	239	36	211	1730	%	458	280	778	%	94	283	377	%
1:00 AM	14	28	341	377	29	239	36	95	1242	72%	167	93	260	33%	31	172	203	14%
1:30 PM	33	60	588	374	37	238	36	188	1556	90%	151	145	336	43%	18	141	159	42%
2:00 PM	39	78	588	377	37	217	36	207	1577	91%	205	115	320	41%	33	308	342	35%
3:30 PM	28	73	576	340	37	152	29	127	1362	79%	127	97	259	33%	28	74	102	27%
5:00 PM	22	64	550	217	37	89	24	66	1069	62%	137	87	224	29%	34	95	129	34%
6:30 PM	17	48	519	107	37	64	15	46	853	49%	128	87	215	26%	33	88	121	32%

64

		PARKING SURVEY ZONE																	
		HV1	HV2	HV3	HV4	Turns	B1	B2	ON-STREET	SUB-TOTAL	OCC.	M1	M2	SUB-TOTAL	OCC.	HOTEL 1	HOTEL 2	SUB-TOTAL	OCC.
TIME		150	88	589	377	40	239	35	211	1730	40%	458	280	778	25%	84	283	377	%
	11:00 AM	28	54	279	181	39	33	33	49	897	40%	458	84	157	25%	84	74	88	33%
	12:00 PM	27	46	318	193	39	38	36	46	905	52%	109	81	188	25%	12	64	76	20%
	2:00 PM	24	55	348	178	39	172	31	63	913	53%	104	81	185	24%	25	60	85	23%
	3:30 PM	26	56	322	286	39	243	33	60	865	50%	90	76	166	23%	34	34	68	26%
	5:00 PM	18	29	317	128	39	103	27	35	696	40%	112	65	177	23%	31	62	93	25%
	6:30 PM	17	25	320	112	39	52	17	21	603	35%	114	75	189	24%	39	59	98	26%

TIME	WV1 - DOG/PIN			WV2 - SOLID			OVERNIGHT/TEMPORARY PARKING PASSES					TOTAL
	WV1 - DOG/PIN	WV2 - SOLID	WV3 - SEAL	WV4 - WHALE	M2 - TURTLE	M3 - TURTLE						
11:00 AM	1	0	1	6	0	0	13	48	0	1	38	
12:00 PM	1	0	1	5	0	0	13	47	0	1	38	
1:00 PM	1	0	1	5	0	0	13	47	0	1	38	
2:00 PM	1	0	1	7	0	0	13	47	0	1	38	
3:00 PM	1	0	1	7	0	0	13	46	0	1	38	
4:00 PM	1	0	1	4	0	0	12	31	0	1	38	
5:00 PM	1	0	1	4	0	0	11	27	0	1	38	
6:00 PM	1	0	1	4	0	0	11	27	0	1	38	
7:00 PM	1	0	1	4	0	0	11	27	0	1	38	



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## PARKING MANAGEMENT PLAN FOR THE VENTURA HARBOR

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January 18, 2017

ATE Project #15072.01

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Prepared for:  
Ventura Port District  
1603 Anchors Way Drive  
Ventura, California 93001



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Since 1978

Richard L. Pool, P.E.  
Scott A. Schell, AICP, PTP

January 18, 2017

15072.01R01

Brian Pendleton  
Ventura Port District  
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### ***PARKING MANAGEMENT PLAN FOR THE VENTURA HARBOR***

Associated Transportation Engineers (ATE) has prepared the following Parking Management Plan for the Ventura Harbor. The Parking Management Plan reviews existing parking conditions within the Harbor Village and recommends short-term, mid-term, and long-term strategies to maximize parking efficiency, increase parking supplies, and accommodate existing and future parking demands.

Associated Transportation Engineers

Scott A. Schell, AICP, PTP  
Principal Transportation Planner

## ATTACHMENT 2

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## ATTACHMENT 2

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## OVERVIEW

Ventura Harbor, located in the City of Ventura, is one of the region's key tourist destinations. It provides access to a wide variety of recreational and commercial uses, including:

- Public beach areas (Harbor Cove Beach, South Beach and Surfers Knoll Beach),
- Restaurants and shops in the Harbor Village area,
- Channel Islands National Park Headquarters and Visitor Center,
- Recreational opportunities in the Channel Islands National Park,
- Private boat marinas,
- Recreational boating and personal watercraft (kayaks, paddle boards, etc.);
- Charter boats (whale watching, diving, sport-fishing, etc.); and
- Commercial fishing fleets.

One of the pressing issues facing Ventura Harbor is how to effectively manage its parking supply to accommodate increasing parking demands, particularly during peak weekend and holiday periods.



This Parking Management Plan, which focuses on the Harbor Village area (see Figure 1), is the first step in the Ventura Port District's ("the District") efforts to address parking challenges in the Ventura Harbor. The Plan provides a strategy framework for the District to provide convenient and available parking for Harbor Village customers, employees, beachgoers, commercial fisherman, marina tenants, and visitors to the harbor.

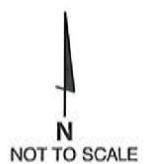
The Parking Management Plan outlines existing and future parking demands; evaluates parking policies within the Harbor; establishes short-term, mid-term, and long-term strategies for parking management; and presents parking management options to efficiently and effectively utilize parking resources in a coastal area where land values are at a premium.





LEGEND

Study Area



ASSOCIATED  
TRANSPORTATION  
ENGINEERS

PARKING MANAGEMENT PLAN STUDY AREA

FIGURE 1

EKM - #15072.01



## EXISTING PARKING CONDITIONS

### Parking Resources

A comprehensive study was conducted at the Ventura Harbor in the summer of 2015 to assess existing parking conditions. That study included an inventory of the public parking spaces located within the Harbor Village parking lots that are owned and operated by the Ventura Port District, as well as the on-street spaces located along Spinnaker Drive. The location of the spaces are shown on Figure 2 and the results of the parking inventory are presented in Table 1.

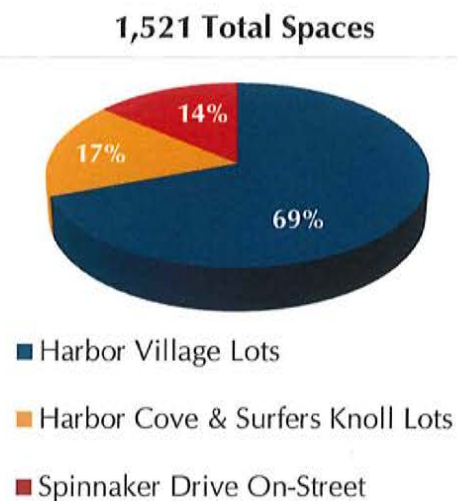


**Table 1**  
**Ventura Harbor - Public Parking Spaces**

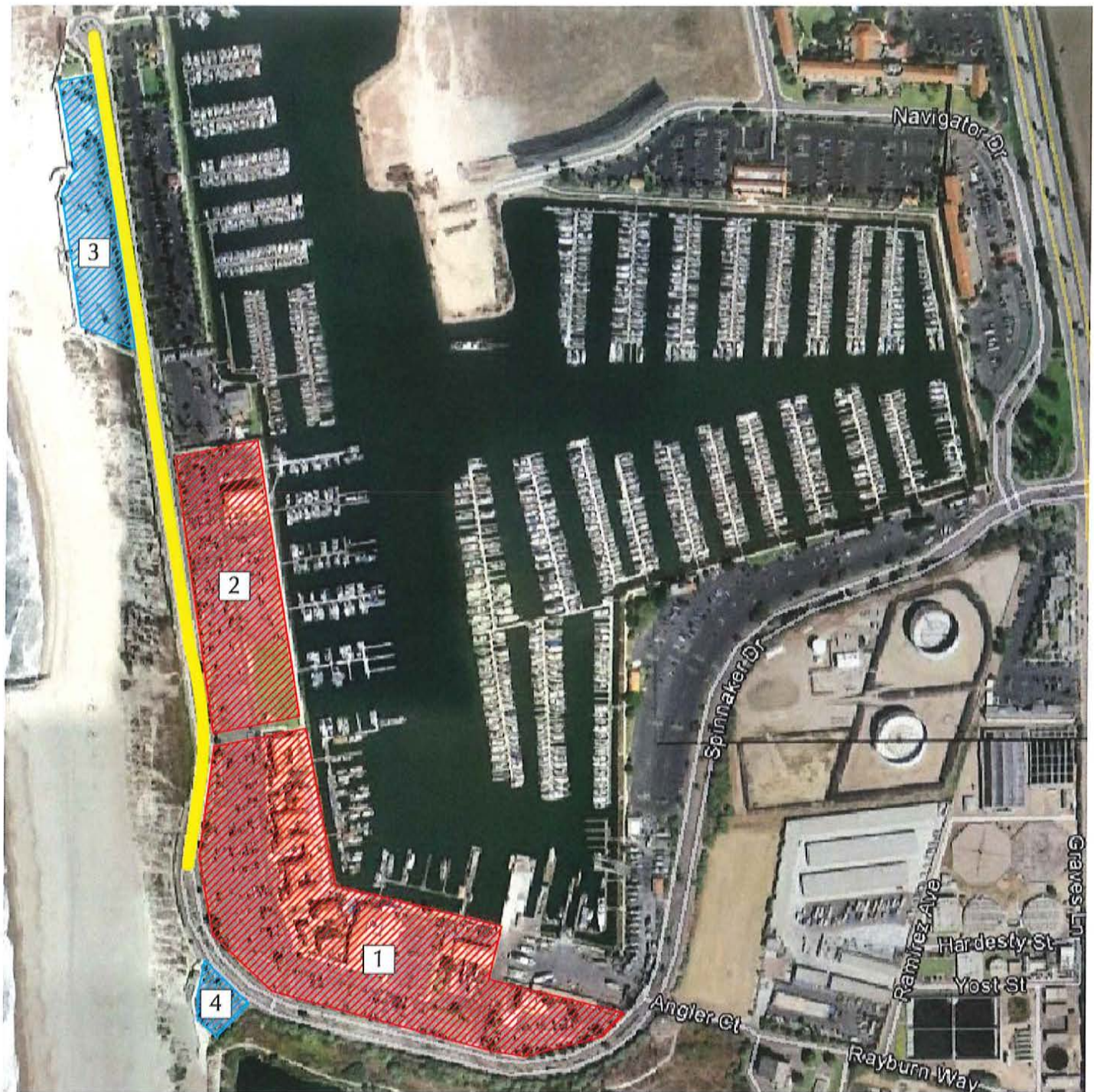
Harbor Village Lots	Harbor Cove & Surfers Knoll Lots	Spinnaker Drive On-Street	Total
1,054 Spaces (69%)	256 Spaces (17%)	211 Spaces (14%)	1,521 Spaces

The results of the parking survey show that there are 1,521 parking spaces located within the core Harbor Village area. Of this total, 1,054 spaces (69%) are located in the two Harbor Village parking lots, 256 spaces (17%) are located in the Harbor Cove and Surfers Knoll lots, and 211 spaces (14%) are located along Spinnaker Drive. It is noted that the Harbor Cove and Surfers Knoll parking lots serve primarily beach users.

The surveys also included an inventory of parking spaces located in the Ventura Isle Marina (VIM) and Ventura West Marina II (Ventura West II) parking lots, which are leased and operated by the marinas. The location of these lots are shown on Figure 3 and the results of the inventory are presented in Table 2.







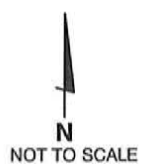
LEGEND

1 & 2 Harbor Village Lots : 1,054 Spaces

3 & 4 Harbor Cove Lot & Surfers Knoll Lots : 256 Spaces

Spinnaker Drive - On-Street : 211 Spaces

Total : 1,521 Spaces



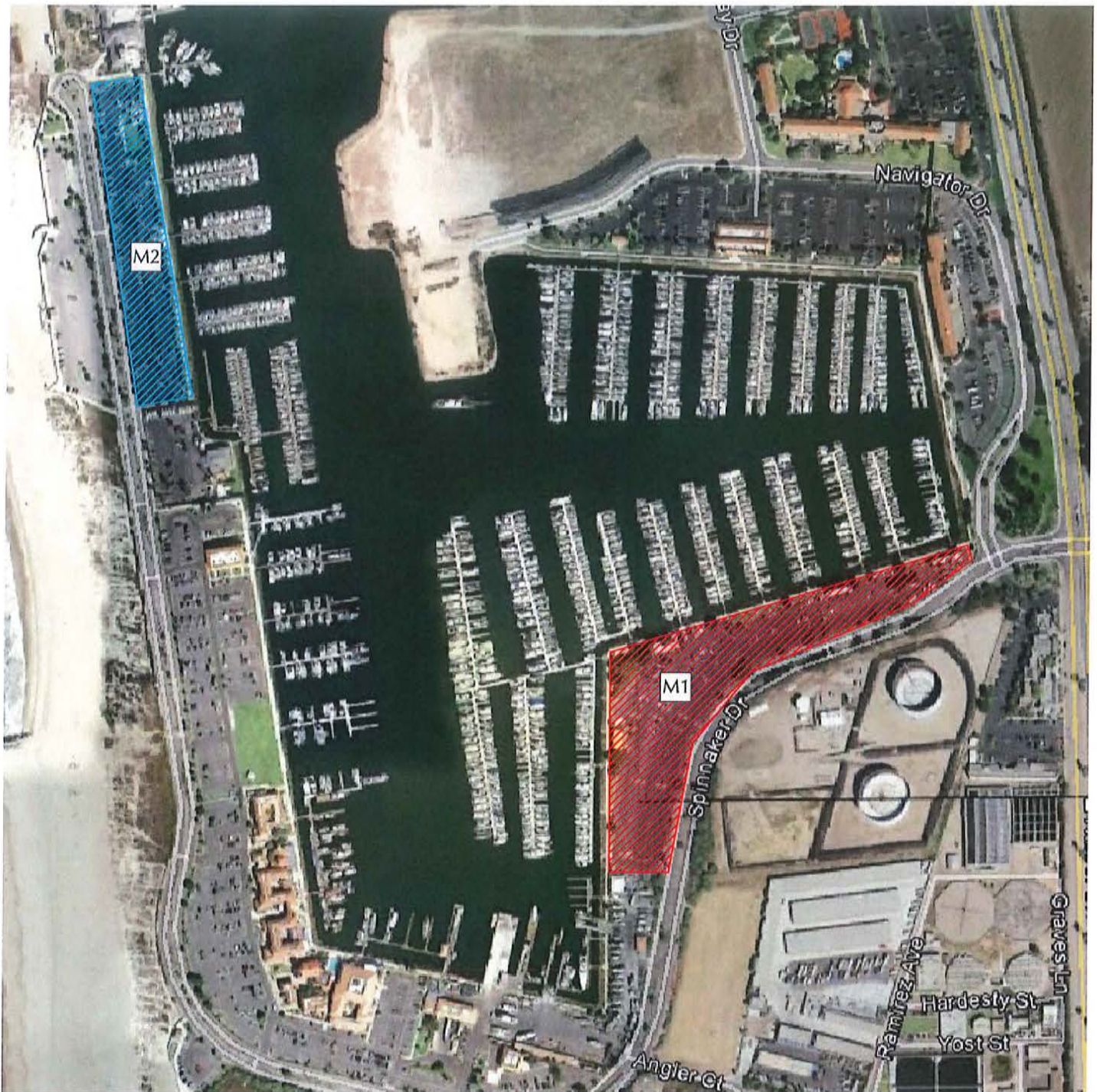
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HARBOR VILLAGE PUBLIC PARKING LOT LOCATIONS

FIGURE 2

EKM - #15072.01





LEGEND

- M1** Ventura Isle Marina : 648 Spaces
- M2** Ventura West Marina II : 310 Spaces (a)  
Total : 958 Spaces

(a) Includes 165 spaces used by public



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VENTURA ISLE MARINA AND VENTURA WEST MARINA II  
PARKING LOT LOCATIONS

FIGURE 3

EKM - #15072.01





**Table 2**  
**Ventura Harbor - Private Marina Parking Spaces**

Ventura Isle Marina	Ventura West Marina II	Total
648 Spaces (68%)	310 Spaces (32%)	958 Spaces

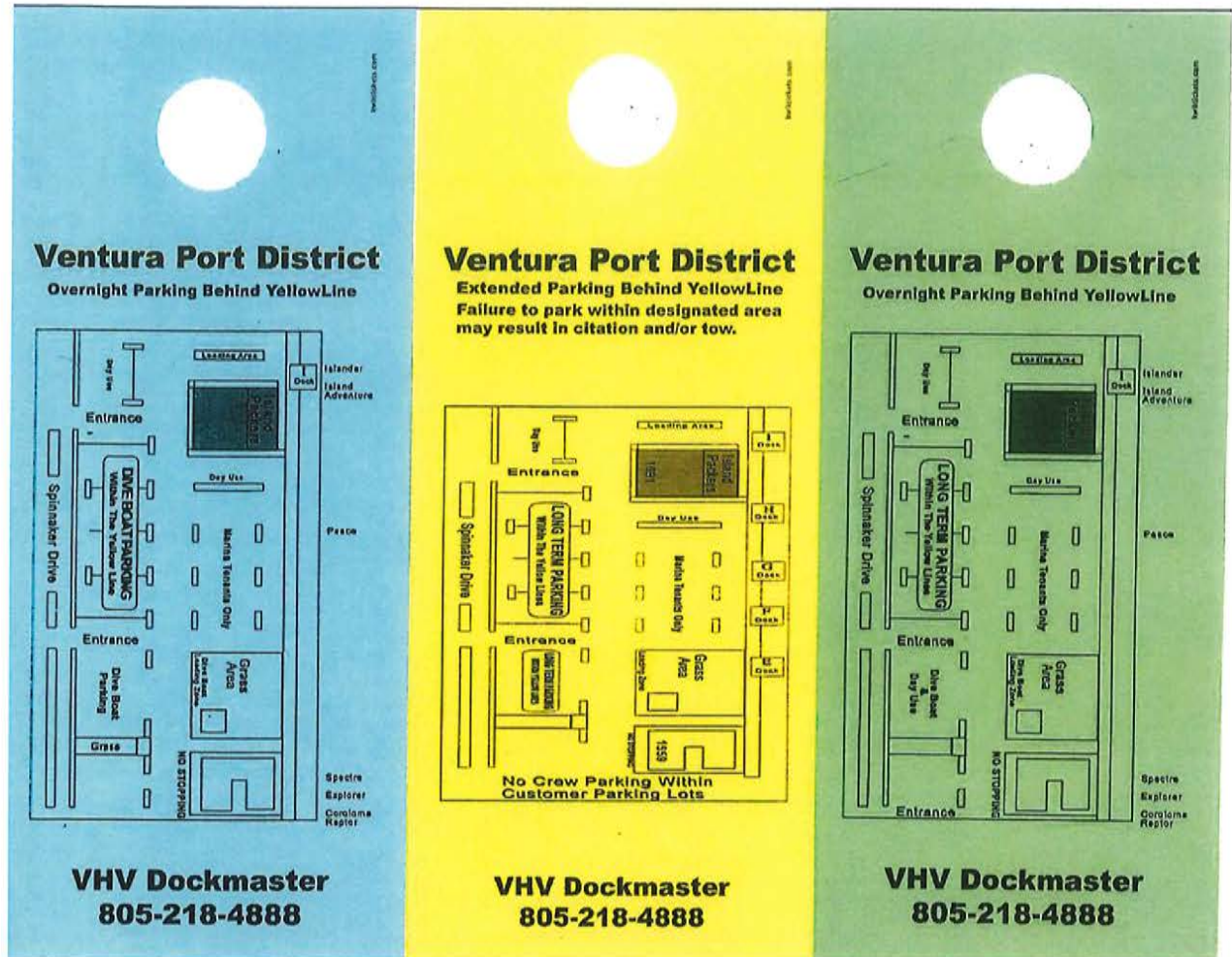
The VIM parking lot contains 648 spaces (68%) and the Ventura West II parking lot contains 310 spaces (32%). It is noted that approximately 165 of the parking spaces located in the Ventura West II parking lot are not controlled by access gates and are therefore used informally by the public.

### Parking Policies

All of the public parking spaces provided in the Ventura Harbor are currently free (there is no charge for parking). There are no time limits placed on the parking spaces, with the exception of 91 spaces that are marked for 3-hour parking in the south area of the Harbor Village (between Andria's Seafood and Brophy Brothers restaurants).

Overnight parking within the Ventura Harbor parking lots is not allowed without a special permit. Overnight permits (see Figure 4) are issued to patrons of Island Packers who visit the Channel Islands, passengers on dive boats that depart on overnight trips, and commercial fisherman that are typically gone for days or weeks at a time. The overnight parking permits are restricted to the western side of the northern Harbor Village parking lot (see Figure 5). The parking surveys conducted in the summer of 2015 found that there were approximately 200 overnight permit vehicles in the parking lots during the peak weekend period.





DIVE BOATS

MARINA TENANTS &  
COMMERCIAL FISHERMEN

ISLAND PACKERS

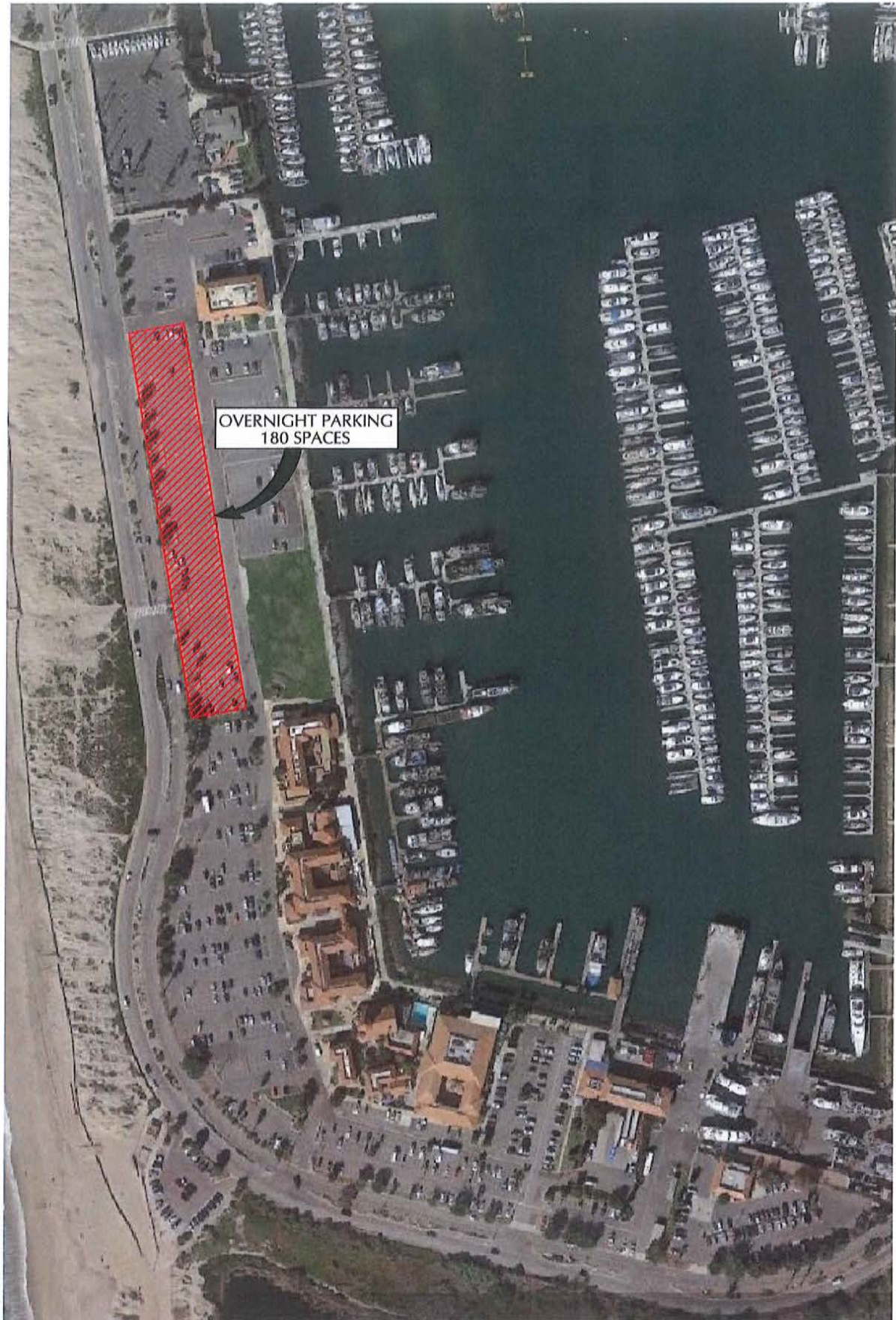


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VENTURA HARBOR OVERNIGHT PARKING PERMITS

FIGURE 4





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## VENTURA HARBOR OVERNIGHT PARKING AREA

FIGURE 5

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Employees within the Harbor Village area are directed to park in the employee parking lot located adjacent to the building at 1431 Spinnaker Drive, which contains approximately 80 spaces. The District has also implemented a voluntary employee parking program that placed a yellow line in the western portion of the Harbor Village Parking lots. Employees and owners of the shops and restaurants are asked to park on the south and west side of the yellow line in order to free up the parking spaces located closer to the shops and restaurants on the east side of the parking lots. There are currently 125 spaces within the yellow line area (see Figure 6).



Bus and RV parking is not accommodated within the Harbor Village parking lots. RVs and tour busses are currently directed to park in the employee parking lot at 1431 Spinnaker Drive if they visit the Harbor during peak periods.

### Harbor Village Parking Demands

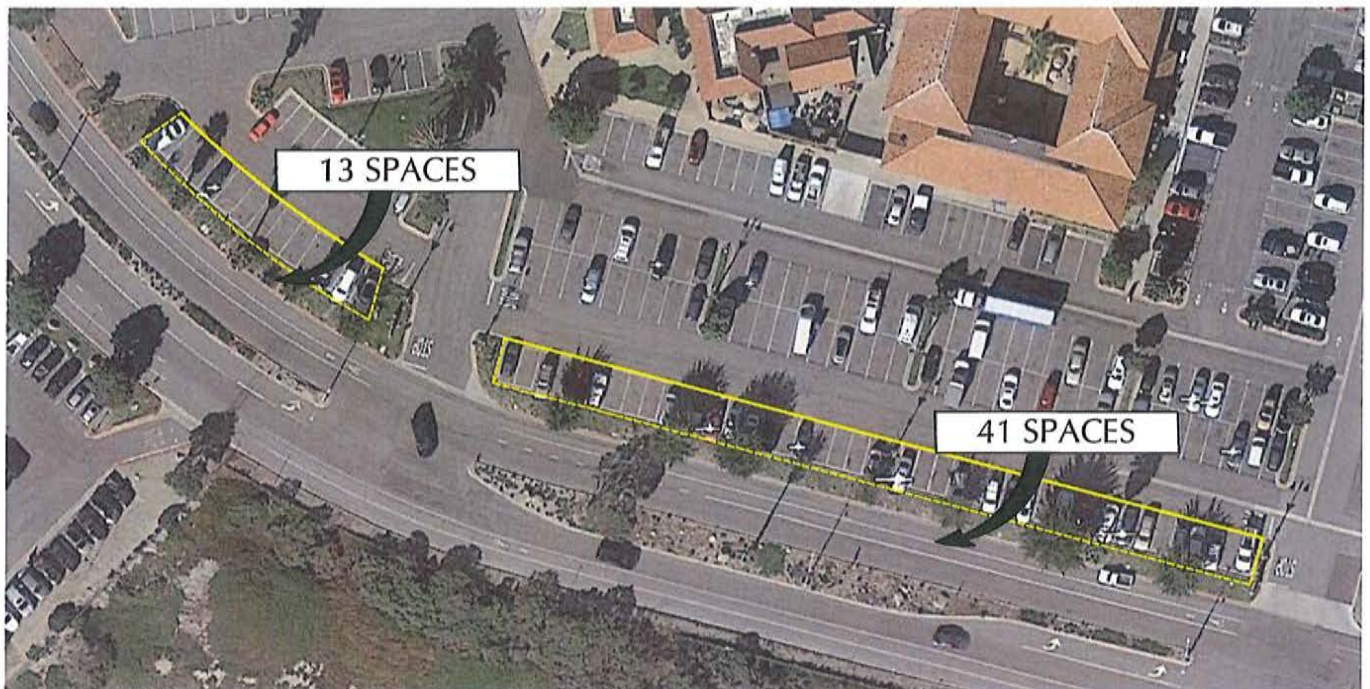
Existing parking demands within the Harbor Village area were determined through surveys conducted during the summer of 2015. These surveys were conducted on Friday, Saturday and Sunday and were taken to document peak parking demands in the various public and lots that serve the Harbor Village. Table 3 presents the results of the parking surveys for the public parking lots in the Harbor Village area.

**Table 3**  
**Harbor Village Area - Summer 2015 Parking Occupancies**

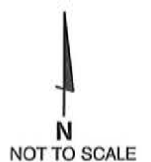
Day	Time									
	12:00-1:00		1:00-2:00		2:00-3:00		3:00-4:00		4:00-5:00	
	Spaces	% Occ.	Spaces	% Occ.	Spaces	% Occ.	Spaces	% Occ.	Spaces	% Occ.
Friday	726	48%	933	61%	917	60%	NA	NA	NA	NA
Saturday	NA	NA	NA	NA	1416	93%	1425	93%	1404	92%
Sunday	NA	NA	NA	NA	1492	98%	1479	97%	1461	96%

NA – No surveys conducted during these time periods





TOTAL = 125 SPACES



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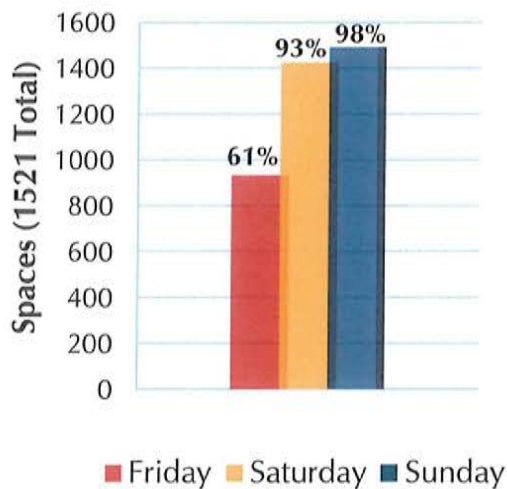
EXISTING EMPLOYEE (YELLOW LINE) PARKING ZONE

FIGURE 6

EKM - #15072.01



### Public Parking Peak Occupancy



The surveys found that the public parking facilities were over 90% occupied during the afternoon hours on weekends, which resulted in congestion caused by vehicles circulating to find limited open parking spaces within the parking lots and along Spinnaker Drive. The overall demand ranged from a low of 726 parked cars on Friday to a high of 1,479 parked cars on Sunday. Public parking was generally available during the peak Friday period with 588 unoccupied spaces. Public parking was not available on Saturday and Sunday afternoons when there were fewer than 100 public parking spaces available (96 open spaces on Saturday; 29 open spaces on Sunday).

Peak demands typically occurred between 2:00 to 4:00 P.M. on weekends and from 1:00 to 2:00 P.M. on Fridays. The weekend data reflects beach visitors and tourists, while the Friday peaks reflects lunch and Harbor patrons.

### Marina Parking Demands

Parking surveys were also conducted at the VIM and Ventura West II parking lots during the 2015 summer observation periods. Table 4 presents the peak parking demands observed in the two marina lots during the survey periods.



**Table 4**  
**Marina Parking Lots - Summer 2015 Parking Occupancies**

Day	Time									
	12:00-1:00		1:00-2:00		2:00-3:00		3:00-4:00		4:00-5:00	
	Spaces	% Occ.	Spaces	% Occ.	Spaces	% Occ.	Spaces	% Occ.	Spaces	% Occ.
Friday	204	21%	209	22%	210	22%	NA	NA	NA	NA
Saturday	NA	NA	NA	NA	329	34%	359	37%	335	35%
Sunday	NA	NA	NA	NA	448	47%	466	49%	471	49%

NA – No surveys conducted during these time periods



The parking surveys indicate that the Marina lots were less than half full during the peak Sunday period with 471 spaces occupied. The overall demand ranged from a low of 209 parked cars on Friday to a high of 471 parked cars on Sunday. The parking survey data suggest that the Marina parking lots have a significant reserve parking supply (487 empty parking spaces) a portion which could be used to accommodate public parking demands on peak days through reciprocal parking agreements.

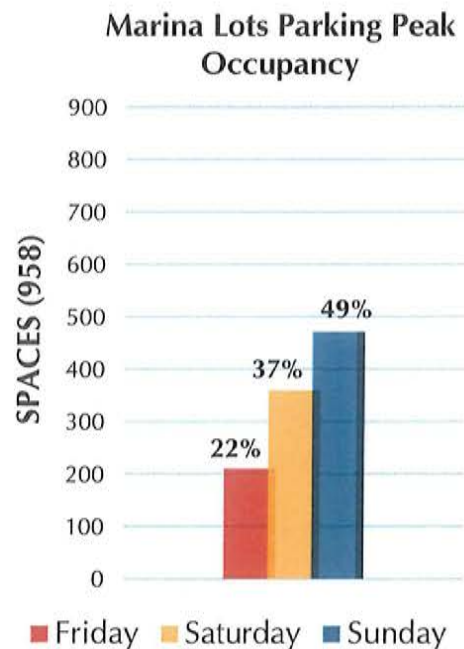
### Parking Issues

Several workshops and meetings were held with Ventura Port District staff, the tenants of the Harbor Village shops and restaurants, Island Packers, dive boat operators, and commercial fisherman to discuss existing parking issues and potential solutions. Several parking issues were identified, as summarized below.

*Long-Term Parking.* Overnight and long-term parking is currently allowed within the Ventura Harbor for patrons of the Island Packers, dive boats passengers and crew, commercial fisherman, and employees and researchers for the National Park Service. These patrons and employees take up highly sought after parking spaces in the Harbor Village parking lots for extended periods of time during peak weekend and holiday periods.

*Employee Parking.* There are an estimated 110 employees working in the Harbor Village shops and restaurants during peak shifts. Employees do not always park in the designated employee lot and sometimes use the more convenient customer parking spaces located next to the Harbor Village buildings.

*Time Limit Parking.* The majority of the Harbor Village merchants do not think that expanding the existing 3-hour parking area is a viable option to pursue for the Harbor Village area.





*Parking Enforcement.* There is a need for more parking enforcement in the Harbor Village parking lots. The overnight parking is currently enforced in the Harbor Village and West Marina II parking lots (vehicles without a permit are issued a ticket). The enforcement program is privately funded by the marina operator. The 3-hour parking area and the restriction on employees parking in certain areas are not enforced.

*Large Vehicle Parking.* The District is concerned about RVs parking for extended periods in the Harbor lots, and there are no designated spaces to accommodate them. There is a tour bus loading and unloading area on Spinnaker Drive adjacent to the Harbor Cove parking lot area, but there is no area for busses to park while their passengers visit the Harbor. Instead, RVs and busses are directed to use the employee lot.

*Beach Users.* Public use of the beaches in the Harbor has increased due to the warmer weather trends and the increased popularity of the beaches. Beach parking is spilling over from the two beachside parking lots into the Harbor Village lots.

## ALTERNATIVE TRANSPORTATION

### Transit

The Downtown Ventura Partners (DVP) organization operates the Downtown Ventura Harbor Trolley, which provides limited service between downtown Ventura and the Harbor Village area. The one-trolley service runs Wednesday through Sunday from 11AM to 11 PM with one-hour headways. The trolley also runs on major holidays. The District pays DVP annually to provide this service to the Harbor.

### Bicycles

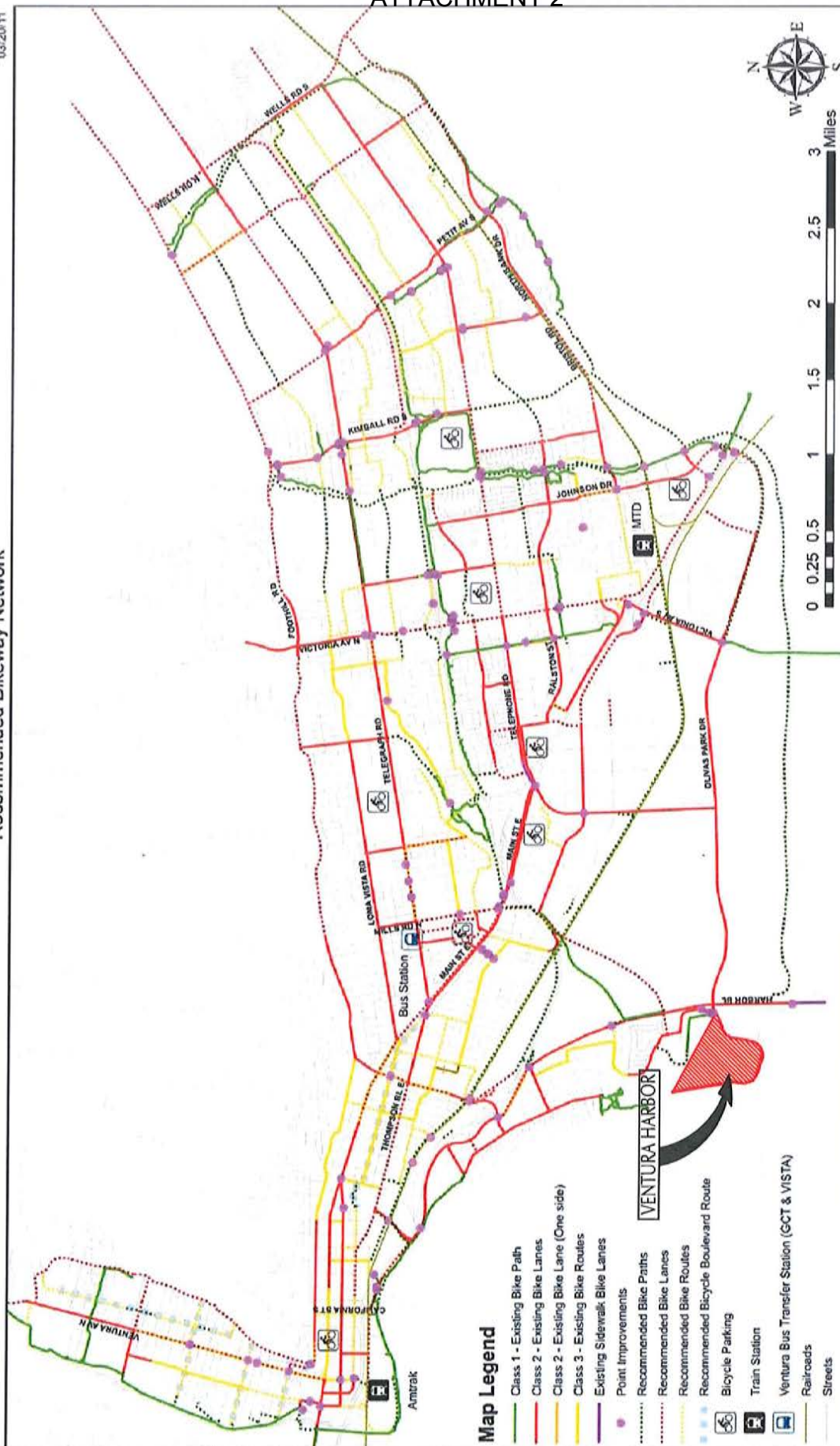
Biking represents a viable and desirable option in a comprehensive transportation system. The key element in encouraging the use of bicycles is the provision of a safe and efficient network of bike lanes. The City of Ventura has developed a network of existing and proposed bicycle facilities throughout the City, including the Ventura Harbor, as shown on Figure 7. Bicyclists can access the Ventura Harbor using the Class II bike lanes on Harbor Boulevard, Olivas Park Drive and Spinnaker Drive. Limited bicycle parking facilities are provided within the Harbor Village area. However, the new Portside project on Parcels 15, 16, and 18 will include bicycle facilities.





# 2011 Ventura Bicycle Master Plan Recommended Bikeway Network

03/20/11



ATTACHMENT 2



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## CITY OF VENTURA BICYCLE MASTER PLAN

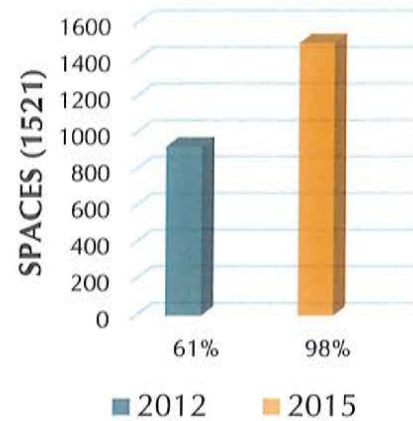
FIGURE 7

EKM - #15072\_01

## FUTURE PARKING DEMANDS

Parking demands in the Harbor Village area have grown steadily over the last several years. Comparison of the parking survey data collected at the Ventura Harbor in the summers of 2012 and 2015 showed an increase in demand of over 60% in the three-year span. The growing popularity of the shops, restaurants and charters in the Harbor Village, the increased use of the Harbor beaches, and the increased passenger loads at Island Packers have contributed to the steady increase in parking demands. It is anticipated that parking demands will continue to grow in the future as the Harbor becomes more popular on a local and regional basis.

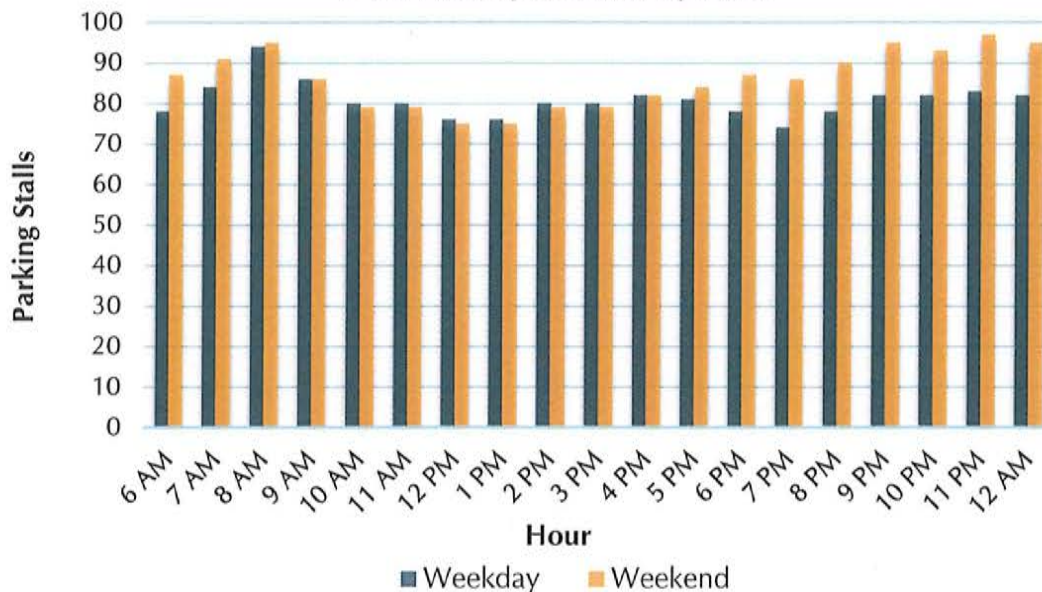
**Parking Demand Comparison**



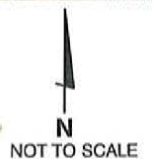
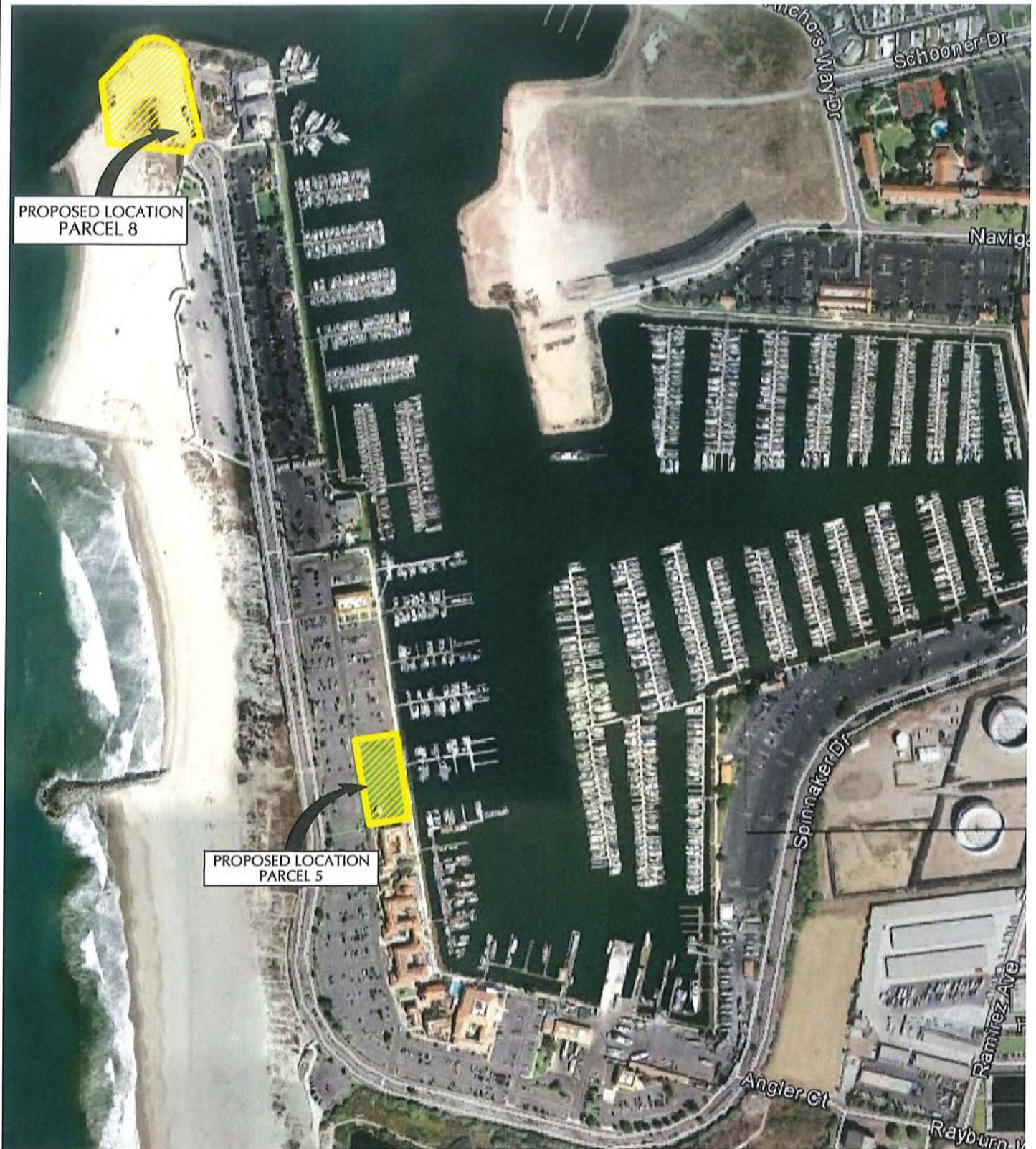
The District is also seeking proposals for the lease and development of visitor serving uses on two vacant parcels located in the Harbor Village area (see Figure 8). One of the challenges associated with increasing development within Harbor Village, regardless of the type of visitor serving use, is the need for parking. It is anticipated that development of these parcels with a hotel or other types of visitor serving uses would generate the demand of 75 to 80 parking spaces during the peak weekend afternoon periods when parking is most impacted within the Harbor Village area (see exhibit below).

### Future Visitor Serving Uses

#### Peak Parking Demand by Hour







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## VENTURA HARBOR FUTURE DEVELOPMENT SITES

FIGURE 8

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## PARKING MANAGEMENT PLAN RECOMMENDATIONS

The proposed Parking Management Plan is composed of a number of elements. These include short-term strategies that can be implemented in a reasonably short timeframe; mid-term strategies that can be considered over the next several years; and long-term options that will need to develop funding programs or have longer lead times. The long-term options are generally associated with capacity enhancements to provide additional parking at the harbor.

### Short-Term Strategies

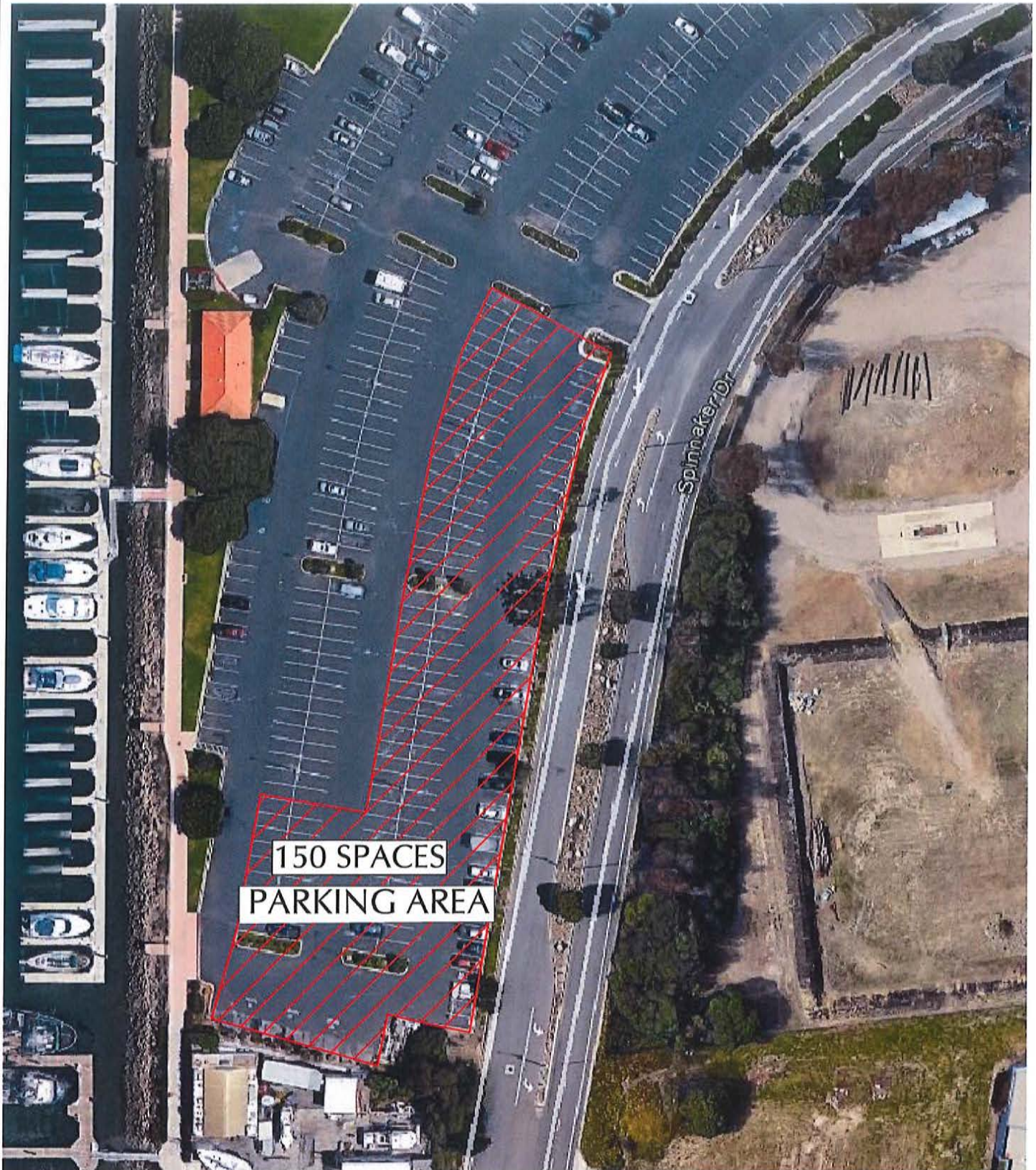
The short-term parking strategies include securing additional parking spaces from the adjacent marina parking lots that could be used for overnight and employee parking, restriping parking lots to increase the number of spaces provided, implementing employee parking programs, enhancing alternative transportation modes, and identifying locations for RV and tour bus parking.

Ventura Isle Marina Parking Lot. The District has entered into a lease agreement to use 150 spaces within the VIM parking lot. Figure 9 illustrates the area of the parking lot that will be available for use by the Harbor. The parking spaces will be used to accommodate some of the overnight parking that currently occurs in the Harbor Village lots as well as additional employee parking.

Ventura Marina West II Parking Lot. The District has entered into a one-year lease agreement with the Ventura West II Marina to use approximately 40 spaces located in the southern portion of the marina parking lot (near the yacht club parking lot) to accommodate overnight and employee parking for tenants (e.g. Island Packers) during peak weekend and holiday periods. Figure 10 illustrates the area of the lot that could be considered for additional overnight parking.

2016 Parking Program. The Ventura Port District has developed a 2016 parking program based on parking management strategies developed by ATE in previous draft parking studies. The District distributed the new parking regulations to district employees, tenants, and owners. Figure 11 illustrates the map with the location and names of the designated lots. Figure 12 illustrates examples of signage used to identify each lot.





NOT TO SCALE



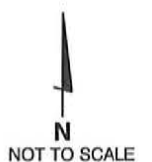
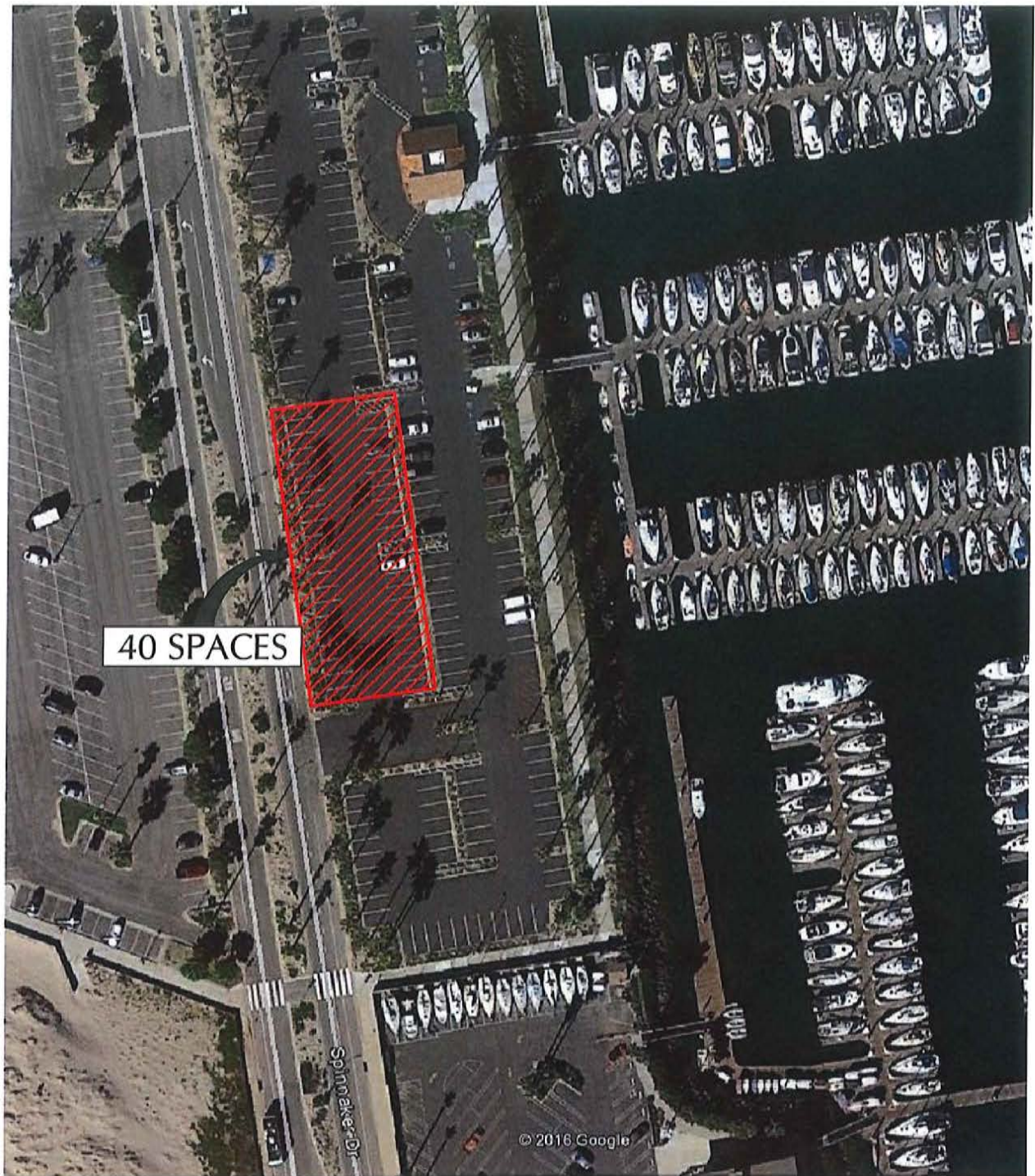
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## VENTURA ISLE MARINA LEASED PARKING SPACES

FIGURE 9

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## VENTURA MARINA WEST II POTENTIAL LEASE PARKING SPACES

FIGURE 10



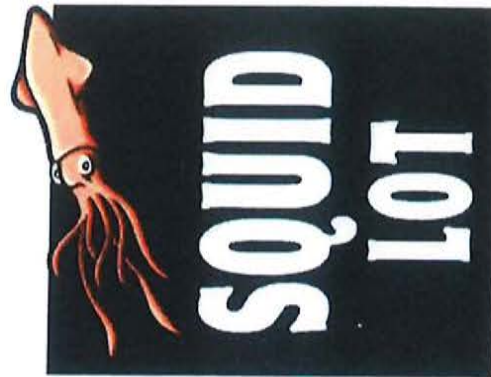
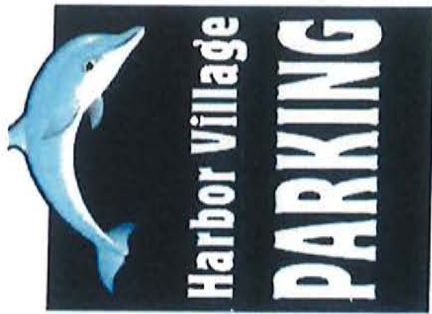


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2016 PARKING PROGRAM MAP

FIGURE 11





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2016 PARKING PROGRAM SIGNAGE

FIGURE 12

EKM - #15072.01

The 2016 Parking Program is as follows:

*The Ventura Port District reviews existing parking conditions on a yearly basis for the Harbor Village and continues to strive for the best solutions. The District hired a Parking Consultant in 2015 to survey parking demand and develop parking management strategies. After several tenant workshops and meetings a short-term parking program plan was developed to improve parking efficiency for Harbor Village. This plan is subject to change to accommodate existing and future parking demands.*

*CUSTOMERS are key to Harbor Village success. We believe that the goal of this program is to provide a customer-friendly parking solution for Harbor Village resulting in greater tenant revenue.*

*The Ventura Port District 2016 Parking Program (All Hours / Every Day), effective November 1, 2016 as follows:*

**VILLAGE TENANTS and EMPLOYEES:**

- o Dolphin Lot — at Ventura Isle Marina (VIM)
- o On the street of Spinnaker Drive
- o Squid Lot — at 1431 Spinnaker Drive
- o Seal Lot — in the Village

**DIVE BOAT TENANTS and EMPLOYEES:**

- o Dolphin Lot — at Ventura Isle Marina (VIM)
- o On the street of Spinnaker Drive
- o Squid Lot — at 1431 Spinnaker Drive
- o Seal Lot — in the Village

**MARINA TENANTS / COMMERCIAL FISHING BOATS:**

**EMPLOYEES:**

- o Dolphin Lot — at Ventura Isle Marina (VIM)

**OWNERS (One owner only):**

- o Marina Lot — in the Village parking lot adjacent to the grass lawn
- o Dolphin Lot — at Ventura Isle Marina (VIM)

*Please note ALL Tenants listed above — All vehicles parking beyond 72 hours MUST park in Dolphin Lot only.*

**ISLAND PACKERS**

**OWNERS/ EMPLOYEES:**

- o Turtle Lot — at Ventura West Marina II
- o On the street of Spinnaker Drive
- o OWNERS — allowed to park in Whale Lot (72 hours or less)

**CUSTOMERS FOR Day and Island Campers:**

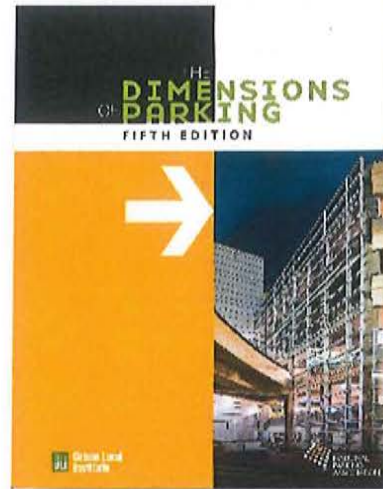
- o Whale Lot — Within the yellow line area across from grass lawn (72 hours or less)
- o Turtle Lot — Over 72 hours



## ATTACHMENT 2

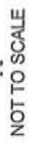
Reconfigure Harbor Cove Lot. Another option that would increase the existing parking supply would be to reconfigure the southern portion of the Harbor Cove, which currently contains 163 parking spaces. The Harbor Cove was originally constructed years ago to City standards, which resulted in extra-large drive aisles. Parking standards have evolved since that time to be more conducive to the size and maneuverability of current vehicles and the high cost of land. Generally, current parking lot standards include smaller drive aisle and smaller parking spaces.<sup>1</sup>

The Harbor Cove lot is designed as a one-way system. Vehicles enter the lot, then first circulate through the western drive aisle, and then circulate through the eastern drive aisle. The existing size of the parking lot would allow for additional parking spaces (see Figure 13). This option would provide approximately 185 spaces – an increase of 22 spaces. The reconfigured lot would require modifications to the end islands



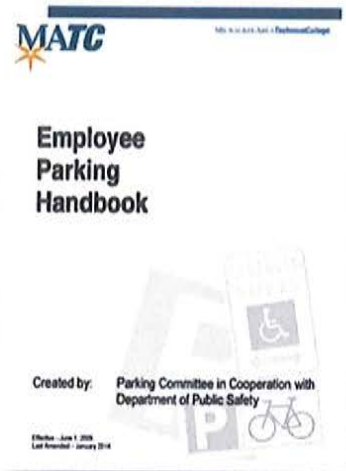
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<sup>1</sup> The Dimensions of Parking, Urban Land Institute, Fifth Edition, 2010.



HARBOR COVE PARKING LOT RECONFIGURATION (+ 22 SPACES)

Employee Parking. Employees from the Harbor Village area should be directed to use parking on Spinnaker Drive and the existing employee parking lot at 1431 Spinnaker Drive. When these facilities become full, employees would park in the VIM parking lot. In addition, the existing yellow line within the parking lot that designates the parking area for business owners and employees has been reduced from the existing 125 spaces to 75 spaces, which would be used primarily by Harbor Village business owners (see Figure 14).



The District should continue to work with Harbor Village tenants to encourage employee parking in the designated employee parking lot and the VIM parking lot. The District could develop an employee parking handbook outlining the parking rules and showing the parking lot locations. The District could also consider an employee Transportation Demand Management (TDM) plan to reduce employee trips in single occupant vehicles, thus reducing parking demands in the Harbor Village area. The components of the TDM plan outlining the alternative commute options would also be provided in the employee parking handbook.

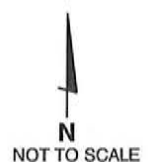
Bus and RV Parking. The lease agreement for the VIM parking lot does not allow for bus or RV parking. The District should direct tour busses to park in Lot 19a after dropping off their passengers. City staff have indicated that RV parking is prohibited on City streets, so RV parking would not be allowed on Spinnaker Drive.







TOTAL = 75 SPACES



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PROPOSED EMPLOYEE (YELLOW LINE) PARKING ZONE

FIGURE 14

EKM - #15072.01





Alternative Transportation. The District should continue working with the Ventura Downtown Partners to run the Downtown Harbor Shuttle, with the possible expansion of shuttle stops in the Harbor Village area. This District should also consider developing a bike route and bike parking map so that visitors to the Harbor Village area know where bicycle parking is located.

### Mid-Term Strategies

The mid-term strategy developed for the Ventura Harbor is to first evaluate the effectiveness of the Short-Term Strategies. This will include conducting updated parking demand surveys, calculating current inventory of parking spaces and recording new traffic counts. Second will be to further evaluate and consider implementation of a paid parking program and to potentially reconfigure Lot 19a to provide more parking. The vast majority of harbors along the Southern California coast charge for parking. This approach would reduce demands, create more parking turnover, and generate revenue for the District.

Paid Parking. It is recommended that the District implement a parking management fee system for the Harbor Village, Harbor Cove, and Surfers Knoll parking lots. The parking fee system should include state-of-the-art self-serve parking stations. There are several types of self-serve systems that are used for regulating parking using conveniently located machines within designated lots. The parking stations can accept a wide variety of bills, coins, and debit-credit cards, making it unnecessary for drivers to carry large amounts of change. Such systems differ from parking space meters in that one machine can service multiple vehicle spaces, resulting in lower set-up costs. In addition, these systems theoretically prevent drivers from taking advantage of parking meters that have time remaining; this factor alone has doubled parking revenues in cities that have switched to self-serve parking kiosks.



## ATTACHMENT 2

Based on the size and layout of the lots, it is estimated that 10 parking kiosks would be needed for the Harbor Village Lots, 2 kiosks for the Harbor Cove Lot, and 1 kiosk for the Surfers Knoll Lot. The following self-serve systems should be considered for the Ventura Harbor parking lots.

Pay by Space Parking. Pay by space is a parking control system that uses conveniently located self-service machines within designated lots (the lot entrances and exits are not controlled). Customers arrive at the lot and go to the pay station, enter their parking stall number into the pay station, purchase time, and are not required to return to their vehicle. This system is more convenient than the pay and display system reviewed below because customers are not required to return to their vehicles. Enforcement is easy and inexpensive to implement: parking enforcement personnel check vehicles remotely to verify that the consumer has purchased a parking space and that the time has not expired.



Pay and Display Parking. Pay and display parking is similar to the pay by space system in that it also uses conveniently located self-service machines within designated lots. Customers go to pay station and purchase time and then return to their vehicle and display a ticket on the dashboard. Enforcement is easy and inexpensive to implement: parking enforcement personnel simply check vehicle dashboards to verify the customer has purchased a permit and that it has not

expired. Details included on a printed ticket are generally the location and operator of the machine, time entered, expiration time, and fee paid.



Time Restrictions. Given the peaking of activity and associated parking demands in the Harbor Village area, it is recommended that the District's implement the parking fee system from 10:00 AM to 6:00 PM on Saturdays, Sundays, and holidays. A flat fee system could also be implemented for special events. Parking would remain free during off-peak parking periods (Monday – Friday) when parking demands in the lots are below capacity.



<div style="text-align: center;">  </div>	
DAILY PARKING RATES	
SATURDAY – SUNDAY - HOLIDAY	
HOURS	RATE
0-1	\$1.00
1-2	\$2.00
2-3	\$3.00
3-4	\$4.00
4-5	\$5.00
5-6	\$6.00
6-7	\$7.00
7-8	\$8.00

Parking Fee Rates. It is recommended that parking be charged on an hourly rate on Saturday, Sunday, and holiday periods when the paid parking system is in place. The pricing system could mirror the City of Ventura's downtown parking program which charges \$1.00 per hour.

The pay for parking system could be set up to allow for payment of a flat fee per day, say \$8 per day, for vehicles that park for 24 hours or more (Island Packers, dive boats, etc.) with a possible discount for multiple days. These vehicles would still need to park in the designated overnight parking area and display an overnight permit to avoid receiving a ticket. Free

overnight parking would continue to be provided in the VIM parking lot.

Free Time-Limited Parking. The district could consider designating areas within the Harbor Village parking lots as 'free' parking with time limits. For instance, the existing 3-hour limit zone, which contains 91 parking spaces, could be retained and reduced to two-hour free parking to allow for a limited number of free parking spots for Harbor Village customers.





Enforcement. Enforcement is critical to the success of any parking management program. As seen in the existing circumstances the lack of active parking enforcement results in diminished effectiveness of current parking strategies. The District will need to employ parking enforcement personnel to ensure that the pay stations are in working order, routinely check parked vehicles, and issue parking violations for those that violate the system.

Paid Parking Program Costs. Table 5 summarizes the rough cost estimates for implementing the pay parking system within the Ventura Harbor Village parking lots.

**Table 5**  
**Pay Parking System Cost Estimate**

Component	Number of Units	Unit Cost	Total Cost
Pay Stations	18 Stations	\$10,000	\$180,000
Parking Lot Striping & Signage	4 Lots	\$6,000	\$24,000
Enforcement Vehicle	1 Vehicle	\$40,000	\$40,000
Total			\$244,000

Reconfigure Lot 19A. Another option that would increase the existing parking supply would be to reconfigure Lot 19A, which currently contains 156 parking spaces. While this lot is not used for day-to-day parking for the Harbor Village area, it does accommodate parking demands when large events are held at the Harbor. This lot was constructed years ago to City standards with generous drive aisles. Two options were developed to increase the number of spaces within the lot. Option 1, shown on Figure 15, would provide 190 spaces – an increase of 34 spaces. This option provides a two-way system with 90-degree parking throughout the lot. Most of the spaces would be 9 feet wide, with a few 8-foot wide compact spaces and a few extra-wide 10-foot spaces. This option could be implemented without modifying the end islands or requiring changes to the lighting system. The estimated cost of the parking lot restriping and reconfiguration is \$8,000.





EXISTING PARKING = 156 SPACES  
PROPOSED PARKING = 190 SPACES



19a HARBOR COVE PARKING LOT RECONFIGURATION - OPTION 1 (+ 34 Spaces)

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EKM - #15072.07



Option 2 is shown on Figure 16. As shown, the existing size of the parking lot would allow for reconfiguration to provide 208 spaces – an increase of 52 spaces. The option provides a two-way system with 90-degree parking throughout the lot. All of the spaces would be 9 feet wide. This option would require modifications to the planter islands and the parking lot lighting system. Permits to reconfigure the lot would need to be obtained from the City of Ventura. The estimated cost of the parking lot reconfiguration is \$45,000.

The District intends to evaluate future uses of Lot 19A which may or may not preclude parking lot restriping. However, in both Option 1 and 2 the potential parking stall counts are for illustrative purposes only. Formal design is necessary to determine actual parking stall counts.

### **Long-Term Strategies**

The long-term strategies developed for the Harbor include constructing additional parking within the Harbor Village area. The following parking solutions are intended only to provide the District with a discussion of historical parking research and alternatives for future evaluation.

Additional Beachside Parking. This alternative includes constructing a new surface parking lot on the west side of Spinnaker Drive between the existing Surfers Knoll and Harbor Cove parking lots. The District researched this option in the late 1980s and developed a conceptual plan, which is illustrated on Figure 17. This plan would provide an additional 163 spaces. It is noted that construction of the parking spaces within the dunes area of the beach would require substantial environmental review and Coastal Commission approval. The cost of the parking lot was estimated using a rough cost of \$4,000 per stall. With 163 stalls, the estimated cost to construct the surface parking lot would be \$652,000.



EXISTING PARKING = 158 SPACES  
PROPOSED PARKING = 208 SPACES



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ENGINEERS

19a HARBOR COVE PARKING LOT RECONFIGURATION - OPTION 2 (+ 50 SPACES)

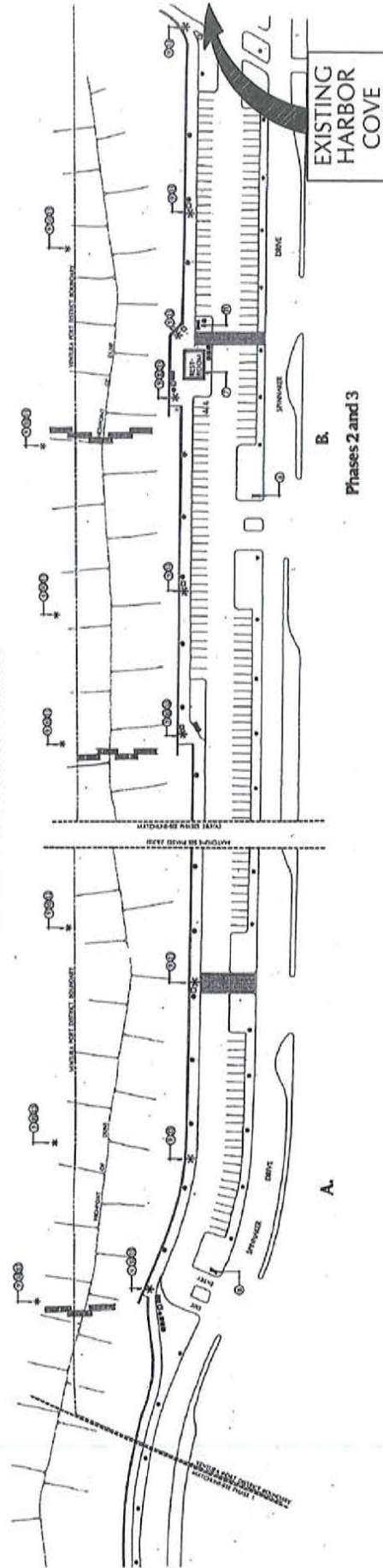
FIGURE 16

EKM - #15072.01





PARKING LOT CONCEPT PLAN



ASSOCIATED  
TRANSPORTATION  
ENGINEERS



SPINNAKER DRIVE PARKING LOT EXPANSION



Parking Structure. The potential for the development of a parking structure was raised during the workshops held with District staff and the Harbor Village tenants. The concept has a number of facets including location, size, purpose, cost, and funding. The most practical location would be to add a second level deck to the northern Harbor Village parking lot (see Figure 18). This location would provide

additional parking in the core Harbor Village area. The existing parking lot area has approximately 226 spaces and a second deck could be expected to add approximately 200 additional stalls. The cost of the parking structure was estimated using a rough cost of \$20,000 per stall. With a total of 426 stalls, the estimated cost to construct the parking structure would be \$8,520,000.



#### Angled Parking on Spinnaker Drive.

Another option that was discussed at the parking workshops is to reconfigure Spinnaker Drive to provide angled parking on the roadway. Spinnaker Drive currently accommodates 211 parallel parking spaces on the east and west sides of the roadway. Reconfiguring Spinnaker Drive to narrow the existing median would allow for angled parking to be provided on the west side of the roadway while maintaining parallel parking on the east side of the roadway.

Given the location of the adjacent Class II bike and the large number of beach goers that use the parking, it is recommended that the design incorporate back-in angled parking, which is safer for bicycles and is easier for loading and unloading of vehicles.

It is noted that this option would require modification to the existing median and relocation of the existing street lights from the center of the roadway to the sidewalks on each side of the roadway. The proposed design for Spinnaker Drive is presented on Figure 19.







NOT TO SCALE

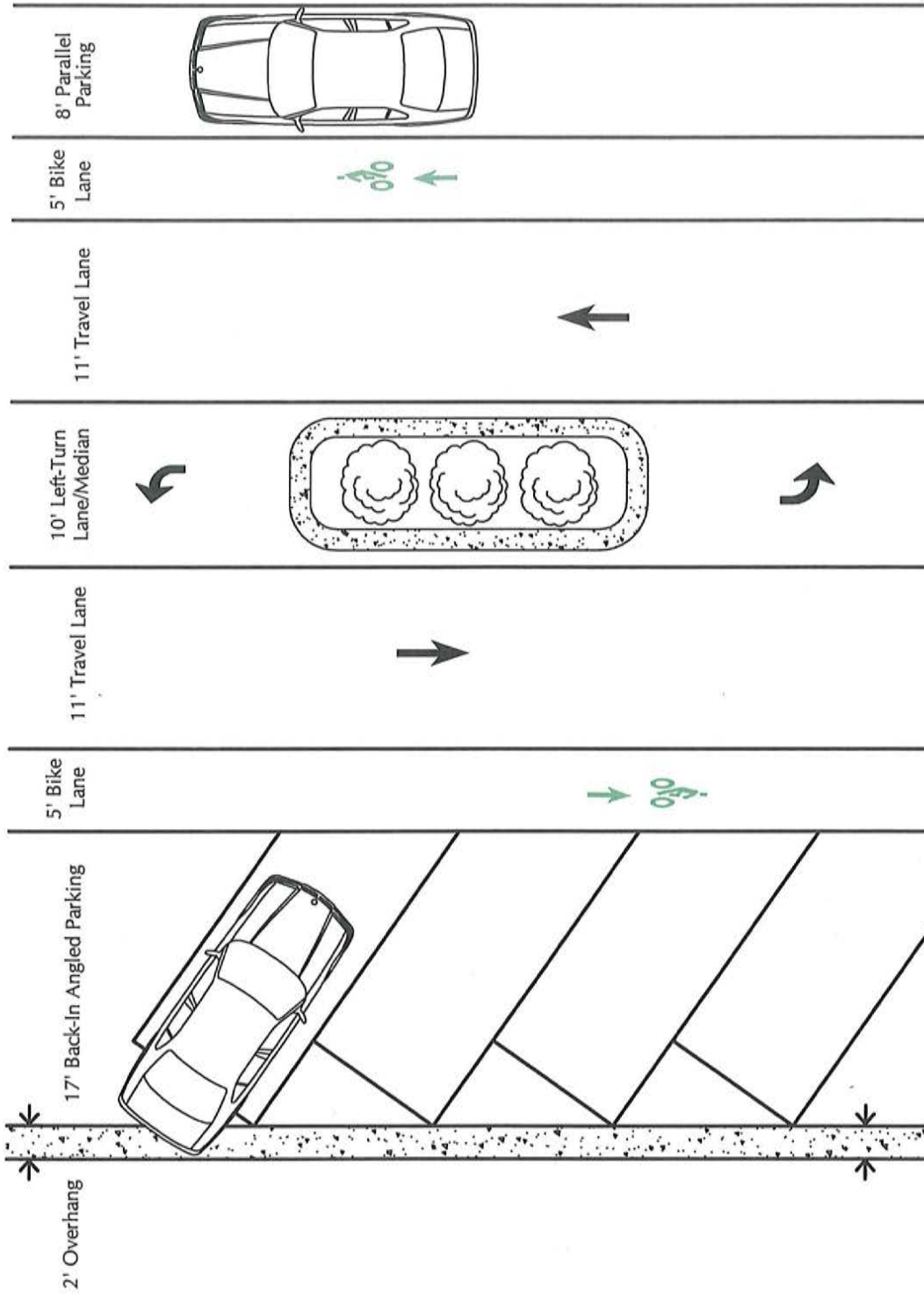


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## HARBOR VILLAGE PARKING STRUCTURE (+ 200 SPACES)

FIGURE 18

EKM - #15072.01



SPINNAKER DRIVE BACK-IN ANGLED PARKING



## ATTACHMENT 2

Providing angled parking on the west side of Spinnaker Drive and would increase the parking from 211 spaces to 296 spaces, a net gain of 85 spaces. This improvement would need to be approved and permitted by the City of Ventura. The estimated cost for the reconstruction of the median, relocation of the lighting, and restriping the roadway is \$430,000.

Table 6 compares of the number of spaces and the costs of each of the long term strategies to increase future parking supplies within the Harbor Village area.

**Table 6**  
**Long-Term Parking Strategy Comparison**

Strategy	Net New Spaces	Cost/Space	Total Cost
Expand Beachside Parking	163 Spaces	\$4,000	\$652,000
Build Parking Structure	200 Spaces	\$42,600 (a)	\$8,520,000
Angled Parking on Spinnaker Drive	85 Spaces	\$5,800	\$430,000

(a) Cost based on 426 spaces @ \$20,000 per space with a net gain of 200 spaces.

## CLOSING

The process of managing parking in the Harbor will require ongoing discussions, strategy coordination and periodic re-evaluation of parking demands. The District is beginning this continuous process by engaging the community and the responsible agencies in the preparation of this plan. Over the next several years, implementation of the proposed strategies will require careful thought and multi-agency coordination. In time, the management of the existing parking supply can be made more efficient and effective in meeting the Harbor's demands.



The Plan also charts the course for addressing the long term goal of providing improved access to the Harbor and the coast through implementation of parking management strategies as well as development of additional parking supplies. It is recommended that the Parking Management Plan be reviewed periodically and adjustments made to the analysis and strategies to fine-tune the program to reflect use of the Harbor, growth in the community and surrounding development.



## REFERENCES AND PERSONS CONTACTED

### Associated Transportation Engineers

Scott A. Schell, AICP, PTP, Principal Transportation Planner  
Dan L. Dawson, PTP, Supervising Transportation Planner  
Richard L. Pool, Principal Engineer  
Erica K. Monson, Traffic Technician I  
Luis R. Mejia, Transportation Engineer

### References

The Dimensions of Parking, Urban Land Institute, Fifth Edition, 2010.

Parking Generation, Institute of Transportation Engineers, 4th Edition, 2010.

Dana Point Harbor Parking Management Plan, Walker Parking Consultants

Balboa Village Parking Management Plan, Nelson\Nygaard Consulting Associates Inc.

Parking Management Plan for the Port San Luis Harbor District, C2 Consult

### Persons Contacted

Tom Mericle, City of Ventura

Oscar Peña, Ventura Port District  
Brian Pendleton, Ventura Port District  
Frank Locklear, Ventura Port District  
Joe Gonzalez, Ventura Port District  
John Higgins, Harbormaster  
Robin Baer, Ventura Port District  
Jennifer Talt Lundin, Ventura Port District  
Harbor Village Merchants





BOARD OF PORT COMMISSIONERS

NOVEMBER 14, 2018

STANDARD AGENDA ITEM 3

CONTINUATION OF GENERAL  
MANAGER'S EMPLOYMENT

**VENTURA PORT DISTRICT  
BOARD COMMUNICATION**

**STANDARD AGENDA ITEM 3**  
Meeting Date: November 14, 2017

TO: Board of Port Commissioners  
FROM: Timothy J. Gosney, General Counsel  
SUBJECT: Continuation of General Manager's Employment

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**RECOMMENDATION:**

That the Board of Port Commissioners approve Amendment No. 6 to the General Manager's Restated Employment Agreement.

**SUMMARY:**

In September 2017, the Board approved Amendment No. 5 to the General Manager's Restated Employment Agreement. This Amendment provided various amendments to Mr. Peña's Employment Agreement, such as benefits and compensation, but also focused on establishing a fixed retirement date. The agreed upon retirement date in Amendment No. 5 is April 30, 2019.

**BACKGROUND:**

Unfortunately, Mr. Peña lost his home in the Thomas Fire in December 2017. As a result of this devastating event, Mr. Peña is requesting an Amendment to his Restated Employment Agreement through May 30, 2020. Mr. Peña was prepared to retire in April of 2019; however, the Thomas Fire has interfered with those plans.

This additional thirteen (13) months would allow Mr. Peña to continue working as General Manager on key Port District objectives and continue to work on a permanent housing solution. There are no additional changes proposed to Amendment No. 6 of the Restated Employment Agreement.

**FISCAL IMPACTS:**

Mr. Pena's current salary is \$182,217 annually. Assuming no further adjustments to his salary, the additional time requested represents an additional \$197,402 over the thirteen (13) month period. This does not include vacation, health insurance or retirement benefits.

**ATTACHMENT:**

Attachment 1 – Amendment No. 6 to Restated Employment Agreement

# ATTACHMENT 1

## AMENDMENT NO. 6

### TO RESTATED EMPLOYMENT AGREEMENT

This AMENDMENT NO. 6 TO RESTATED EMPLOYMENT AGREEMENT amends that certain RESTATED EMPLOYMENT AGREEMENT (the “Agreement”) dated and effective, July 1, 2017, as amended on October 3, 2006, July 25, 2007, July 23, 2008, September 15, 2010, and September 27, 2017, by and between Ventura Port District (hereinafter referred to as “VPD”), a political subdivision of the State of California, and Oscar F. Peña (hereinafter referred to as (“Peña “).

#### RECITALS

- A. VPD and Peña entered into the Agreement with respect to Peña’s at will employment with VPD as VPD’S General Manager.
- B. The parties have from time to time modified the Agreement by mutual agreement to reflect negotiated changes in compensation, benefits for Peña, and the term of the Agreement.
- C. The parties now desire to further amend Section 3 with regard to Term.

NOW, THEREFORE, the parties agree as follows:

- 1. Section 3 of the Agreement shall be deleted in its entirety and the following inserted into its place:

“Section 3. Term of Agreement.

The term of this Agreement shall commence and be effective July 1, 2017, and shall continue for a period of thirty-five months, expiring on May 31, 2020, unless sooner terminated as provided herein, or as the parties may otherwise agree.

Notwithstanding the terms of the Agreement, Peña agrees he is an at-will employee and may be terminated in accordance with Section 4 below. Further, Peña agrees that if he is terminated prior to the expiration of this Agreement, or any extended term thereof, his sole remedy shall be that afforded to him under Section 6.”



## ATTACHMENT 1

2. Except for the Amendments set forth above in this Amendment No. 6 to Restated Employment Agreement, the Agreement, as previously amended, shall otherwise remain unchanged.

DATED: \_\_\_\_\_, 2018

Ventura Port District  
Board of Port Commissioners

\_\_\_\_\_  
Oscar F. Peña

\_\_\_\_\_  
By: Everard Ashworth, Chairman