



VENTURA PORT DISTRICT BOARD OF PORT COMMISSIONERS

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

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

PORT COMMISSION AGENDA REGULAR MEETING OCTOBER 16, 2019 VENTURA PORT DISTRICT OFFICE 1603 ANCHORS WAY DRIVE VENTURA, CA 93001

CALL TO ORDER: *By Chairman Chris Stephens.*

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

PUBLIC COMMUNICATIONS (3 minutes)

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

CLOSED SESSION – 5:35PM

CLOSED SESSION AGENDA (1 hour 25 minutes)

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

RECONVENE IN OPEN SESSION – 7:00PM

CALL TO ORDER: *By Chairman Chris Stephens.*

PLEDGE OF ALLEGIANCE: *By Chairman Chris Stephens.*

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

ADOPTION OF AGENDA (3 minutes)

Consider and approve, by majority vote, minor revisions to agenda items and/or attachments and any item added to, or removed/continued from the Port Commission's agenda. Administrative Reports relating to this agenda and materials related to an item on this agenda submitted after distribution of the agenda packet are available for public review at the Port District's office located at 1603 Anchors Way Drive, Ventura, CA

during business hours as well as on the District's website - www.venturaharbor.com. Each item on the agenda shall be deemed to include action by an appropriate motion, resolution or ordinance to take action on any item.

APPROVAL OF MINUTES (3 minutes)

The Minutes of the October 2, 2019 Regular Meeting will be considered for approval.

PUBLIC COMMUNICATIONS (3 minutes)

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

CLOSED SESSION REPORT (3 minutes)

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

BOARD COMMUNICATIONS (5 minutes)

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

DEPARTMENTAL AND GENERAL MANAGERS REPORTS (5 minutes)

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

LEGAL COUNSEL REPORT (5 minutes)

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

CONSENT AGENDA: (5 minutes)

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

A) Approval of New Office Lease Agreement for Del Mar Seafoods, Inc.

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 Del Mar Seafoods, Inc. for the premises located at 1583 Spinnaker Drive #203B/#206, consisting of a total of 1,015 square feet for a two-year term with a two-year option.

B) Approval of New Office Lease Agreement for Center for Contract Compliance

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 Center for Contract Compliance for the premises located at 1559 Spinnaker Drive #202A, consisting of a total of 437 square feet for a two-year term.

STANDARD AGENDA:

1) Approval of Financial Statements and Checks for April through June 2019 (5 minutes)

Recommended Action: Roll Call Vote.

That the Board of Port Commissioners adopts Resolution No. 3380 to:

- a) Accept the following draft financial statements for the Quarter ended June 30, 2019, pending audit adjustments, and accounting for year-end GASB 68 and 75 journal entries; and
- b) Review the payroll and regular checks for April through June 2019.

2) New Concept Design for 1567 Spinnaker Drive #100 for Visitor Serving Uses (20 minutes)

Recommended Action: Voice Vote.

The Board of Port Commissioners authorize:

- 1) Submission of the architectural plans to the City of Ventura for all necessary approvals including the Planning and Building Divisions and;
- 2) Preparation of a Request for Proposals (RFP) for Board consideration.

3) Approval of Slip Fee Increases for Ventura Harbor Village Marina (15 minutes)

Recommended Action: Voice Vote.

That the Board of Port Commissioners approve new slip fees for the Ventura Harbor Village Marina.

ADJOURNMENT

*This agenda was posted on Friday, October 11, 2019 by 5:00 p.m. at the Port District Office
and online at www.venturaharbor.com - Port District Business - Meetings and Agendas.*

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

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

WEDNESDAY, OCTOBER 16, 2019

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

- a) Property: **Federal Authorized Sea Bottom**
Negotiating Parties: Brian Pendleton, Todd Mitchell, Timothy Gosney
Army Corps of Engineers
Under Negotiation: **Sea Bottom Aquaculture Master Permit** (Verbal Report)
- b) Property: **1583 Spinnaker Drive #203B, #206**
Negotiating Parties: Brian Pendleton, Todd Mitchell, Timothy Gosney
Del Mar Seafoods, Inc.
Under Negotiation: **New Office Lease Agreement** (renewal) (Verbal Report)
- c) Property: **1559 Spinnaker Drive #202A**
Negotiating Parties: Brian Pendleton, Todd Mitchell, Timothy Gosney
Center for Contract Compliance
Under Negotiation: **New Office Lease Agreement** (renewal) (Verbal Report)
- d) Property: **1567 Spinnaker Drive #100**
Negotiating Parties: Brian Pendleton, Todd Mitchell, Timothy Gosney
Tristian and Sharon Thames dba Ventura Village Carousel, Inc.
Under Negotiation: **Month to Month Lease** (Verbal Report)
- e) Property: **1583 Spinnaker Drive #105**
Negotiating Parties: Brian Pendleton, Todd Mitchell, Timothy Gosney
Health Minded, Corp. dba Frenchies Modern Nail Care
Under Negotiation: **Lease Rent Commencement Date Extension** (Verbal Report)

2. Conference with Legal Counsel - Potential Litigation per Government Code Section 54956.9(d)(2): Two (2) Cases. (Verbal Report)

3. Conference with Legal Counsel - Potential Litigation per Government Code Section 54956.9(d)(4): One (1) Case. (Verbal Report)

4. Conference per Government Code Section 54957(b)(1): Two (2) matters. (Verbal Reports)

- a) Consideration of process for the 360 evaluation of General Manager
- b) Consideration of evaluation of status of independent contractor, Richard W. Parsons



VENTURA
PORT DISTRICT
Established 1952

BOARD OF PORT COMMISSIONERS

OCTOBER 16, 2019

APPROVAL OF MINUTES

OCTOBER 2, 2019

VENTURA PORT DISTRICT

BOARD OF PORT COMMISSIONERS MINUTES OF OCTOBER 2, 2019



CLOSED SESSION

CALL TO ORDER:

The Ventura Board of Port Commissioners Regular Closed Session Meeting was called to order by Chairman Chris Stephens at 5:32PM at the Ventura Port District Administration Office, 1603 Anchors Way Drive, Ventura, CA 93001.

ROLL CALL:

Commissioners Present:

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

Commissioners Absent:

None

Port District Staff:

Brian Pendleton, General Manager
Todd Mitchell, Business Operations Manager
Jessica Rauch, Clerk of the Board

Legal Counsel:

Andy Turner
Timothy Gosney

PUBLIC COMMUNICATIONS: James Smith, owner of Ventura Dive and Sport would like his dive boat the Raptor to remain on C-dock. Doug Cooper, owner of Just 4 Dreamers would like to keep the Raptor as a tenant, but move him from dock C-8 to dock D-4.

CONVENED TO CLOSED SESSION AT 5:47PM.

ADJOURNMENT: Closed Session was adjourned at 7:02pm.

OPEN SESSION

ADMINISTRATIVE AGENDA:

CALL TO ORDER:

The Ventura Board of Port Commissioners Regular Open Session Meeting was called to order by Chairman Chris Stephens at 7:05PM at the Ventura Port District Administration Office, 1603 Anchors Way Drive, Ventura, CA 93001.

PLEDGE OF ALLEGIANCE: By Commissioner Blumenberg.

ROLL CALL:

Commissioners Present:

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

Commissioners Absent:

None

Port District Staff:

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

Legal Counsel:

Andy Turner
Timothy Gosney

ADOPTION OF AGENDA

ACTION: Commissioner Brennan moved, seconded by Commissioner Blumenberg and carried by a vote of 5-0 to adopt the October 2, 2019 agenda.

APPROVAL OF MINUTES

The Minutes of the September 4, 2019 Regular Meeting were considered as follows:

ACTION: Commissioner Brennan moved, seconded by Commissioner Blumenberg and carried by a vote of 5-0 to approve the September 4, 2019 Regular Meeting Minutes.

PUBLIC COMMUNICATIONS: Randell Novack does not agree with Ms. Brock's comments on cutting back on Commissioner and staff attendance at meetings and conferences. With his experience on a Commission, he finds it very important to attend as many meetings and conferences as possible to learn about the latest trends, funding opportunities and to network. Vikki Brock reminded the Commission that there are 30 days left for a 360 review for the General Manager as stipulated in Mr. Pendleton's employment agreement. She also asked if anyone has signed the Shellfish pledge. Ms. Brock still has not seen an accurate occupancy report for the Village and would like to know what the future approach is to reduce potential for unnecessary litigation. Sam Sadove would like more information on the District's dry storage facility, as he is hearing there are size limitations.

CLOSED SESSION REPORT: Mr. Gosney stated that the Board met in closed session; discussed and reviewed Items 1a and 1b on the agenda. Staff was given instructions on how to proceed as appropriate and there was no action taken that is reportable under The Brown Act. The Commission will reconvene in closed session after the open session meeting to discuss Items 1c and two cases under item 2.

BOARD COMMUNICATIONS: Commissioner Ashworth reported that he met with Business Operations Manager, Todd Mitchell and Doug and Rochelle Cooper of Just 4 Dreamers to check out their operation. Commissioner Gardina reported on the PCSGA Conference, which she said was incredibly valuable for her to attend. Commissioner Brennan mentioned that the Port of San Diego has selected a hospitality team for low cost accommodations called Stay Open, which is a pod hotel. Commissioner Blumenberg reported that he took a Harbor tour with the Harbormaster, General Manager and Business Operations Manager. He also was contacted by Ventura Dive and Sport owner, Jim Smith, who he referred to staff. He also celebrated his wife's birthday by paddleboarding in the Harbor. Commissioner Stephens visited Top This Chocolate.

STAFF COMMUNICATIONS: Mr. Pendleton thanked everyone who attended the Workshop on September 14th and announced that the report will be presented to the Board on November 20th, instead of October 16th. Commissioner Stephens asked that staff send a notice to the attendees about this change in presentation. Mr. Pendleton also reported that construction will be starting soon on the Portside marina. He also reported that Mr. Sondermann has finished with his tasks for the reopening of Anchors Way Drive but has not heard from the City as to when it will open. The District began repopulating the dry storage facility this week. Past tenants are currently occupying the facility and notices will be sent out for the waiting list and public to occupy in November.

LEGAL COUNSEL REPORT: None.

CONSENT AGENDA:

Public Comment: Vikki Brock asked why the District needs a consultant to attend the CMANC meeting with Mr. Mitchell is on the CMANC Board.

A) Approval of Out of Town Travel Requests

Recommended Action: Voice Vote.

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

- A) Business Operations Manager, Todd Mitchell to attend the CMANC Fall Meeting in San Rafael, CA; and,
- B) Dredging Consultant, Richard Parsons to attend the CMANC Fall Meeting in San Rafael, CA.

ACTION: Commissioner Brennan moved, seconded by Commissioner Gardina and carried by a vote of 5-0 to approve the out of town travel requests for Business Operations Manager, Todd Mitchell to attend the CMANC Fall Meeting in San Rafael, CA; and Dredging Consultant, Richard Parsons to attend the CMANC Fall Meeting in San Rafael, CA.

STANDARD AGENDA:

1) Adoption of Resolution No. 3379 Eliminating a Slip Rate Increase Policy for Ventura Harbor Marinas

Recommended Action: Roll Call Vote.

That the Board of Port Commissioners adopt Resolution No. 3379 rescinding Resolution No. 3038 eliminating a slip rate increase policy, thereby allowing the marina master leases to govern the process for slip rate adjustments.

Public Comment: Sam Sadove, owner of Ventura Harbor Marina and Yacht Yard, is glad the District is making this change, however, after reading his lease, it does not stipulate the same language as other master leases and requires public noticing and District/Commission approval.

ACTION: Commissioner Brennan moved, seconded by Commissioner Ashworth and carried by a vote of 5-0 to adopt Resolution No. 3379 rescinding Resolution No. 3038 eliminating a slip rate increase policy, thereby allowing the marina master leases to govern the process for slip rate adjustments.

REQUEST FOR FUTURE AGENDA ITEMS: Sam Sadove asked if the Harbor Patrol could give an informational report on solutions for preventing theft. Commissioner Brennan would like an informational report on EV charging stations. Commissioner Blumenberg would like to add to the EV charging stations report by getting more information on the current charging stations in the Village and also would like a follow up on the VSE management plans.

ADJOURNMENT: The meeting was adjourned at 8:50PM.

Jackie Gardina, Secretary



BOARD OF PORT COMMISSIONERS OCTOBER 16, 2019

DEPARTMENTAL STAFF REPORTS

DREDGING
FEDERAL
FACILITIES
HARBOR PATROL
MARINA
MARKETING
PROPERTY

October 8, 2019

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

Subject: August/September 2019 Dredging Activities and Special Projects Report

The Dredging Program Manager's activities for the August/September 2019 period included the following:

FY2020 Federal Dredging Funds

As expected, in late September, the Congress passed, and the President signed a Continuing Resolution (CR) to fund the operations of the federal government until November 21, 2019. It now appears quite possible that some of the 12 individual appropriations bills for FY20 including Energy and Water (E&W) which funds the Corps of Engineers, will be passed by that November 21 date. Both the House and Senate versions of the E&W bill indicate that the Corps and works program continues to enjoy strong support in Congress. Funding well in excess of \$7 billion is proposed by both House and exceeds the Presidents request by about \$2.5 billion.

Assuming the E&W bill is passed and signed by the President in late November, the Corps would then have 60 days to prepare a work plan for roughly \$900 million in funds expected to be available for navigation purposes. As previously reported, the Port District is requesting that \$6.4 million be included in the FY20 work plan. It is estimated that about \$1 million of that request would be needed to accomplish the February/March 2020 of the Ventura Harbor entrance channel and sand trap. Thus, securing the harbor's inclusion in the FY20 work plan is essential for both this year and the next.

Ventura Harbor Village Commercial Dock Replacement Project

Bellingham Marine Industries (BMI) is very close to completion on the dock replacement project. Total cost is now \$4,336,923 which is well within the \$4,600,000 in funding secured for the project. There were just three change orders that had a cost of only \$18,956.

Harbor Patrol Gangway

The existing Harbor Patrol dock gangway, landing and gangway were initially constructed in 1984. The old wooden gangway is nearing the end of its useful life and will need replacement in the near future. Fortunately, the Village Dock Replacement Project has decreased the number of gangways required to service the Village Marina. As a result, we have an excellent 40-foot aluminum gangway that can be utilized for the Harbor Patrol dock.

In preparing for this gangway relocation, an inspection of the wooden gangway landing was performed which revealed the following two deficiencies with that structure that should be corrected prior to installing the aluminum gangway:

- 1) Much of the angle iron that holds the structural members together is corroded to the point of failure.
- 2) Due to an error in the initial construction, the structure is out of vertical alignment.

Noble Consultants is presently evaluating these problems, the gangway installation and will be preparing plans for the appropriate engineering solution.

Respectfully submitted,

Richard Parsons

Dredging and Special Projects Consultant
Attachment

FY20 Appropriations Update

Over the month of September, the Senate Appropriations Committee was able to make progress on passing some of their FY20 appropriations bills out of committee; however, none of these bills were able to be passed by the full Senate. The table below shows the status of both the House and the Senate FY20 appropriations bills:

<u>FY20 Appropriations Bill</u>	<u>House of Representatives</u>	<u>Senate</u>
Agriculture	Passed the House 6/25	Passed the full committee 9/19
Commerce, Justice, Science	Passed the House 6/25	Passed the full committee 9/26
Defense	Passed the House 6/19	Passed the full committee 9/12
Energy and Water	Passed the House 6/19	Passed the full committee 9/12
Financial Services	Passed the House 6/26	Passed the full committee 9/19
Homeland Security	Passed the full committee 6/11	Passed the full committee 9/26
Interior and the Environment	Passed the House 6/25	Passed the full committee 9/26
Labor, HHS, Education	Passed the House 6/19	No action
Legislative Branch	Passed the full committee 5/9	Passed the full committee 9/26
Military Construction/VA	Passed the House 6/25	No action
State/Foreign Operations	Passed the House 6/19	Passed the full committee 9/26
Transportation/HUD	Passed the House 6/25	Passed the full committee 9/19

Prior to Congress heading home for a two-week district work period, both the House and the Senate passed, and the President signed into law a Continuing Resolution (CR) to allow the federal government to remain funded at current levels until November 21st. This CR will provide Congress with more time to work through the annual appropriations process while allowing the federal government to remain open. Additionally, the CR included an extension of the National Flood Insurance Program also until November 21st.

With respect to the FY20 budget for the US Army Corps of Engineers (Corps), the Senate full Committee passed bill represents another record level of funding for the Corps' and its civil works mission. This bill will need to be reconciled with the House, however support

for the Corps continues to be shared on a bipartisan and bicameral basis. Specifically, the Senate bill proposes the following:

- Total for the Corps: \$7.75B
- Amount above FY19 enacted bill: \$751.5M
- Amount above the President's FY20 request: \$2.786B
- Sixth straight year of meeting or exceeding HMT targets

In support of the Corps anticipated FY20 work plan, the bill continues the process of providing funding for navigation interests. Those amounts are noted in the chart below.

HOUSE	SENATE
<p>\$7.25B for the Corps civil works program including projects designated in the President's FY20 budget request and creation of the FY20 Work Plan:</p> <ul style="list-style-type: none"> ▪ General Investigations \$135M ▪ Construction \$2.337B ▪ Operation & Maintenance (O&M) \$3.923B ▪ Harbor Maintenance Trust Fund \$1.697B <p>For projects not designated in the President's FY20 budget request, FY20 Work Plan includes funds for the following O&M activities:</p> <ul style="list-style-type: none"> ▪ Navigation Maintenance \$73.831M ▪ Deep-Draft Harbor & Channel \$600M ▪ Donor and Energy Transfer Ports \$55M ▪ Inland Waterways \$60M ▪ Small, Remote or Subsistence Navigation \$90M ▪ Other Authorized Project Purposes \$98.091M ▪ Work Plan expected within 60-days of enactment 	<p>\$7.75B for the Corps civil works program including projects designated in the President's FY20 budget request and creation of the FY20 Work Plan:</p> <ul style="list-style-type: none"> ▪ General Investigations \$154.88M ▪ Construction \$2.795B ▪ Operation & Maintenance (O&M) \$3.798B ▪ Harbor Maintenance Trust Fund \$1.67B <p>For projects not designated in the President's FY20 budget request, FY20 Work Plan includes funds for the following O&M activities:</p> <ul style="list-style-type: none"> ▪ Navigation Maintenance \$23.907M ▪ Deep-Draft Harbor & Channel \$607.25M ▪ Donor and Energy Transfer Ports \$50M ▪ Inland Waterways \$50M ▪ Small, Remote or Subsistence Navigation \$54M ▪ Other Authorized Project Purposes \$58.525M ▪ Work Plan expected within 60-days of enactment

While the Corps provides the bulk of the funding for traditional navigation projects, additional maritime infrastructure resources are available through a number of other federal agencies. We have tracked those forthcoming FY20 competitive opportunities in a separate document that has been provided with this monthly report.

EPA Releases Draft Water Reuse Plan

Earlier this month, the Environmental Protection Agency (EPA) released a Draft Water Reuse Action Plan. EPA Assistant Administrator for Water David Ross announced the plan at the WaterReuse Conference that was held in San Diego. The plan makes the strong case for the importance of water reuse, pulls together best practices and examples of water reuse throughout the country across a broad spectrum of areas and talks about important actions to be taken in the short term to promote water reuse. EPA says the goal with the final plan is to include "clear commitments for actions that will further water reuse and help assure the sustainability, security, and resilience of the nation's water resources." EPA has allowed for a 90-day public comment period to the plan, with comments due by December 16th.

2015 WOTUS Rule Repealed

The EPA and the Army Corps of Engineers (Corps) announced the repeal of the 2015 Waters of the United States (WOTUS) rule. In early 2017, President Trump issued an Executive Order directing EPA and the Corps to formally withdraw the 2015 WOTUS rule and to replace it with a new rule. The repeal of the 2015 rule fulfills the first part of that Executive Order. EPA Administrator Andrew Wheeler has indicated that he expects the replacement rule to be released by the end of the year.

Federal Agency Nominations

Earlier this month, the White House pulled the nomination of Jeffrey Byard to be the Administrator of the Federal Emergency Management Agency (FEMA) due to troubles with his nomination. Yesterday, the White House announced that it intended to nominate Peter Gaynor to be the FEMA Administrator. Gaynor has been serving as the Acting Administrator of FEMA since March. His nomination will be considered by the Senate Homeland Security and Governmental Affairs Committee.

Prior to adjourning for the October two-week recess, the Senate confirmed Eugene Scalia to be the new Secretary of Labor. Scalia, who is the son of Supreme Court Justice Antonin Scalia (who passed away in 2016) has spent his career working in a private law firm.

Recently, the Senate Environment and Public Works Committee approved the nomination of Aurelia Skipwith to serve as the Director of the United State Fish and Wildlife Service. Her nomination now goes before the full Senate for consideration. The President initially

nominated her in October of 2018, but since her nomination was not confirmed by the end of the last Congress, she needed to be nominated again.

Congressional Infrastructure Hearings

On September 25th the House Budget Committee held a hearing on “America’s Infrastructure – Today’s Gaps, Tomorrow’s Opportunities, and the Need for Federal Investment”. The Committee was seeking policy recommendations to include in an infrastructure package but with prospects for such a package uncertain at best, there was no firm conclusion to the hearing or to any next possible steps. During the question period, several Committee members spoke about the need for a long-term and reliable funding stream for infrastructure and a sustainable revenue source. While no Committee member specifically advocated for a gas tax increase there were several references to states that have increased their own gas taxes and there was interest in the feasibility of a mileage-based user fee. Several members focused on the inequality gap between rural and urban infrastructure and stated that more attention needs to be paid to rural needs especially with regard to broadband and cell service.

Administration Issues One National Program Rule

On September 19th, the Department of Transportation’s National Highway Traffic Safety Administration and the Environmental Protection Agency announced the “One National Program Rule.” This action finalizes parts of the Safe, Affordable, Fuel-Efficient (SAFE) Vehicle rule, which would enable the federal government to set national fuel economy standard for cars and light trucks. Additionally, it revoked California’s 2013 waiver from the federal Clean Air Act, which has allowed California to set its own fuel economy standards to address its unique air quality challenges. Without this waiver, California will be unable to demonstrate air quality conformity to federal standards and as such, could impact the start or continuation of some transportation projects.

EPA Threatens to Withhold Federal Highway Funds

On September 24th, EPA Administrator Wheeler sent a letter to the Chair of the California Air Resources Board expressing that the state had “failed to carry out its most basic tasks” under federal law with regards to air quality. Specifically, that the state has over 130 outstanding implementation plan reports on efforts to cut emissions due to EPA. In the letter, Wheeler says he will give the state until October 10th to address these reports, and that failure to do so could result in cutting federal highway funds to the state. In response to the letter, Senator Feinstein wrote to the Deputy Inspector General of the EPA asking him to investigate “whether there was inappropriate political interference in the recent threat from EPA to withhold transportation funding from California.” The letter also asks that the Deputy Inspector General look into whether or not these reports are backlogged as a result of inaction on the part of the state, rather than EPA.



Fiscal Year 2020 Maritime Funding Opportunities

Given the board infrastructure needs of ports and harbors, federal funding is provided across numerous annual appropriations bills. This document tracks proposed funding levels and legislative language for various maritime competitive grant programs and funding sources in the fiscal year 2020 (FY20) cycle.

Bill: Energy & Water

Program: US Army Corps of Engineers Civil Works

HOUSE	SENATE
<p>\$7.25B for the Corps civil works program including projects designated in the President's FY20 budget request and creation of the FY20 Work Plan:</p> <ul style="list-style-type: none">▪ General Investigations \$135M▪ Construction \$2.337B▪ Operation & Maintenance (O&M) \$3.923B▪ Harbor Maintenance Trust Fund \$1.697B <p>For projects not designated in the President's FY20 budget request, FY20 Work Plan includes funds for the following O&M activities:</p> <ul style="list-style-type: none">▪ Navigation Maintenance \$73.831M▪ Deep-Draft Harbor & Channel \$600M▪ Donor and Energy Transfer Ports \$55M▪ Inland Waterways \$60M▪ Small, Remote or Subsistence Navigation \$90M	<p>\$7.75B for the Corps civil works program including projects designated in the President's FY20 budget request and creation of the FY20 Work Plan:</p> <ul style="list-style-type: none">▪ General Investigations \$154.88M▪ Construction \$2.795B▪ Operation & Maintenance (O&M) \$3.798B▪ Harbor Maintenance Trust Fund \$1.67B <p>For projects not designated in the President's FY20 budget request, FY20 Work Plan includes funds for the following O&M activities:</p> <ul style="list-style-type: none">▪ Navigation Maintenance \$23.907M▪ Deep-Draft Harbor & Channel \$607.25M▪ Donor and Energy Transfer Ports \$50M▪ Inland Waterways \$50M▪ Small, Remote or Subsistence Navigation \$54M

<ul style="list-style-type: none"> ▪ Other Authorized Project Purposes \$98.091M ▪ Work Plan expected within 60-days of enactment 	<ul style="list-style-type: none"> ▪ Other Authorized Project Purposes \$58.525M ▪ Work Plan expected within 60-days of enactment
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Work Plan funding is available to authorized Corps projects with the following criteria:

- Ability to complete ongoing work maintaining authorized depths and widths of harbors and shipping channels, including where contaminated sediments are present
- Ability to address critical maintenance backlog
- Presence of the U.S. Coast Guard
- Extent to which the work will enhance national, regional, or local economic development, including domestic manufacturing capacity
- Extent to which the work will promote job growth or international competitiveness
- Number of jobs created directly by the funded activity
- Ability to obligate the funds allocated within the fiscal year
- Ability to complete the project, separable element, project phase, or useful increment of work with the funds allocated
- Addressing hazardous barriers to navigation due to shallow channels
- Risk of imminent failure or closure of the facility
- Improvements to federal breakwaters and jetties where additional work will improve the safety of navigation and stabilize infrastructure to prevent continued deterioration. For harbor maintenance activities, total tonnage handled; total exports; total imports; dollar value of cargo handled; energy infrastructure and national security needs served; designation as strategic seaports; maintenance of dredge disposal facilities; lack of alternative means of freight movement; and savings over alternative means of freight movement.

Previous Corps Works Plans can be viewed here:

<https://www.usace.army.mil/Missions/Civil-Works/Budget/>

Bill: Transportation, Housing & Urban Development

Program: DOT Better Utilizing Investments to Leverage Development (BUILD)

HOUSE	SENATE
\$1B competitive program, of which \$35M is for planning, preparation or design of projects <ul style="list-style-type: none"> ▪ Provides grants and credit assistance to support multimodal, multijurisdictional transportation 	\$1B competitive program

<p>projects that are more difficult to accomplish through traditional transportation programs</p> <ul style="list-style-type: none"> ▪ Eligible projects include highways and bridges, public transportation, freight and passenger rail, port infrastructure and bicycle and pedestrian improvements 	
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BUILD Fact Sheets and previous NOFOs can be viewed here:

<https://www.transportation.gov/BUILDgrants>

Program DOT INFRA

HOUSE	SENATE
Funding N/A	<p>Funding N/A</p> <ul style="list-style-type: none"> ▪ The Committee is aware of concerns raised in the GAO report on Fostering Advancements in Shipping and Transportation for the Long- term Achievement of National Efficiencies grants [GAO–18–38], now known as INFRA grants, specifically related to the documentation of decisions. The Committee encourages DOT to notify unsuccessful applicants as recommended. The Committee is also aware of GAO’s current review of the INFRA program and looks forward to reviewing that report and its recommendations.

\$1B (estimated) competitive program

- The FAST Act created \$1B in contract authority for Infrastructure for Rebuilding America (INFRA) in FY20, however there is a cap on funds available for non-highway projects. The House bill is silent on the program.
- Projects within the boundaries of a freight rail, water (including ports), or intermodal facility must be a surface transportation infrastructure project necessary to facilitate direct intermodal interchange, transfer, or access into or out of the facility and must significantly improve freight movement on the National Highway Freight Network.

INFRA Fact Sheets and previous NOFOs can be viewed here:

<https://www.transportation.gov/buildamerica/infragrants>

Program: MARAD Port Infrastructure Development

HOUSE	SENATE
\$225M competitive program <ul style="list-style-type: none">▪ To improve port facilities authorized under section 50302 of title 46, USC▪ Projects eligible for funding provided under this heading shall be either within the boundary of a port, or outside the boundary of a port, and directly related to port operations or to an intermodal connection to a port that will improve the safety, efficiency, or reliability of the movement of goods into, out of, around, or within a port, as well as the unloading and loading of cargo at a port▪ Up to 80% federal cost share▪ Funds cannot be used to purchase fully-automated cargo handling equipment or to otherwise facilitate fully-automated cargo handling	\$91.6M competitive program <ul style="list-style-type: none">▪ To improve port facilities authorized under section 50302 of title 46, USC

Applications for FY19 funds are due September 16th. The NOFO and program information can be viewed here: <https://www.maritime.dot.gov/PIDPgrants>

Bill: Homeland Security

Program: Port Security Grant Program

HOUSE	SENATE
\$110M competitive program <ul style="list-style-type: none">▪ To support port security efforts in accordance with section 70107 of title 46, USC	\$100M competitive program <ul style="list-style-type: none">▪ To support port security efforts in accordance with section 70107 of title 46, USC

PSGP fact sheets and previous NOFOs can be viewed here:
<https://www.fema.gov/port-security-grant-program>

FY20 Maritime Funding Opportunities 4

Bill: Interior & Environment

Program: EPA Diesel Emissions Reduction Act

HOUSE	SENATE
\$55M competitive program <ul style="list-style-type: none">▪ Funds can be used to retrofit, repower or replace diesel engines▪ Directs EPA to make at least 70% of grants to improve air quality in non-attainment areas	\$85.166MM competitive program <ul style="list-style-type: none">▪ Funds can be used to retrofit, repower or replace diesel engines

DERA fact sheets and previous NOFOs can be viewed here:

<https://www.epa.gov/cleandiesel>

VENTURA PORT DISTRICT
DEPARTMENTAL STAFF REPORT

Meeting Date: October 16, 2019

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

FACILITIES:

Staff is working closely with ABM Technical Solutions on replacing our two existing vehicle chargers that are located at 1691 Spinnaker Drive. ABM currently has an open grant with Channel Islands National Park Service (CINPS) and CINPS is currently one of our tenants in the 1691 building. AMB has received the approvals from BMW who's the provider of the grant and have authorized ABM to replace our existing vehicle chargers under the National Parks Grant. This upgrade of the vehicle chargers will be free of cost to the Ventura Port District. Agreements have been written by Port District Legal Counsel and have been sent to ABM Technical Solutions. Additionally, staff will be working closely with SemaConnect, Inc. who will be providing the electrical service for the new vehicle chargers installed by ABM. This will insure the District agrees with the fee structure and user agreements. We anticipate having the two new vehicle chargers installed within two months. Additionally, ABM has been instructed by staff to perform a site study within the Harbor for any additional vehicle chargers' locations. The District has been added to the list with ABM if any other grants are available in the near future for any types of vehicle chargers. Attached are the current locations and conditions of our current vehicle chargers that need replacements.



MARINA:

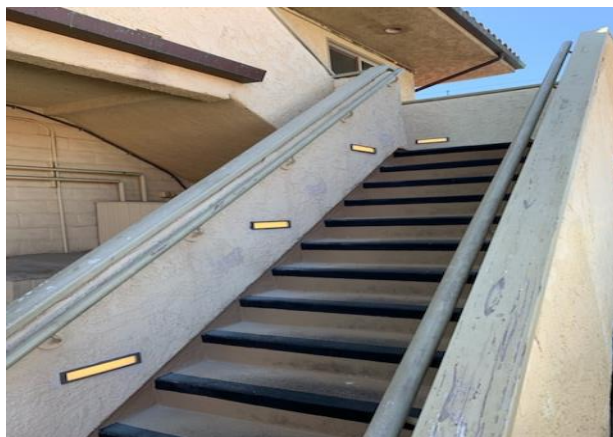
Staff continues to perform monthly inspections on all gangways, docks, fire extinguishers and fire boxes.

MARKETING:

The Maintenance Department continues to help the Marketing Department for events and scheduled weddings. Maintenance has also coordinated with Marketing in the installation of banners, flags etc. promoting such events.

PROJECTS:

LED LIGHTING UPGRADES: New recess LED lighting has been installed on all staircases and staircase landings at 1449 Spinnaker Drive.



BIKE RACKS: Staff is currently working with a local welder that specializes in custom stainless-steel bike racks. Several locations have been identified by staff for new ocean mammal style bike rack upgrades. Below are two current locations of our new stainless-steel bike racks that have been upgraded to one of our new styles (dolphin). There will be different mammal style bike racks installed throughout Ventura Harbor Village.



VHV PAINTING PROJECT: Ventura Port District's Legal Counsel has reviewed and sent out the painting contract for Garland's approval. We anticipate receiving the response from Garland by this week. Once the contract has been signed by both parties, Garland will order paint samples for the District to review and approval. Garland states that they will be able to start the painting project approximately three weeks out from the date of the signed contract.

With the lead of Todd Mitchel, Operations Business Manager, staff is currently working together on setting up Garland's painting schedule to help minimize any negative impacts to the Village tenant's daily operations, keeping in mind our Marketing Department's already scheduled events during these scheduled times.

Staff is also currently working on prepping all buildings by removing old rain gutters, wall ivy, and landscape trimmings to be ready and most importantly to prepare for the new paint project.

All common area trash receptacles within the Ventura Harbor Village have been refurbished utilizing the District's new color palette. Additionally, the new color palette has been utilized for other miscellaneous items that need fresh paint. This will have a great appeal and coordination to our new color theme that's going to be applied to our buildings.

FIRE SPRINKLER ANNUAL TESTING: Service-Pro Fire Protection, Inc. has recently performed the annual fire sprinkler inspection on all buildings. We are glad to report that all buildings have passed this annual inspection required by NFPA.

VENTURA PORT DISTRICT
DEPARTMENTAL STAFF REPORT

Meeting Date: October 16, 2019

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

PUBLIC SAFETY

Overview:

As the seasons change so do the activities of the Harbor Patrol staff. Our main focus during the next several months will be true to our main mission of boating safety, education and enforcement. With an increase in nighttime boating due to recreational lobster season and commercial fishing, our staff will be training the newer members on these core efforts. Challenges like boating in adverse weather, preserving a navigable entrance, dealing with unseaworthy vessels, monitoring errant buoys/traps, responding to boating accidents, and deterring illegal fishing are just some challenges our staff will be dealing with on the water.



On land, we continue to do numerous truck patrols throughout the 24-hour coverage. During these patrols, we attempt to deter crime and identify issues within the properties throughout the Harbor via our "observe and report" profile. Our new trucks LED lighting system has been very effective in illuminating the parking lots and dark areas of the Harbor during these patrols. While we are not the Police we are committed to working with both the residents of the Harbor and the City Police to maintain a safe and enjoyable Harbor.

BEACHES

Harbor Cove:

Harbor Cove Beach remains busy on the weekends, but weekday use has started to slow. We will be leaving the beach accessibility mat on the beach and will work with the City of Ventura later to store it before the dredging operations begin.

South Beach:

While the lifeguarding season officially ended on Labor Day, our contract allows for additional coverage with monies remaining in the contract. Weather has been nice and we have taken advantage of this option and have had lifeguards on the weekends into October. In preparation for the winter beach erosion, the two towers on the South Beach will be pulled back this week and stored near the Surfers Knoll parking lot for the winter.

We anticipate the most noticeable erosion to occur in the next couple of months as the Fall/Winter high surf, wind and tide events begin to occur. In past years the high surf, wind and tides have contributed to a loss of up to 100 yards of beach in a matter of a couple of weeks. During this time of year the sand will move offshore and to the South. I will be trying to document the significant sand changes on a regular basis to help paint the picture of how beneficial dredging is to local beach replenishment. Our staff will also begin to more closely monitor the sand trap and harbor entrance depths as we expect the sand from the Pierpont Beaches to move South.

South Beach and Sting Ray Incidents:



This was a very active Summer for Stingray encounters. Our staff worked with State Park Lifeguards and first responders to provide aid to the victims in all accounts.

First aid typically includes transporting hot water from our office to the beach location and having the victim submerge the affected area. Hot water relieves the pain in most scenarios and the victim does not need to seek further medical treatment.

The Harbor Patrol and Lifeguards did not locate any continuous problematic areas, but educated the public to shuffle their feet when wading in the water during peak events.

South Beach Protected Bird Areas:

We received notice as of September 15th the the nesting season officially ended. Environmental Scientist Alexis Frangis with California State Parks provided a summary of the activity.

McGrath (Includes the Santa Clara River Mouth and South Beach)

Western Snowy Plover

20 nest attempts; 13 nests hatched, 1 nest with an unknown fate, 6 nests failed. Causes of nest failure include depredation by ravens, skunks, unknown predators, and abandonment. The number of chicks fledged is unknown since we do not band, however several fledgling aged birds were observed early in the season.

California Least Tern

69 nest attempts; 20 nests hatched, 6 nests with an unknown fate, 43 nests failed. Causes of nest failure include depredation by gulls, skunks and unknown predators, abandonment, flooding from high tides and rising estuary water. No chicks fledged as the colony suffered catastrophic loss from skunk depredation.



We observed the beach replenishment efforts aided in providing ample nesting areas away from the public activity. The extra sand on the beach also prevented the river mouth from breaching allowing for nesting over much of this area.

White Shark Research Buoys & Receiver Results:

This was a quiet Summer for White Sharks in our area. Our staff will continue to work with Cal State Long Beach to monitor the receivers up until November when they will be removed as the sharks typically migrate South and out to the Pacific.

EQUIPMENT

Fireboat 1:

The boat is currently in full service. We will be training with the City Fire Department in the months of November and December on marine firefighting. Except for the new employee's, all the full-time staff have gone through a week-long marine firefighting course with the Division of Boating and Waterways. During the joint training, our staff will provide the Firefighters with specialized training and techniques related to marine firefighting. The Fire Department in turn provides us with the scenario and the opportunity to practice together.

New Harbor Patrol Truck:

The service body truck has been a great addition to our fleet. The numerous compartments allow for more efficient storage and protection of our equipment. The LED light system has also been very useful during our evening and early morning patrols.



Emergency Preparedness:

In the last report I touched on emergency supplies and possibly looking into a CERT (Community Emergency Response Team) training within the Harbor. While we work on a plan to help bring our Harbor closer together below are a couple of websites that are very informative.

<https://www.readyventuracounty.org>

<https://earthquake.usgs.gov/earthquakes/eventpage/ak019ctpc21j/executive>

<https://www.tsunami.gov>

Since we are in the month of October: <https://www.shakeout.org/california/>

TRAINING/MEETINGS/MOU'S

California Joint Powers Insurance Association Risk Management Roundtable:

I attended the JPIA one day roundtable in Pismo Beach California. This roundtable was led by one of JPIA's lawyers who has many years in representing members on claims. While all the information was valuable there were a few specific areas that were extremely relevant. The Government Immunity laws that covered "hazardous activities" and "trails" appeared to be very relevant in the Harbor. Most boating and beach activities fall under the "hazardous activities" and some of the areas within the Harbor could benefit from being designated as "trails" so that they would fall under the trail immunity. One example would be the beach access mat which currently has no designation, but could possibly be identified as "beach trail." This designation would increase the protections from possible claims. I plan to work with the General Manager and Legal Counsel to see if other areas like the promenade around the Harbor could also be reclassified as "trail".

California Harbormasters and Port Captains Conference:



I was privileged to attend the CAHM&PC conference in Sacramento, California in early September. The conference was packed with valuable information and networking opportunities. I had the chance to visit the

State Capitol and talk with the Lt Governors staff as well as several other Assemblymembers and passed on the challenge's small harbor's face. There was a very interesting presentation by Larry Oetker from Humboldt Bay on creating Aquaculture and Mariculture opportunities at Ports. The presentation really impressed upon me that the Ventura Shellfish Enterprise is very relevant and presents a significant opportunity to our community.

US Coast Guard Boating Search And Rescue Course:

Our three new Harbor Patrol Officers Brian Hewitt, Jake Findlay, Tucker Zimmerman and MSO Mark Kidman were able to attend a week-long class hosted by USCG Station Channel Islands. This nationally recognized course taught the fundamentals of boating search and rescue. The course was provided for free and normally would have cost \$1,800 per student elsewhere. We are very appreciative of the US Coast Guard Chief Wyman who brought this valuable training to our community and allowed our staff to attend. For more info:



<https://www.nasbla.org/nasblamain/training/courses/bosar>

Additional Trainings/meetings - Harbormaster:

- Participated in Ventura County Fire Chiefs Meeting
- Attended Pierpont Community Meeting
- Attended Maritime Homeland Security Meeting in Santa Barbara

GRANTS

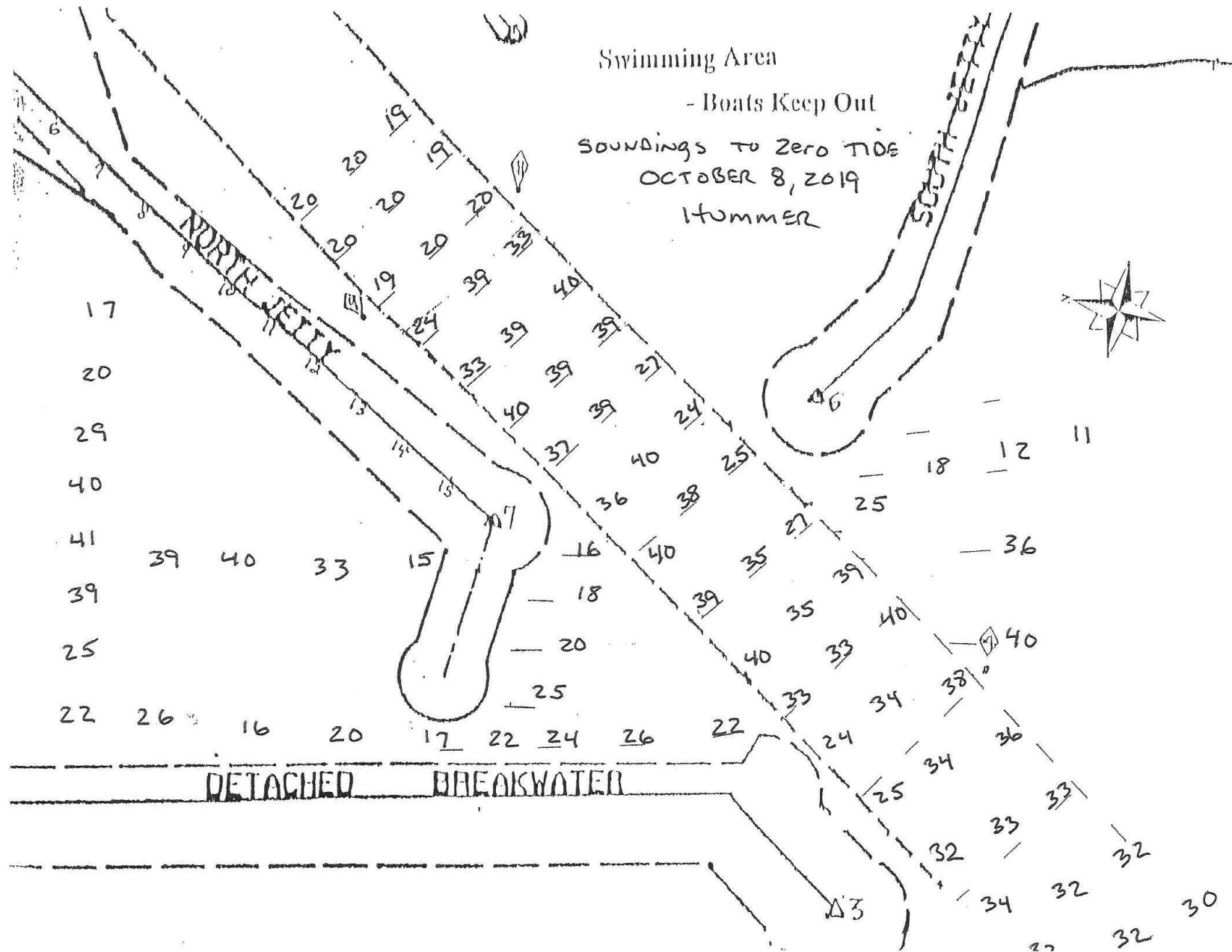
California Surrendered and Abandoned Vessel Exchange (SAVE) California Parks: The collective concerns previously voiced about the California State Parks absorbing the then Department of Boating and Waterways has proven to be valid. Most recently a normally efficient and important grant program for disposing of boats has fallen victim to the larger and more inefficient State Parks system. We are now more than three months past the previous awards date with no firm date in the future. Until the monies are awarded I have not been able to help boaters and Marinas in removing abandoned boats.

911 CALLS DISPATCHED (100 CALLS 7/16-10/6)

There were several high profile responses that included ocean rescues, traffic accidents, technical rescues, and fires. We are proud that we have the support from Management, the Board of Commissioners and our community which allow for us to provide assistance during these emergencies in meaningful ways.

In Memory of the Victims of the Conception Dive Boat Fire.

HARBOR ENTRANCE AND SOUNDINGS



**VENTURA PORT DISTRICT
DEPARTMENTAL STAFF REPORT**

Meeting Date: October 16, 2019

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

COMMERCIAL FISHING

July – No squid landings; misc. prawns, shark, etc. landings.

August – No squid landings, misc. prawn landings. Some squid being harvested in Oregon and Northern California.

September – No squid landings; misc. prawn landings. Light squid activity in Monterey Bay.

VENTURA HARBOR DOCK REPLACEMENT PROJECT

July 2019 – By mid-July, D-Dock phase was successfully completed. Just-4-Dreamers, temporarily relocated to C-Dock, migrated back onto D-Dock to clear C-Dock for phase two. C-Dock construction completed by end of second week in August.

August 2019 – Pile driving commenced for new G-Dock, phase three. New dock floats were in place by the end of August releasing the pile driving equipment and crews to return to Marina Del Rey.

September 2019 – Additional soil testing requested by State Water Resources Board related to accidental tap into abandoned Chevron pipeline. Final sign-off reached the second week in September. Bellingham made the requisite fire main connections and started installation of new power pedestals. As of the end of September the project still had approximately two (2) weeks of finish work to complete.

The Marina started repopulating commercial fishing vessels on C and D-Docks in early to mid-month. At this time, it appears the marina will be at full capacity.

While not fully vetted or verified, our seasoned captains tell us that while there are certainly harbors larger than Ventura up and down the coast, there is no single commercial marina on the west coast that can support up to 55 seiners and companion light boats. Ventura Harbor Village Marina is once again fully operational and open for business.

MARKETING HIGHLIGHTS

DATE RANGE: JULY 1 - SEPTEMBER 30, 2019

Marketing Highlights & Focus Campaigns

SEA-sational (Summer) / Waterfront Wednesdays (Mid-week) / Seaside Kids (Mid-Week)
Dock Improvement Project Signage (Summer-September)
Live Music SEAside (Summer) / Steel Drum Saturdays (Summer)
SEAside Cool Campaign (September) / September Live Music (September)
It's About Time – Central Coast Rebranding/Development (Summer – September)
Village ReFRESH (Painting Project)
California Surfing Day (Contest & Promotion)
California Coastal Clean Up – Channel Islands National Park (September)
Art & Street Painting Festival (September)
Ventura Port District Goal Setting Workshop (September)
New Holiday Village Décor Review & Development (August/September)
Localized Advertising – Event Driven (July/August/September): Summer Happenings / Ventura Harbor Village Attraction /
Art & Street Painting Festival / September Live Music
Ventura Harbor Village Map (10 k Summer & 10k Fall) – Distribution of Summer & Fall Maps
Online Enewsletters (6 total July – September) / Boosted Social Media Posts

Web Site Enhancements & Updates

Ventura Shellfish Enterprise / News Section / Commercial Docks Improvement Program / New Tenants Listings /
Google Map Updates / Current Harbor Projects Update / Entertainment & Event Calendars

Annual Publications & Tourism Focused

Visit Ventura has pivoted focus to Arizona & Texas to drive overnight visitation to Ventura
Ventura Harbor Village continues to promote our attraction via Central Coast Tourism co-ops and organizational membership
publications to promote in state and travel thru California
2018 Tourism #'s: (\$1.8 billion tourism spend in Ventura County / \$140 Billion in state travel spending)
Ventura Visitor Inspiration Guide / Santa Clarita Visitor Guide / Visit California Visitor Guide /
California Road Trips / Yosemite Journal (editorial on Channel Islands & Island Packers) /
LA Visitor Guide (coop with Island Packers)

Public Relation Highlights

805 Living Magazine – Summertime Desserts
NYTechMommy Blogger / Adventure Sports Network Travel Contributor – Hosted Media Visits (Summer)
Sunset Magazine – Ultimate California Highway Road Trip – Channel Islands/Ventura Harbor
The Log – Ventura Shellfish Article / The Log – Hosted Visit to Ventura Harbor
LA Times: September Live Music Series

Press Releases

Seaside Kids Club / Waterfront Wednesdays / October is National Seafood Month Blog
Halloween at the Harbor/Top This Chocolate – Chocologists Wanted

Tenant Meetings & Happenings

Quarterly Tenant Creative Meeting -August / Island Packers Creative Meet Up – New Tours
New Coming Soon Signage for Frenchies / Launched New Tenant Enewsletter

Industry Meetings

Ventura Chamber of Commerce Connection Breakfast / LA Tourism Outlook Forum / Central Coast Tourism
Board Meeting & Sub-Committees / VPD Goal Setting Workshop/ Cal Travel Tourism Summit

SOCIAL MEDIA PROFILES

DATE RANGE: JULY 1 - SEPTEMBER 30, 2019



INSTAGRAM

Sample Imagery Posted

TOP MARKETS FOR VIEWS TO HARBOR WEBSITES INCLUDE:
LOS ANGELES, VENTURA, OXNARD, CAMARILLO, NEW YORK



Followers

15.2K

Impressions

467K

Engagements

25.7K

Top Hastags

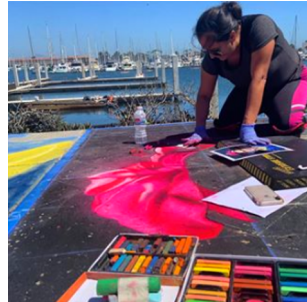
#WATERFRONTWEDNESDAYS
#SUPPORTLOCALARTISTS
#VENTURAHARBOR



FACEBOOK

Sample Imagery Posted

VENTURA HARBOR MARKETING HAS INCREASED BOOSTED POST BUDGET BY 4X
FROM 2018-2019 BUDGET TO INCREASE VISIBILITY & ENGAGEMENT



Followers

24K

Impressions

2.9MIL

Engagements

119.7K

Images Covered Campaigns:

- SEA-SATIONAL SUMMER
- SEASIDE COOL



TWITTER

Sample topics included:

TOP REFERRAL PLATFORMS TO HARBOR WEBSITES INCLUDE:
FACEBOOK, INSTAGRAM, INSTA STORIES, YELP, & TWITTER

COASTAL CLEAN UP

DOCK IMPROVEMENT PROJECT

HOLIDAY INN 40 NEW ROOMS

VPD GOALS
WORKSHOP



HARBOR EVENTS

VENTURA ART & STREET PAINTING FESTIVAL

(SEPTEMBER 7 & 8, 2019)



CROSS PROMOTED
TENANT EVENT



30 ART VENDORS

40 CHALK ARTISTS

75 NEW EMAIL
SUBSCRIBERS

147 VISITORS SURVEYED

**85% HAVE VISITED VENTURA HARBOR
VILLAGE MORE THAN ONCE**

REASONS FOR VISIT = 70% FOR ART FEST
ADDITIONAL TOP MENTIONS FOR
VISITATION WERE LIVE MUSIC + BEACH

SUMMER & SEPTEMBER ENTERTAINMENT



POPULAR ROCK ON THE DOCK 5 WEEK CONCERT
SERIES CANCELED IN 2019 DUE TO DOCK
IMPROVEMENT PROJECT

18 STEEL DRUM
PERFORMANCES

21 LIVE MUSIC
PERFORMANCES

SEPTEMBER
VISITORS SURVEY

46% 51+ YRS.

33% 31-40 YRS.

TOP REASONS
FOR VISIT:

1. DINING
2. LIVE MUSIC
3. BEACH

ADDITIONAL
ACTIVATION:

FACE PAINTING
BIRD PHOTOS
BUBBLES



SEASIDE KIDS CLUB

JULY 11 - AUGUST 8TH 2019
SUMMER THURSDAYS 11AM TO NOON
TO PROMOTE MIDWEEK VISITATION



% INCREASE IN
PEDESTRIANS
11AM-5PM

45-55%

FOR EVENT SERIES

TOTAL MEMBER
SIGN UPS
24% Increase

58

TOTAL KIDS

404

ESTIMATED TOTAL
ATTENDANCE

900-1K

66% OF TENANTS
SURVEYED TO
CONTINUE IN 2020

TOTAL
SEASIDE KIDS INCOME

1.9K

37% INCREASE IN
TOTAL REVENUE



WATER FRONT
SHOP DINE & DRINK SPECIALS *Wednesdays* SEASIDE FUN TOURS & TASTES
(JULY THROUGH AUGUST)

TENANT
OFFERINGS

21

INCLUDING HAPPY HOURS

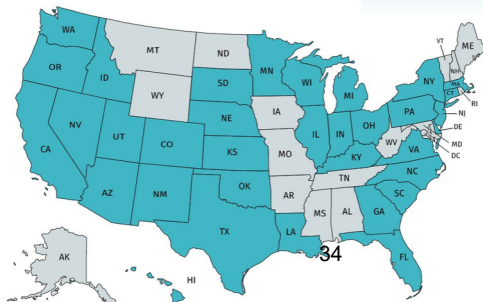


UP TO 143%
INCREASE IN
VISITATION ON
WEDNESDAYS
DURING
PROMOTION

KIDS SCAVENGER
HUNTS

148

STEEL DRUM EVERY
WEDNESDAY



STATES
REACHED

39

COUNTRIES
REACHED

7

TOP 5 MARKETS

OUT OF STATE VISITORS
VENTURA COUNTY
SANTA CLARITA
LA/MALIBU
INLAND VALLEY

POSTCARDS SENT
TO FAMILY &
FRIENDS

POSTAGE PAID FOR BY VPD

233

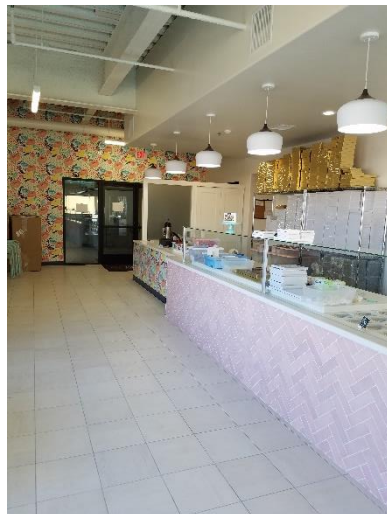
VENTURA PORT DISTRICT
DEPARTMENTAL STAFF REPORT

Meeting Date: October 16, 2019

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

TENANT REPORT

- 1) *Top This Chocolate* – 1559 Spinnaker Drive #109 --- Tenant has officially opened.



- 2) *Lemon & Lei* – 1583 Spinnaker Drive #104A – This unit completed construction. Currently finishing up the internet and signage setup. Tenant estimates opening mid-October.
- 3) *Frenchies Nail Salon* – 1583 Spinnaker Drive #105 – Tenant has obtained their permit from the City of Ventura. They plan to start demo next week and have installed coming soon signage throughout their windows. Estimated opening first quarter of 2020.
- 4) *Le Petit Restaurant* --- 1591 Spinnaker Drive #112 – Tenant is continuing to work with an architect to prepare the drawings for the patio cover/gazebo. VPD staff is communicating with City of Ventura on ADA requirements.
- 5) *Margarita Villa* --- 1567 Spinnaker Drive #200 --- Tenant and staff continue to work together with the awning company for design of the patio cover. Staff is reviewing the structural load to hold up a sail shade and bolting to the first floor.

- 6) *Ventura Village Carousel, Inc.* --- 1567 Spinnaker Drive #100 -- Staff is creating options of a new conceptual floorplan with the design team and Jim McKeown. These floorplans provide three or four different spaces to lease, which would allow for new innovative and creative concepts within the spaces and provide smaller footprints to adapt to trending ideas.

LEASING OUTREACH

A) Leasing Outreach – Daily exposure with our ads online via LoopNet/CoStar which covers the following:

- Top three commercial real estate marketplaces:
 - LoopNet, CityFeet and Showcase and;
 - 150 plus online newspaper websites including Wall Street Journal
 - 24 Million visitors to these sites /200,000 real estate professional use CoStar

B) Motionloft Vehicle and Pedestrian Monthly Counts – June, July, August and September 2019 Reports (see attached).

C) Webinar --- Consumer Shopping Journey. Overall open-air centers and freestanding retail establishments have the highest number of monthly visits. The average consumer spends at these venues, which include Millennials, Gen X and Baby Boomers (see full report – attached).

OCCUPANCY LEVELS AT HARBOR VILLAGE

September 2019

CATEGORY	Harbor Vacancy Sq Ft	Harbor Vacancy %	Harbor Available Sq Ft	Harbor Available %	City * Vacancy %	City * Available %
Office	0	0%	0	0%	20.2%	40.3%
Retail	787	3%	7,485	33%	19.7%	21.6%
Restaurant	3,081	9%	3,081	9%	21.1%	28.5%

*Based on comparable square footage

August 2019

CATEGORY	Harbor Vacancy Sq Ft	Harbor Vacancy %	Harbor Available Sq Ft	Harbor Available %	City * Vacancy %	City * Available %
Office	0	0%	0	0%	-	-
Retail	1,287	6%	7,485	33%	-	-
Restaurant	3,081	9%	3,081	9%	-	-

July 2019

CATEGORY	Harbor Vacancy Sq Ft	Harbor Vacancy %	Harbor Available Sq Ft	Harbor Available %	City * Vacancy %	City * Available %
Office	0	0%	0	0%	-	-
Retail	1,287	6%	7,485	33%	-	-
Restaurant	3,081	9%	3,081	9%	-	-

June 2019

CATEGORY	Harbor Vacancy Sq Ft	Harbor Vacancy %	Harbor Available Sq Ft	Harbor Available %	City * Vacancy %	City * Available %
Office	0	0%	0	0%	-	-
Retail	1,287	6%	7,485	33%	-	-
Restaurant	1,751	10%	1,751	10%	-	-

SALES REPORTS

The attached summary for June and July provides sales for three categories: restaurants, retail and charters. The reports compare the monthly sales for 2018 and 2019. They also include year-to-date comparisons. The year-to-date overall sales for June were down 0.16% and sales for July were down 1.67% from the same time last year.

ATTACHMENTS

Attachment 1 – Sales Summary – June and July 2019

Attachment 2 – Motionloft Reports – June, July, August, September 2019

Attachment 3 – Webinar – Consumer Shopping Journey

ATTACHMENT 1

Ventura Harbor Village Tenant Sales Summary

Month of
06/2019

		<u>June-2019</u>	<u>June-2018</u>	<u>% Change</u>
Restaurants	\$	1,674,860	\$ 1,685,267	-0.62%
Retail	\$	478,533	\$ 522,096	-8.34%
Charters	\$	742,192	\$ 720,291	3.04%
Total	\$	2,895,585	\$ 2,927,654	-1.10%

Year-to-date through June 2019

		<u>June-2019</u>	<u>June-2018</u>	<u>% Change</u>
Restaurants	\$	7,722,257	\$ 7,682,069	0.52%
Retail	\$	2,038,639	\$ 2,086,526	-2.30%
Charters	\$	2,798,220	\$ 2,811,142	-0.46%
Total	\$	12,559,116	\$ 12,579,737	-0.16%

ATTACHMENT 1

Ventura Harbor Village Tenant Sales Summary

Month of
July-2019

	<u>July-2019</u>	<u>July-2018</u>	<u>% Change</u>
Restaurants	\$ 1,987,214	\$ 2,103,067	-5.51%
Retail	\$ 586,066	\$ 631,407	-7.18%
Charters	\$ 883,704	\$ 884,480	-0.09%
Total	\$ 3,456,984	\$ 3,618,954	-4.48%

Year-to-date through July 2019

	<u>July-2019</u>	<u>July-2018</u>	<u>% Change</u>
Restaurants	\$ 9,709,471	\$ 9,875,137	-1.68%
Retail	\$ 2,624,706	\$ 2,717,934	-3.43%
Charters	\$ 3,681,924	\$ 3,695,622	-0.37%
Total	\$ 16,016,101	\$ 16,288,693	-1.67%

Ventura Port District

Jun 1, 2019 - Jun 30, 2019

6,248

Typical Day

8,617

Sat, Jun 29 - Busiest Day

7,816

Saturday Average

43,178

Typical Week

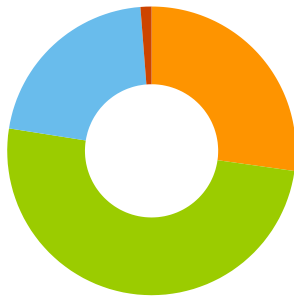
44,481

Peak Week Beginning Sun, Jun 9

187,430

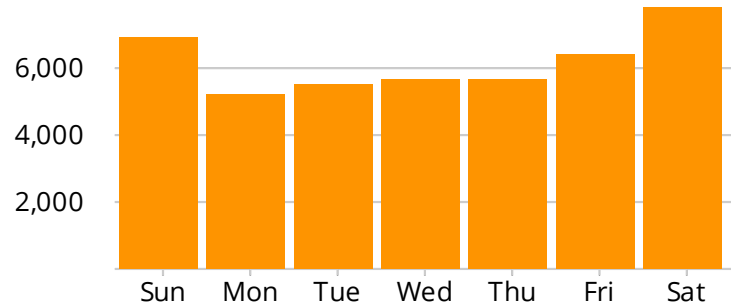
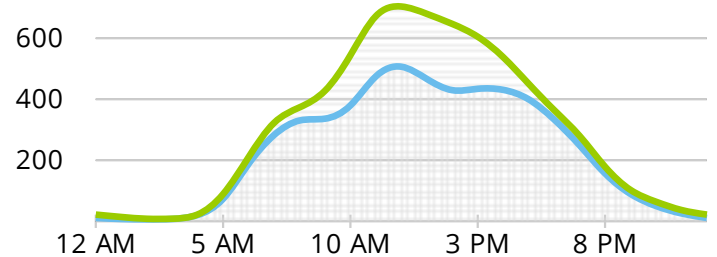
Total Visitors

Average Daily Activity



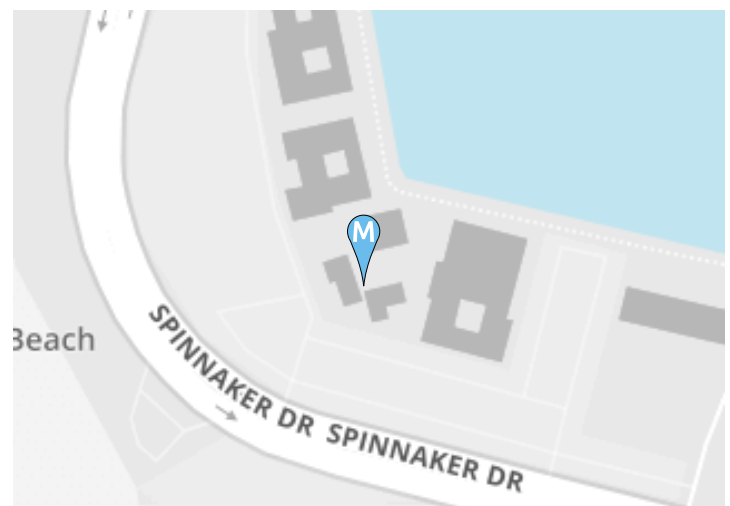
Hours	%	Total
5am - 11am	27%	1,701
11am - 5pm	50%	3,139
5pm - 11pm	21%	1,329
11pm - 5am	1%	77

Weekdays Weekends



Totals

Week beginning Sun, May 26	6,945
Week beginning Sun, Jun 2	40,808
Week beginning Sun, Jun 9	44,481
Week beginning Sun, Jun 16	43,451
Week beginning Sun, Jun 23	43,832
Week beginning Sun, Jun 30	7,913



Ventura Port District

Jun 1, 2019 - Jun 30, 2019

3,602

Typical Day

7,723

Sat, Jun 1 - Busiest Day

6,675

Saturday Average

23,877

Typical Week

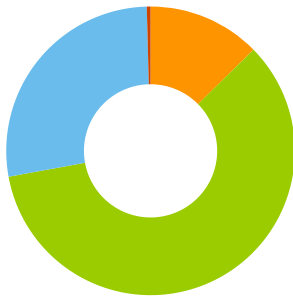
24,624

Peak Week Beginning Sun, Jun 16

108,048

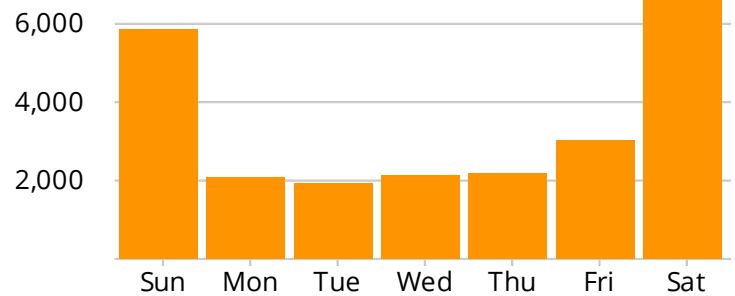
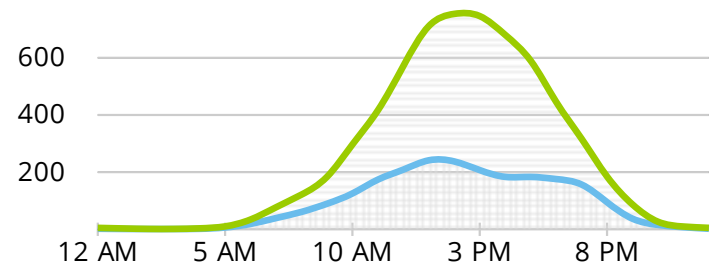
Total Visitors

Average Daily Activity



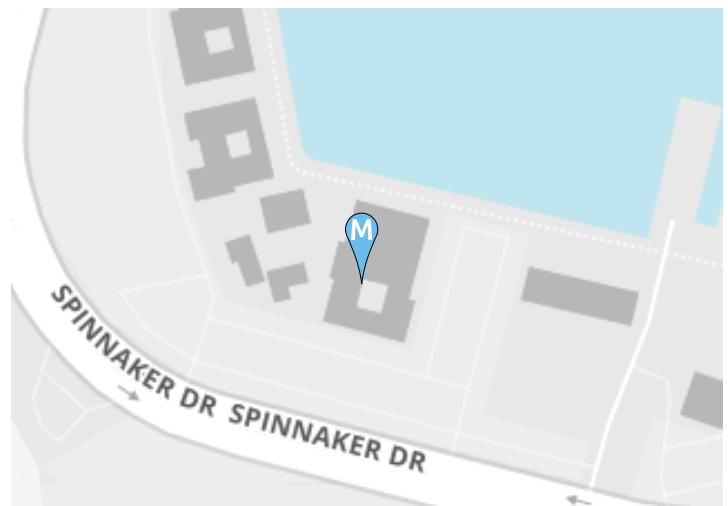
Hours	%	Total
5am - 11am	13%	455
11am - 5pm	59%	2,141
5pm - 11pm	27%	988
11pm - 5am	0%	15

Weekdays Weekends



Totals

Week beginning Sun, May 26	7,723
Week beginning Sun, Jun 2	22,186
Week beginning Sun, Jun 9	23,694
Week beginning Sun, Jun 16	24,624
Week beginning Sun, Jun 23	23,893
Week beginning Sun, Jun 30	5,928



Ventura Port District

Jul 1, 2019 - Jul 31, 2019

8,241

Typical Day

17,002

Sat, Jul 27 - Busiest Day

10,356

Saturday Average

58,158

Typical Week

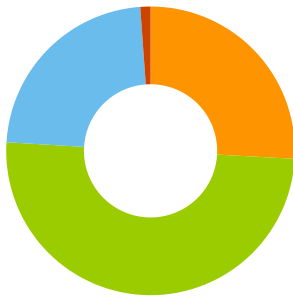
66,942

Peak Week Beginning Sun, Jul 21

255,478

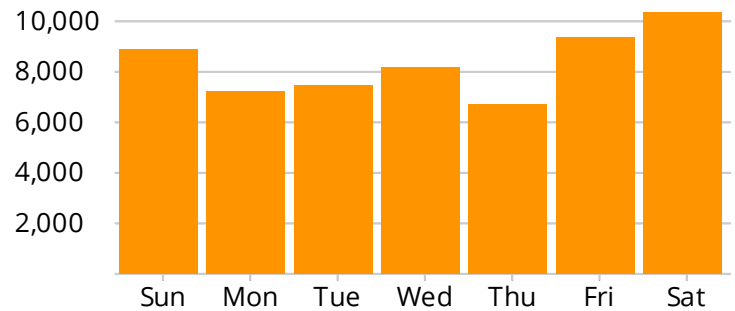
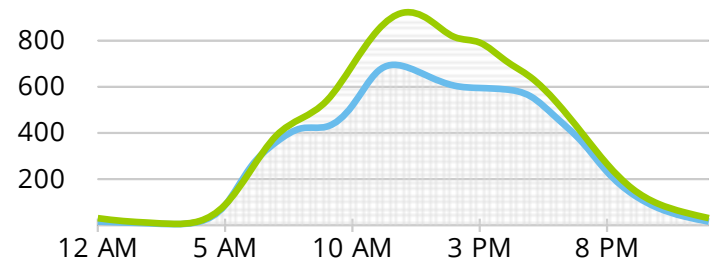
Total Visitors

Average Daily Activity



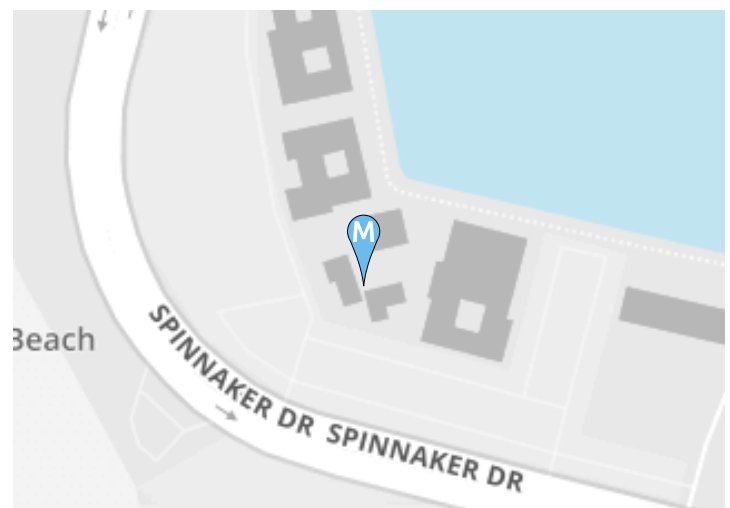
Hours	%	Total
5am - 11am	26%	2,133
11am - 5pm	50%	4,126
5pm - 11pm	23%	1,888
11pm - 5am	1%	94

Weekdays Weekends



Totals

Week beginning Sun, Jun 30	40,906
Week beginning Sun, Jul 7	45,842
Week beginning Sun, Jul 14	49,068
Week beginning Sun, Jul 21	66,942
Week beginning Sun, Jul 28	52,720



Ventura Port District

Jul 1, 2019 - Jul 31, 2019

5,708

Typical Day

12,696

Sat, Jul 27 - Busiest Day

9,937

Saturday Average

41,309

Typical Week

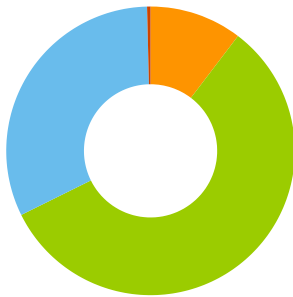
50,026

Peak Week Beginning Sun, Jul 21

176,941

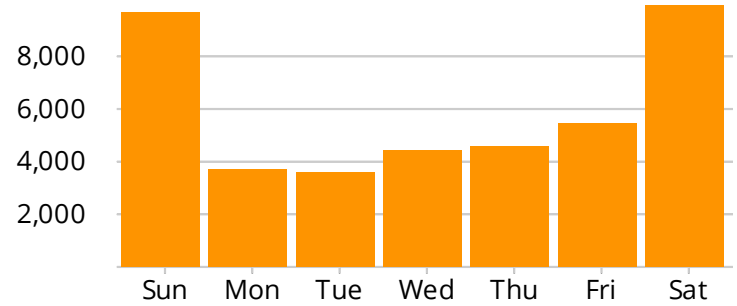
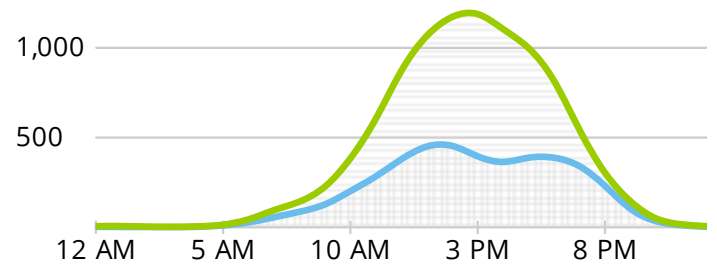
Total Visitors

Average Daily Activity



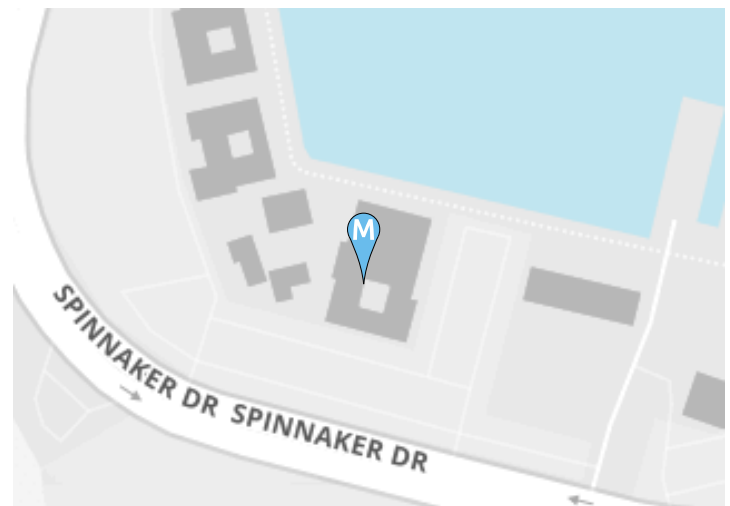
Hours	%	Total
5am - 11am	10%	591
11am - 5pm	57%	3,270
5pm - 11pm	32%	1,822
11pm - 5am	0%	22

Weekdays Weekends



Totals

Week beginning Sun, Jun 30	21,558
Week beginning Sun, Jul 7	36,190
Week beginning Sun, Jul 14	45,784
Week beginning Sun, Jul 21	50,026
Week beginning Sun, Jul 28	23,383



Ventura Port District

Aug 1, 2019 - Aug 31, 2019

14,077

Typical Day

17,913

Sat, Aug 10 - Busiest Day

16,646

Saturday Average

97,792

Typical Week

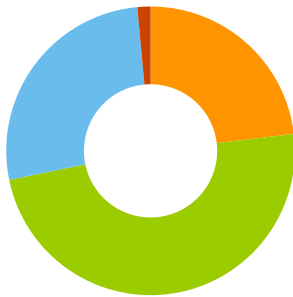
104,658

Peak Week Beginning Sun, Aug 11

436,383

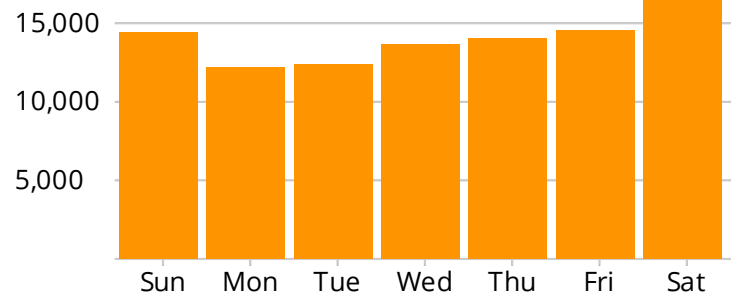
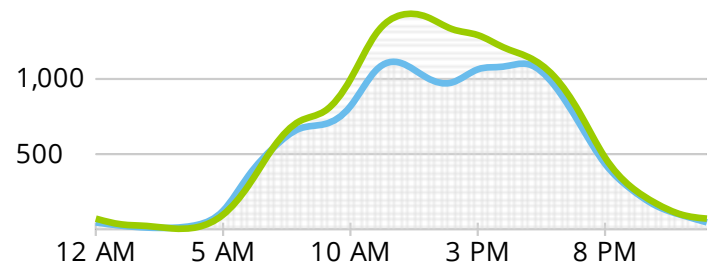
Total Visitors

Average Daily Activity



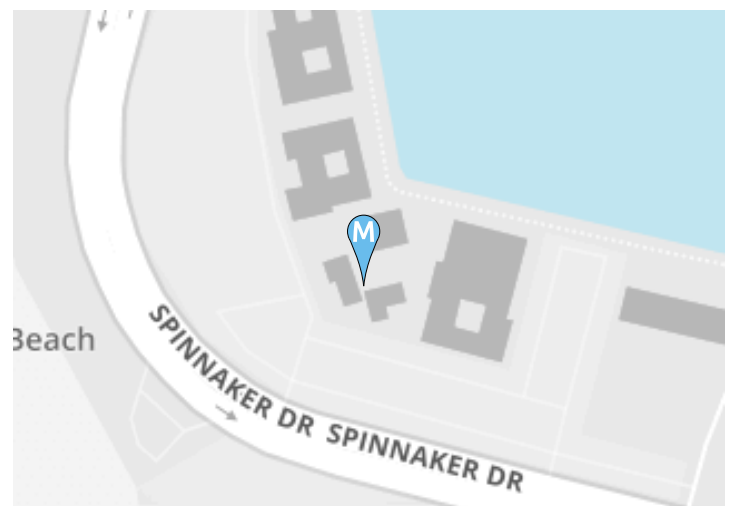
Hours	%	Total
5am - 11am	23%	3,257
11am - 5pm	49%	6,847
5pm - 11pm	27%	3,768
11pm - 5am	1%	206

Weekdays Weekends



Totals

Week beginning Sun, Jul 28	48,953
Week beginning Sun, Aug 4	103,606
Week beginning Sun, Aug 11	104,658
Week beginning Sun, Aug 18	99,002
Week beginning Sun, Aug 25	80,164



Ventura Port District

Aug 1, 2019 - Aug 31, 2019

6,053

Typical Day

12,582

Sat, Aug 31 - Busiest Day

10,908

Saturday Average

41,887

Typical Week

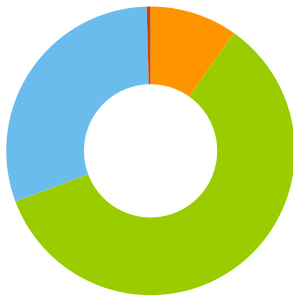
43,513

Peak Week Beginning Sun, Aug 4

187,651

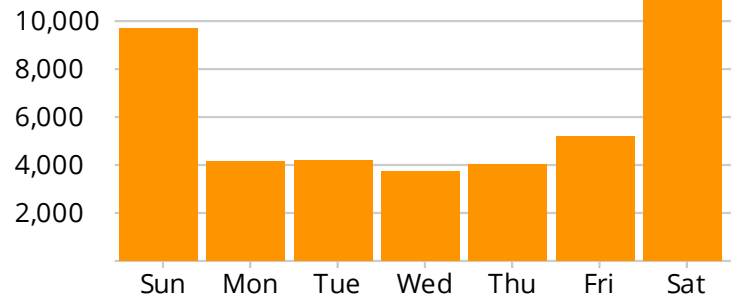
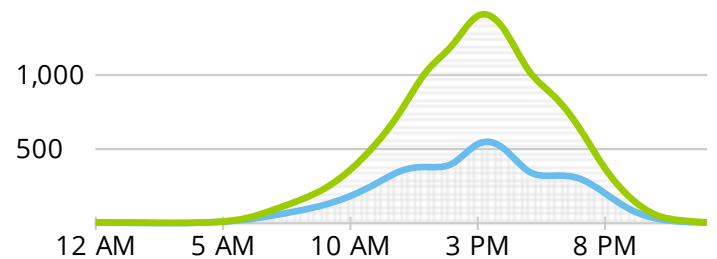
Total Visitors

Average Daily Activity



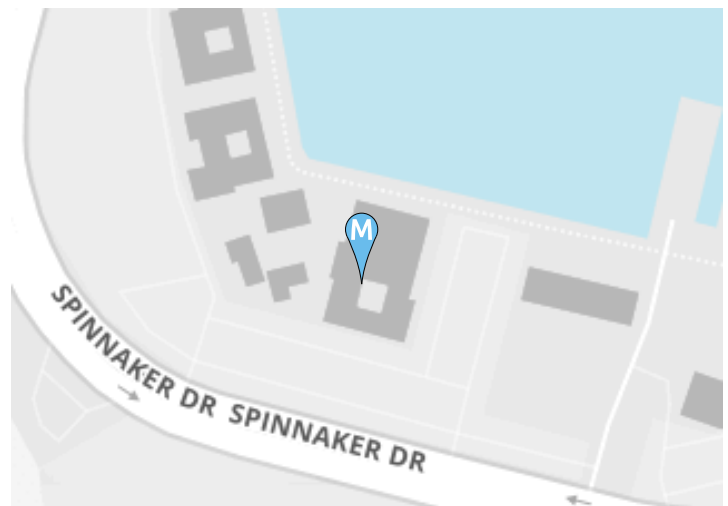
Hours	%	Total
5am - 11am	10%	594
11am - 5pm	59%	3,600
5pm - 11pm	30%	1,833
11pm - 5am	0%	26

Weekdays Weekends



Totals

Week beginning Sun, Jul 28	21,997
Week beginning Sun, Aug 4	43,513
Week beginning Sun, Aug 11	38,991
Week beginning Sun, Aug 18	41,997
Week beginning Sun, Aug 25	41,153



Ventura Port District

Sep 1, 2019 - Sep 30, 2019

6,309

Typical Day

14,578

Sun, Sep 1 - Busiest Day

8,164

Sunday Average

43,823

Typical Week

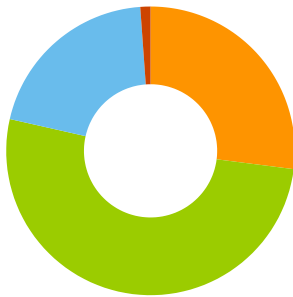
58,709

Peak Week Beginning Sun, Sep 1

189,268

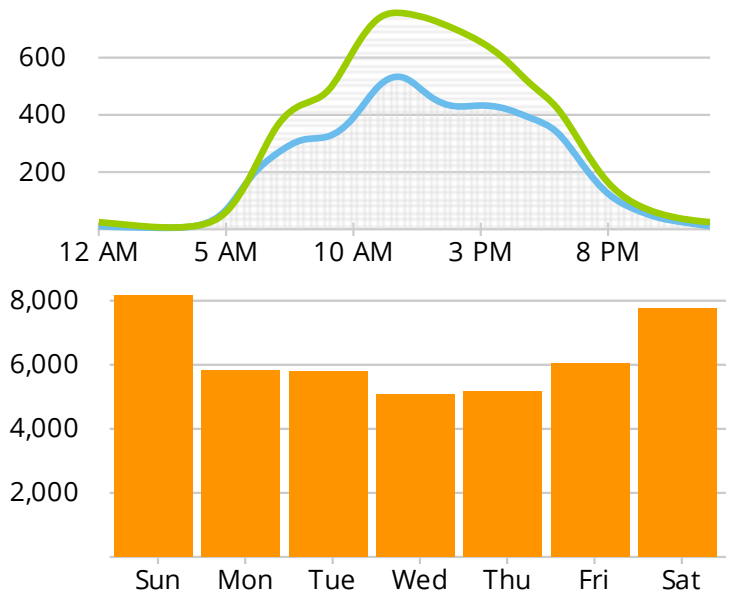
Total Visitors

Average Daily Activity



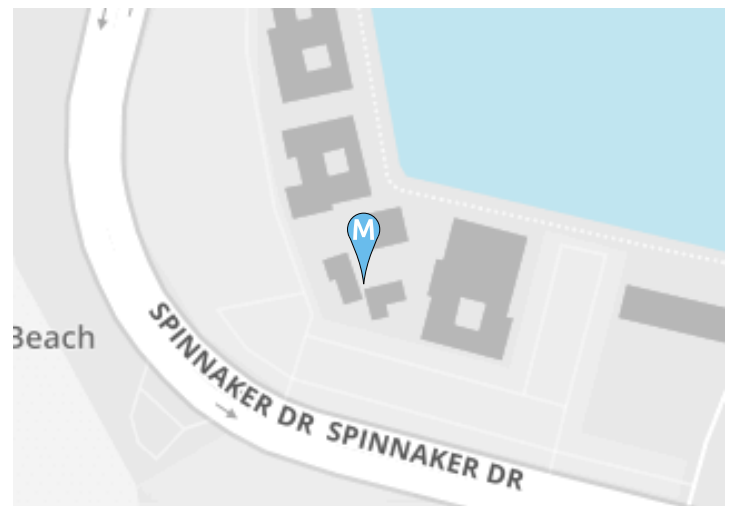
Hours	%	Total
5am - 11am	27%	1,705
11am - 5pm	52%	3,250
5pm - 11pm	20%	1,282
11pm - 5am	1%	72

Weekdays Weekends



Totals

Week beginning Sun, Sep 1	58,709
Week beginning Sun, Sep 8	42,687
Week beginning Sun, Sep 15	39,506
Week beginning Sun, Sep 22	38,174
Week beginning Sun, Sep 29	10,192



Ventura Port District

Sep 1, 2019 - Sep 30, 2019

5,569

Typical Day

19,784

Sun, Sep 8 - Busiest Day

11,363

Sunday Average

37,819

Typical Week

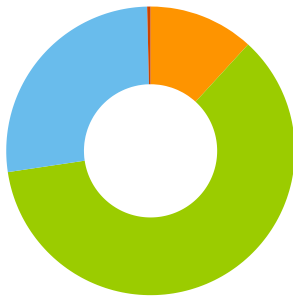
57,733

Peak Week Beginning Sun, Sep 1

167,059

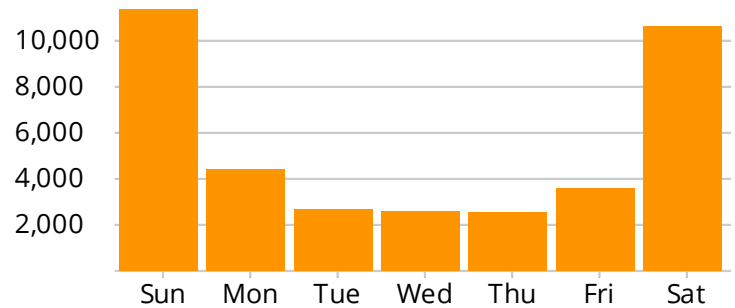
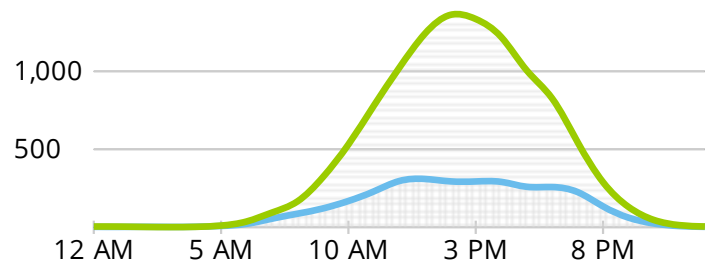
Total Visitors

Average Daily Activity



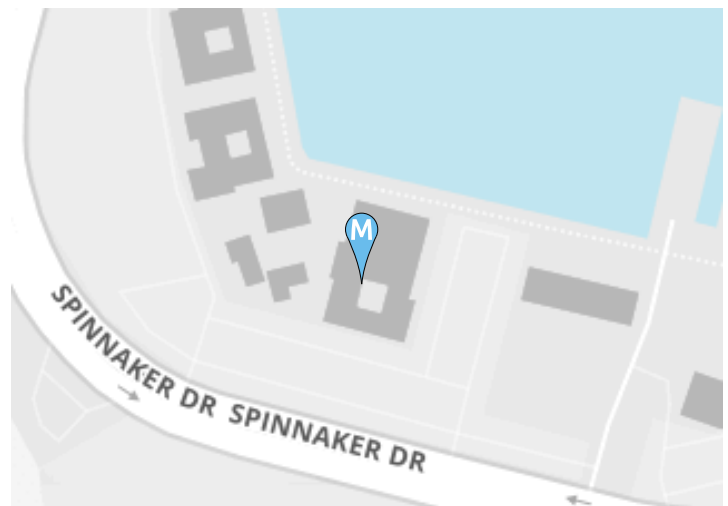
Hours	%	Total
5am - 11am	12%	658
11am - 5pm	61%	3,389
5pm - 11pm	27%	1,503
11pm - 5am	0%	21

Weekdays Weekends



Totals

Week beginning Sun, Sep 1	57,733
Week beginning Sun, Sep 8	44,225
Week beginning Sun, Sep 15	29,665
Week beginning Sun, Sep 22	25,933
Week beginning Sun, Sep 29	9,503





Consumer Shopping Journey Webinar

Stephanie Cegielski

Vice President, Public Relations

Average Consumer Monthly Visits & Spending



Malls



Open-Air Center

Freestanding Retail or
Service Establishments

Number
of Visits

1.7X

4.4X

16.4X



Share of
Visitors

54%

52%

80%



Average
Spend

\$245

\$620

\$590



Millennials

Average Millennial Consumer Visits and Spending



Malls



Open-Air Center



Freestanding Retail or Service Establishments

Number
of Visits

2.0X

4.8X

19.4X



Share of
Visitors

63%

52%*

83%*



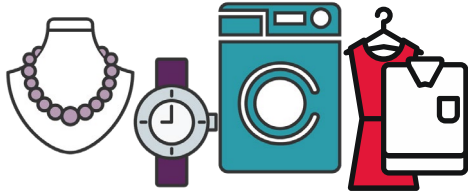
Average
Spend

\$254

\$687

\$680

Average Spending by Millennials



\$427

Mall

\$148



Open Air

\$152



Freestanding

\$127



**Discretionary
Goods**



\$335

Mall

\$57



Open Air

\$125



Freestanding

\$153



Dining



\$198

Mall

\$49



Open Air

\$83



Freestanding

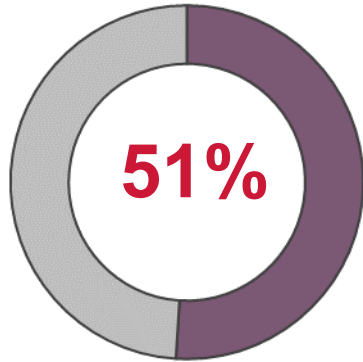
\$66



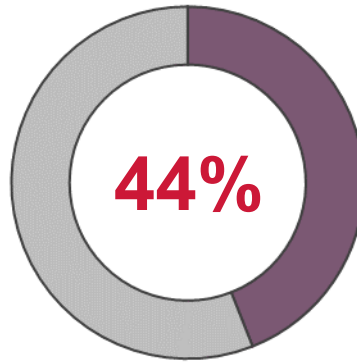
**Services and
Entertainment**

\$533

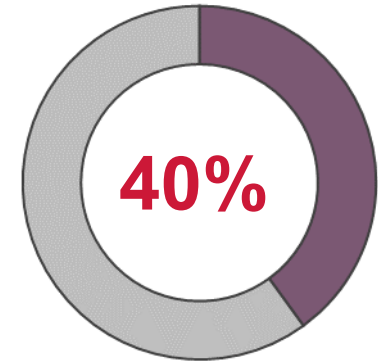
Millennial Share of Visits for Purchases at *Malls*



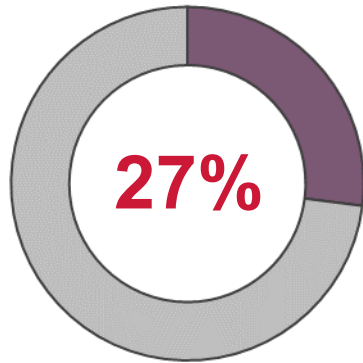
Discretionary
Goods



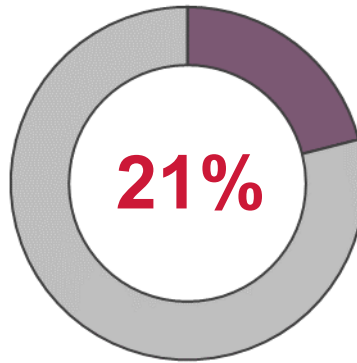
All Other Goods



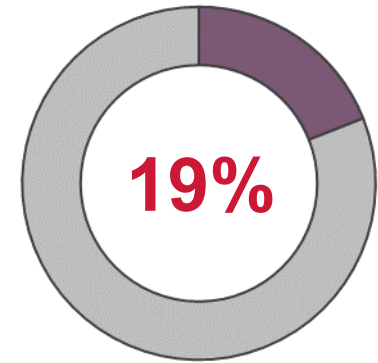
Dining



Entertainment

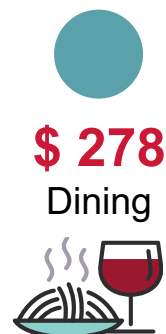
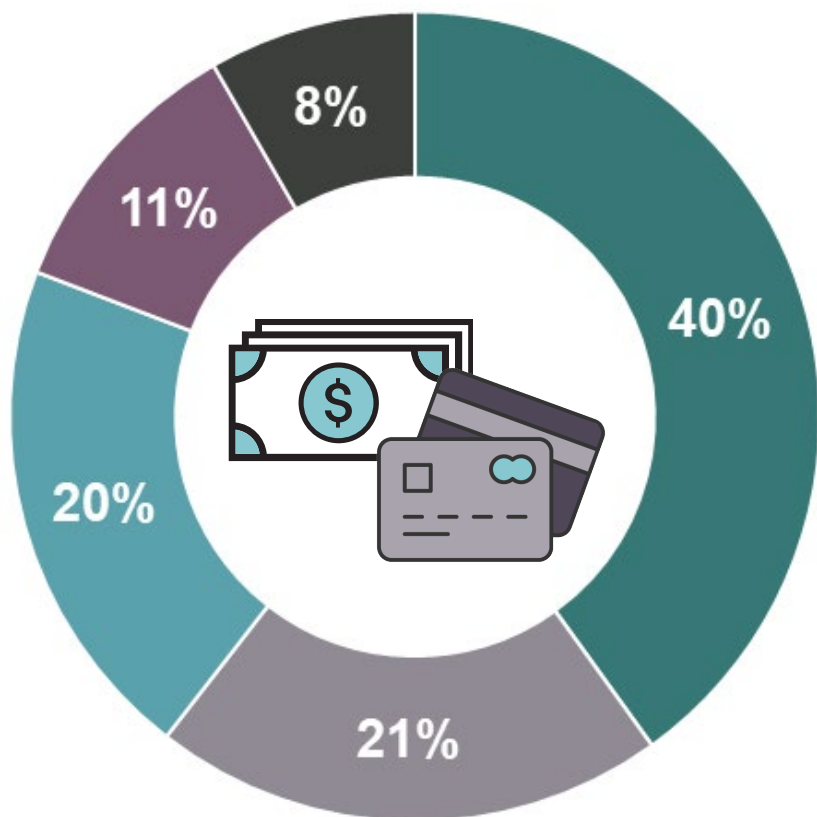


Personal
Services



Other Services

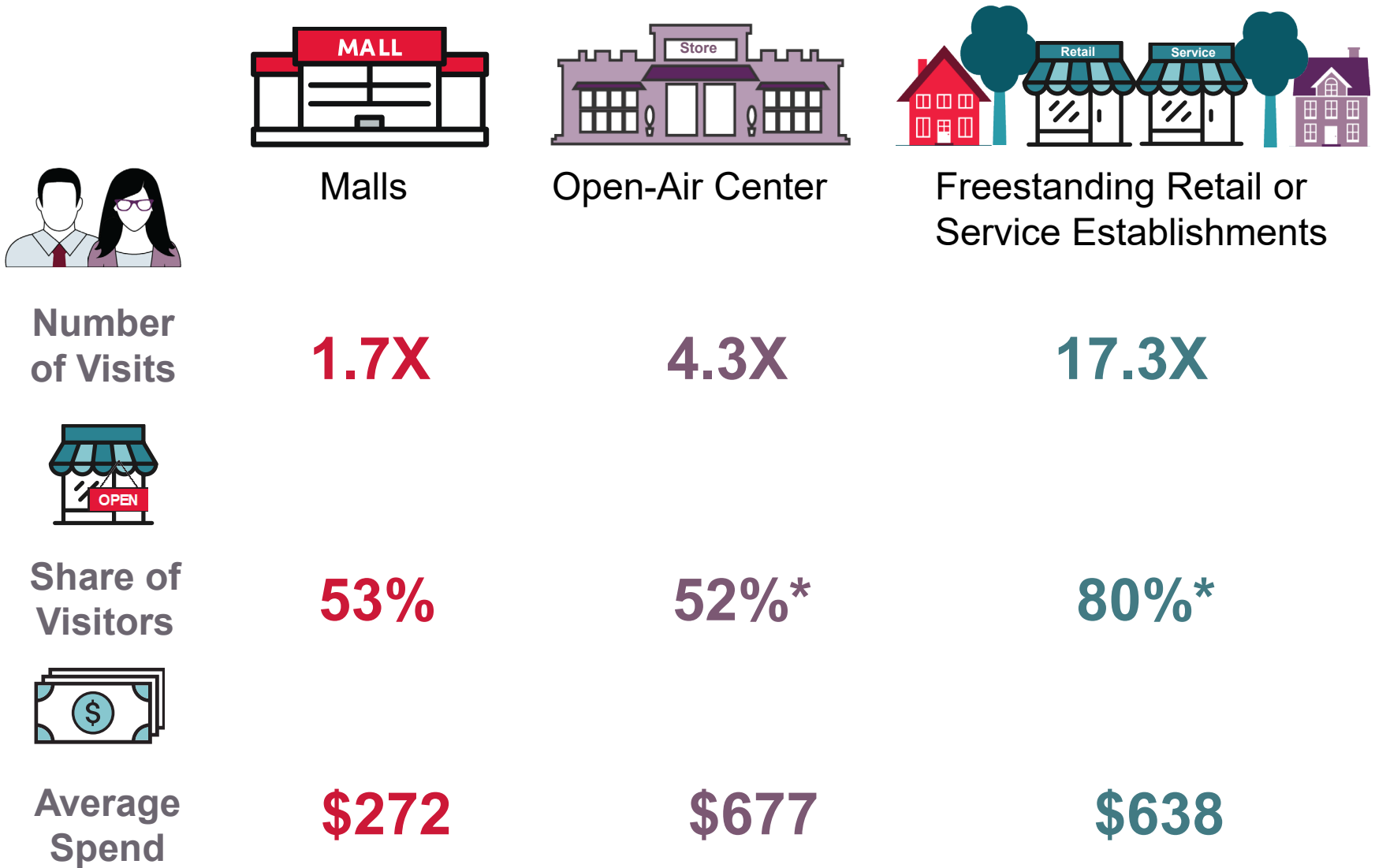
Millennial Spending at Open-Air Centers and Freestanding Establishments





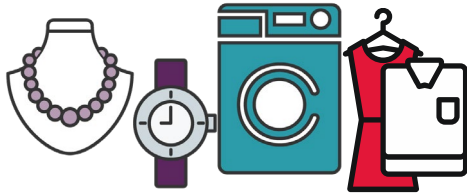
Gen X

Average Gen X Consumer Monthly Visits and Spending



Average Spending by Gen X

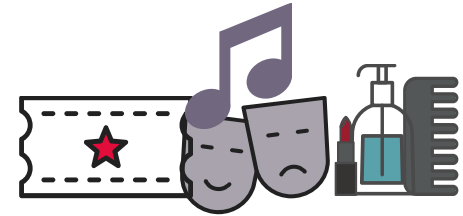
ATTACHMENT 3



\$428



\$313



\$144



**Discretionary
Goods**



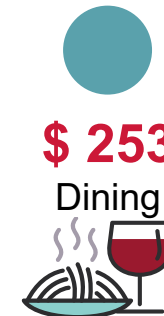
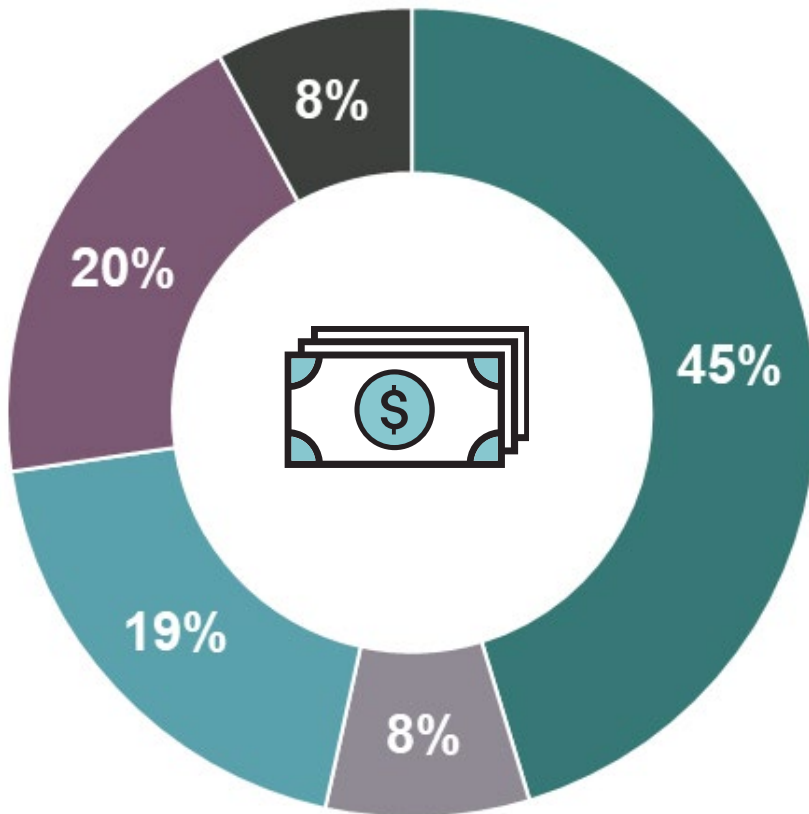
Dining



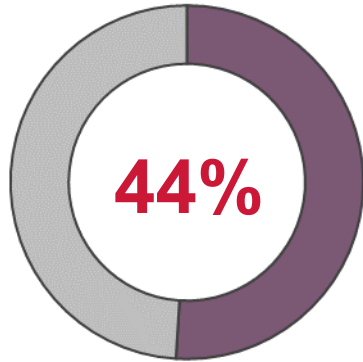
**Services and
Entertainment**

\$457

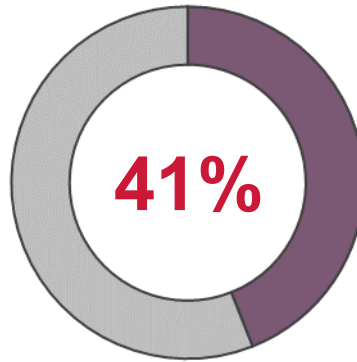
Average Gen X Spending at Open-Air Centers and Freestanding Establishments



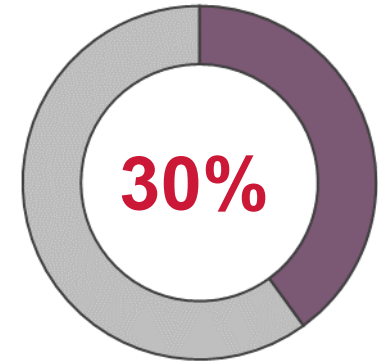
Gen X Share of Visits for Purchases at *Open-Air Centers*



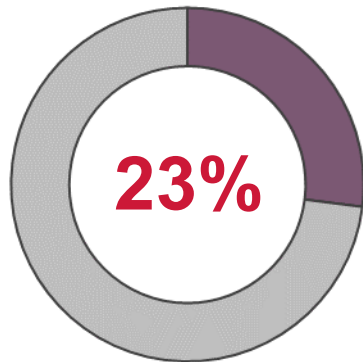
Quick stop at the grocery store to pick-up necessities



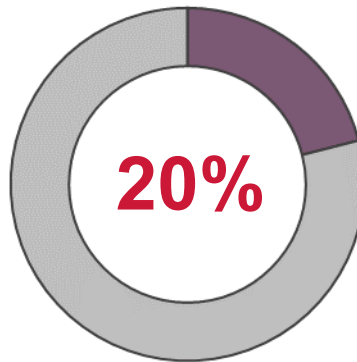
Grocery



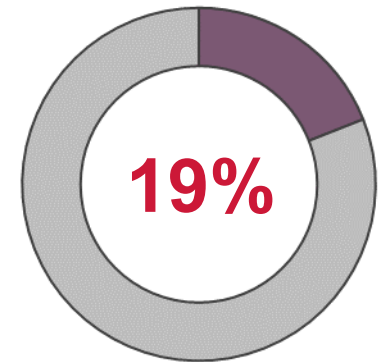
Dining



Other types of convenience/household goods, building or garden supplies



Pick up prescriptions/medications, health supplies

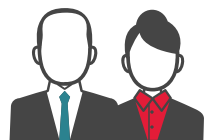


Discretionary goods



Baby Boomers

Average Baby Boomer Consumer Monthly Visits and Spending



Malls



Open-Air Center



Freestanding Retail or
Service Establishments

Number
of Visits

1.5X

4.0X

14.0X



Share of
Visitors

46%

52%*

77%*



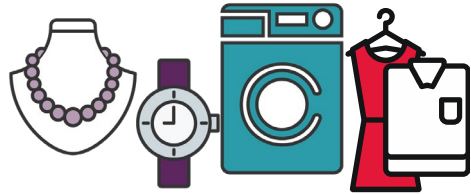
Average
Spend

\$207

\$535

\$485

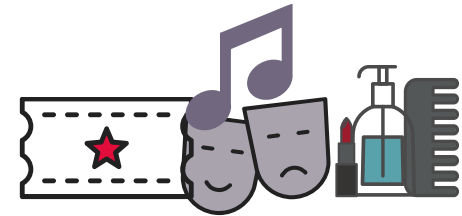
Average Spending by Baby Boomers



\$323



\$233



\$71



**Discretionary
Goods**



Dining

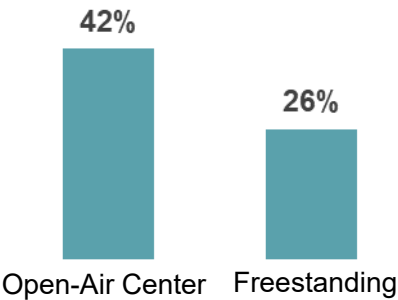


**Services and
Entertainment**

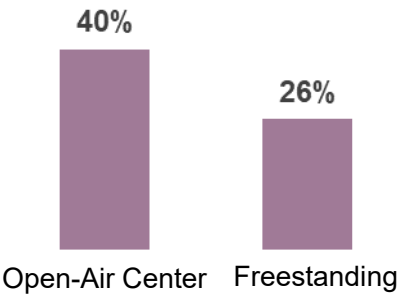
\$304

Baby Boomer Share of *Open-Air Center* and *Freestanding* Visits for Purchases

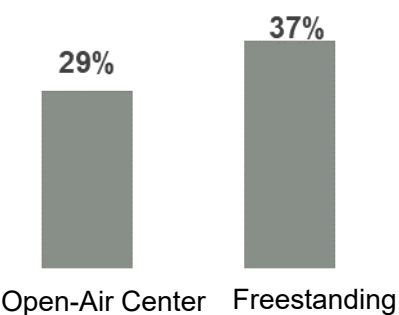
ATTACHMENT 3



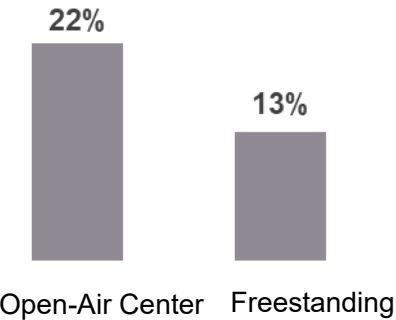
Grocery



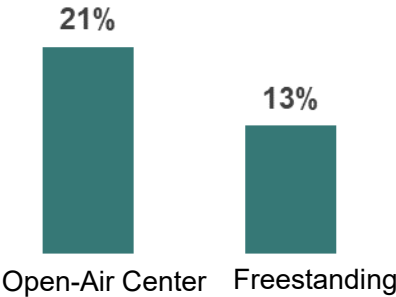
Quick stop at the grocery store to pick-up necessities



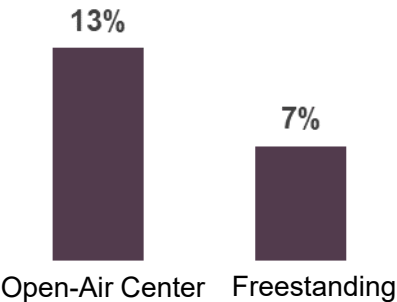
Dining



Other types of convenience/household goods, building or garden supplies

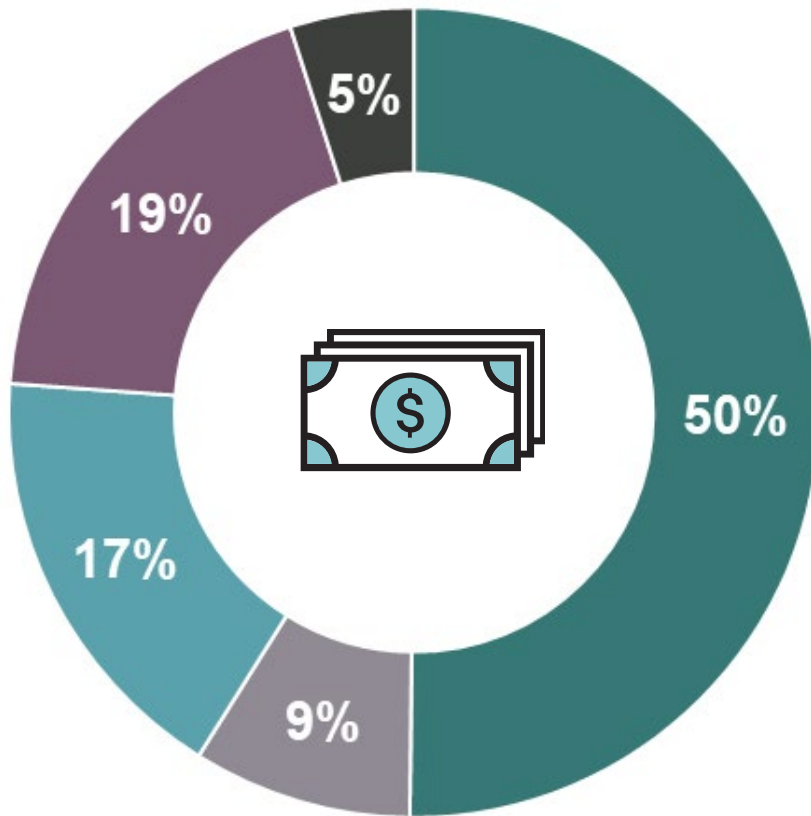


Pick up prescriptions/medications, health supplies



Discretionary goods

Baby Boomers Spending at Open-Air Centers and Freestanding Establishments





Methodology

Consumer Survey Methodology

ATTACHMENT 3

- The results are based on 33 representative polls of 1,000 adults in the U.S., conducted at the end of every month between Mid 2016 and 2018 by Engine Insights on behalf of ICSC.



www.icsc.org



BOARD OF PORT COMMISSIONERS

OCTOBER 16, 2019

CONSENT AGENDA ITEM A

APPROVAL OF OFFICE LEASE AGREEMENT
FOR DEL MAR SEAFOODS, INC.

**VENTURA PORT DISTRICT
BOARD COMMUNICATION**

CONSENT AGENDA ITEM A
Meeting Date: October 16, 2019

TO: Board of Port Commissioners
FROM: Robin Baer, Property Manager
SUBJECT: Approval of Office Lease Agreement for Del Mar Seafoods, Inc.
1583 Spinnaker Drive #203B/#206

RECOMMENDATION:

That the Board of Port Commissioners approve a new Office Lease Agreement between the Ventura Port District dba Ventura Harbor Village and Del Mar Seafoods, Inc. for the premises located at 1583 Spinnaker Drive #203B/#206, consisting of a total of 1,015 square feet for a two-year term with a two-year option.

SUMMARY:

This tenant has been with Ventura Harbor Village since 2003. No improvements are required for this space.

BACKGROUND:

Del Mar Seafoods, Inc. uses this facility as a satellite office for business meetings, accounting and new development. They're headquarters are in Watsonville, California. They also operate a large fleet of boats for offloading squid and other various fish at the Ventura Harbor.

FISCAL IMPACT:

This new lease reflects current market rental rates for office space in the complex. There will be no tenant improvements. The annual occupancy cost for this tenant is \$26,676. The minimum rent over the two-year term and two-year option are adjusted annually by step increases.

ATTACHMENT:

None.



BOARD OF PORT COMMISSIONERS
OCTOBER 16, 2019

CONSENT AGENDA ITEM B
APPROVAL OF NEW OFFICE LEASE
AGREEMENT FOR CENTER FOR CONTRACT
COMPLIANCE

**VENTURA PORT DISTRICT
BOARD COMMUNICATION**

CONSENT AGENDA ITEM B
Meeting Date: October 16, 2019

TO: Board of Port Commissioners
FROM: Robin Baer, Property Manager
SUBJECT: New Office Lease Agreement for Center for Contract Compliance
1559 Spinnaker Drive #202A

RECOMMENDATION:

That the Board of Port Commissioners approve a new Office Lease Agreement between the Ventura Port District dba Ventura Harbor Village and Center for Contract Compliance for the premises located at 1559 Spinnaker Drive #202A, consisting of a total of 437 square feet for a two-year term.

SUMMARY:

This tenant has been with Ventura Harbor Village since 2008. No improvements are required for this space.

BACKGROUND:

The Center for Contract Compliance (CCC) is a non-profit organization that was created in response to the concerns of contractors and labor with the unlawful disregard for the laws governing public works. The CCC was founded by the Southern California District Council of Laborers and it's affiliated with local unions. The CCC advocates compliance with prevailing wage, labor and public contract bidding laws to establish a level playing field for contractors competing for public works contracts, guarantee workers are properly compensated, and facilitate quality construction for public agencies.

FISCAL IMPACT:

This new lease reflects current market rental rates for office space in the complex. The annual occupancy cost for year one for this tenant is \$10,812. The minimum rent over the two-year term is adjusted annually by a two percent step increase.

ATTACHMENTS:

None.



BOARD OF PORT COMMISSIONERS

OCTOBER 16, 2019

STANDARD AGENDA ITEM 1

APPROVAL OF FINANCIAL
STATEMENTS AND CHECKS FOR APRIL
THROUGH JUNE 2019

**VENTURA PORT DISTRICT
BOARD COMMUNICATION**

STANDARD AGENDA ITEM 1
Meeting Date: October 16, 2019

TO: Board of Port Commissioners
FROM: Gloria Adkins, Accounting Manager
SUBJECT: Approval of Financial Statements and Checks for April through June 2019

RECOMMENDATION:

That the Board of Port Commissioners adopts Resolution No. 3380 to:

- a) Accept the following draft financial statements for the Quarter ended June 30, 2019, pending audit adjustments, and accounting for year-end GASB 68 and 75 journal entries; and,
- b) Review the payroll and regular checks for April through June 2019.

SUMMARY:

Attached for the Board's review are the financial statements for the quarter ended June 30, 2019 and the check registers for April through June 2019. The attachments reflect the Enterprise Fund and the VSE Aquaculture Grant Fund.

BACKGROUND:

The financial statements for the quarter ending June 30, 2019 consist of Statement of Income and Expenses, Supplementary Notes, Budget Analysis-Annual Budget Compared to Year-to-Date Income and Expenditures, Balance Sheet, Cash Flow Statement (includes Grant and Dock Project accounts), Distribution of Cash (includes Grant and Dock Project accounts), Comparison of Lease Rents, and a Three Year Comparative Statement of Revenue and Expenses.

This draft version is being presented to the Board as a preliminary look at the fiscal year ended June 30, 2019. Staff and White Nelson Diehl Evans (WNDE) are working together to begin the audit field work for the FY18-19 financial audit on October 14. WNDE plans to issue their audit report by December 31, 2019.

The Statement of Income and Expenses and the Balance Sheet for the VSE Aquaculture Grant Fund are included here as Attachment 3. The Ventura Shellfish Enterprise (VSE) aquaculture project expenditure recap report through June 2019 is also included in this attachment. Payment on Reimbursement request No. 1 for the 2018 Sea Grant expenses through June 30, 2019 for \$123,995.97 was received by the District in September.

The Quarterly Treasurer's Report for the period ending June 30, 2019 has been included as attachment 6.

Operational Disbursements

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

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

April 2019 -

- PowerHouse Construction, Inc. was paid \$68,400 on 4/3/19 for six separate jobs. Demo old landscaping then purchase and install pavers at Harbor Cove beach parking lot; replace eighteen restroom doors including door jambs throughout the harbor; build concrete curbs between 1449 and 1559 Spinnaker Dr. along the promenade; build two concrete slabs for the new bike racks in the Village; perform tenant improvements at 1575 Spinnaker Dr. #108; and repair stucco entryway and install new door for storage room at 1583 Spinnaker Dr.
- Commissioned Desserts, LLC was paid \$50,000 on 4/17/19 for Top This Chocolate tenant improvement contribution installment #1 as per the lease.
- Garland/DBS, Inc. was paid \$140,441 on 4/17/19 as the final payment on the Village roof renovation project.

May 2019 -

- Garland/DBS, Inc. was paid \$217,924 on 5/15/19 for the second progress payment on the fish pier resurfacing project.
- California JPIA (CA Joint Powers Insurance Assoc.) was paid \$25,549 on 5/31/19 for the annual premium on the District's All Risk Property insurance.
- Dept. of Park and Recreation was paid \$43,208 on 5/31/19 as a payment towards the 2018 summer season life guard program services.

June 2019 -

- Commissioned Desserts, LLC was paid \$50,000 on 6/14/19 for Top This Chocolate tenant improvement contribution installment #2 as per the lease.
- California JPIA (CA Joint Powers Insurance Assoc.) was paid \$326,460 on 6/19/19 for the annual general liability insurance and workers compensation premiums for fiscal year 19-20.
- Allied Power Products, Inc. was paid \$42,400 on 6/26/19 as a deposit to begin construction on the new derrick crane for the fish pier.
- Garland/DBS, Inc. was paid \$40,193 on 6/26/19 as the final payment on the fish pier resurfacing project.
- Glickman & Glickman Client was paid \$150,000 on 6/26/19 as a settlement for a lease litigation.
- Pacific Marine Repair was paid \$30,185 on 6/26/19 for a replacement motor and installation in Fireboat 1.
- Pueblo Construction, Inc. was paid \$47,022 on 6/26/19 as a progress payment for the 1591 Spinnaker Dr. project for ADA restroom remodel and trash enclosure rebuild.
- PowerHouse Construction, Inc. was paid \$30,325 on 6/27/19 for eight separate jobs. Four additional restroom doors including door jamb replacement; remove, replace and paint approximately 30 feet of wall stucco at 1691 Spinnaker Dr.; build and replace metal railings and brackets upstairs at 1691 Spinnaker Dr.; replace old cast iron drains inside the walls at 1583 Spinnaker Dr.; and replace water damaged drywall and install exhaust fans at the Greek.

Details reflecting purchases made through the District's Chase Bank credit cards for April through June 2019 are included as Attachment 5.

Payroll Disbursements

The District has 26 bi-weekly pay periods per year; ten months of the year will have two regular payroll periods and two months will have three regular pay periods. This quarter, all three months contained two regular pay periods. June also includes the quarterly accrued compensation hours pay-off run.

FISCAL IMPACT:

The Statement of Income and Expenses reflects a positive 'Change in Net Position' of \$1,204,660 for the period ended June 30, 2019.

ATTACHMENTS:

Attachment 1 – Resolution No. 3380

Attachment 2 – Statement of Income Expenses – Quarter Ended June 30, 2019

Attachment 3 – Aquaculture Fisheries Grant Fund Financial Statements at June 30, 2019

Attachment 4 – Accounts Payable Check Registers April - June 2019

Attachment 5 – Chase Credit Card Charges April – June 2019

Attachment 6 – Quarterly Treasurers Report for June 30, 2019



RESOLUTION NO. 3380

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

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

- A. Accept the Financial Statements for the Quarter ended June 30, 2019;
- B. The following Checks are hereby reviewed:
 - 1) Payroll Checks #9849-9921 and direct deposits inclusive in the amounts of \$140,629 for April 2019 salaries, \$134,861 for May 2019 salaries, and \$173,895 for June 2019 salaries.
 - 2) Regular Checks #49797-50280, #1079-1084, and #1008-1016, inclusive in the amounts of \$508,708 for April 2019 expenditures, \$691,943 for May 2019 expenditures, and \$1,271,985 for June 2019 expenditures.

PASSED, APPROVED, AND ADOPTED at a Regular Meeting of the Board of Port Commissioners of the Ventura Port District held on October 16, 2019, Resolution No. 3380 was adopted by the following vote:

AYES:

NOES:

ABSTAIN:

ABSENT:

Attest:

Chris Stephens, Chairman

Jackie Gardina, Secretary

(Seal)

ATTACHMENT 2

Ventura Port District Statement of Income and Expenses For the Period Ended June 30, 2019

	<----- Quarter (3 mos) ----->			<----- Year-to-Date ----->		
	Budget	Activity	Variance	Budget	Activity	Variance
OPERATING REVENUES						
Parcel Lease Income	\$ 860,000	\$ 916,841	\$ 56,841	\$ 3,795,000	\$ 3,815,786	\$ 20,786
Dry Storage Income	20,650	450	(20,200)	22,000	1,800	(20,200)
Fisherman's Storage	19,100	18,889	(211)	76,000	75,557	(443)
Parking Income	13,200	14,970	1,770	55,000	59,097	4,097
Miscellaneous Income/Rentals	4,765	3,286	(1,479)	211,000	204,976	(6,024)
Village Income						
Harbor Village Lease Income	692,000	699,816	7,816	2,744,000	2,773,120	29,120
Commercial Fishing	56,000	43,147	(12,853)	275,000	255,335	(19,665)
Miscellaneous Income	1,365	4,532	3,167	5,500	10,633	5,133
Harbor Event Fees	13,900	8,381	(5,519)	30,000	27,220	(2,780)
Marketing Booth/Vendor Income	1,500	3,498	1,998	5,000	10,072	5,072
Co-Op Advert/Sponsorship	0	0	0	14,000	15,490	1,490
Merchants Promo Fund	31,020	26,832	(4,188)	117,000	108,476	(8,524)
Slip Rentals	210,000	175,472	(34,528)	850,000	832,141	(17,859)
Dock Electrical Income	2,400	2,430	30	10,000	10,247	247
C A M Income	91,500	85,492	(6,008)	357,000	352,482	(4,518)
Total Oper. Revenues	\$ 2,017,400	\$ 2,004,036	\$ (13,364)	\$ 8,566,500	\$ 8,552,432	\$ (14,068)
OPERATING EXPENSES						
Personnel Expenses						
Salaries & Wages						
Regular Salaries	\$ 604,980	\$ 533,977	\$ 71,003	\$ 2,445,000	\$ 2,322,403	\$ 122,597
Part-time Help	28,380	33,180	(4,800)	122,500	132,672	(10,172)
Overtime Pay	18,350	21,751	(3,401)	74,500	66,527	7,973
Holiday Pay	11,075	6,381	4,694	44,500	34,539	9,961
Total Salaries & Wages	\$ 662,785	\$ 595,289	\$ 67,496	\$ 2,686,500	\$ 2,556,141	\$ 130,359
Other personnel expenses						
Retirement Contributions/Exp	\$ 127,173	\$ 124,057	\$ 3,116	\$ 526,000	\$ 511,695	\$ 14,305
Payroll Taxes	12,129	10,047	2,082	51,100	42,892	8,208
Worker's Comp Ins.	34,840	24,518	10,322	140,500	130,178	10,322
OPEB Liability	24,000	23,370	630	96,000	94,596	1,404
Medical & Life Ins.	83,734	73,231	10,503	313,000	290,217	22,783
Optional Benefit Plan	70,813	55,660	15,153	261,500	229,225	32,275
Uniforms & Tool Allowances	9,000	15,088	(6,088)	35,500	31,686	3,814
Total - Other Personnel Expenses	\$ 361,689	\$ 325,971	\$ 35,718	\$ 1,423,600	\$ 1,330,489	\$ 93,111
Total Personnel Expenses	\$ 1,024,474	\$ 921,260	\$ 103,214	\$ 4,110,100	\$ 3,886,630	\$ 223,470

Monthly Report
(Unaudited)

ATTACHMENT 2

Ventura Port District Statement of Income and Expenses For the Period Ended June 30, 2019

	<----- Quarter (3 mos) ----->			<----- Year-to-Date ----->		
	Budget	Activity	Variance	Budget	Activity	Variance
General Expenses						
Advertising	\$ 1,875	\$ 2,848	\$ (973)	\$ 11,500	\$ 10,143	\$ 1,357
Leasing & Real Estate	6,235	9,017	(2,782)	25,000	24,578	422
Auto Mileage & Allowance	3,300	2,608	692	14,000	13,383	617
Auto/Boat Equip & Maint	54,202	52,646	1,556	173,000	140,174	32,826
Bad Debt	10,000	39,106	(29,106)	10,000	53,019	(43,019)
Bank Fees & Other Misc	3,900	1,884	2,016	15,500	7,833	7,667
Building Maintenance	76,500	203,764	(127,264)	389,000	553,578	(164,578)
Bldg Maint-Tenant Improvments	198,500	23,195	175,305	198,500	23,195	175,305
Communications	10,360	9,344	1,016	41,500	39,367	2,133
Conferences & Training	13,350	8,518	4,832	43,500	34,789	8,711
Dock Maint. & Repair	12,628	16,568	(3,940)	44,500	29,448	15,052
Equipment Rental	4,400	2,781	1,619	17,500	18,831	(1,331)
General Insurance	64,003	48,992	15,011	256,000	240,989	15,011
Grounds Maintenance	25,975	53,857	(27,882)	168,900	169,383	(483)
General Harbor Maintenance	1,300	2,234	(934)	4,000	2,234	1,766
Janitorial Supplies	15,275	11,075	4,200	61,000	50,172	10,828
Judgements & Damages	0	250,000	(250,000)	0	250,000	(250,000)
Land/Building Rental Expense	19,100	19,368	(268)	76,000	76,394	(394)
Marketing & Promotions	80,275	83,388	(3,113)	297,500	274,601	22,899
Memberships & Subscriptions	4,200	2,208	1,992	27,000	27,075	(75)
Office Supplies & Equipment	9,700	7,434	2,266	38,500	34,848	3,652
Computer Equip & Supplies	10,000	914	9,086	41,000	32,600	8,400
Operating Supplies	14,453	18,788	(4,335)	57,500	50,785	6,715
Other Equipment & Repairs	11,550	15,294	(3,744)	46,000	45,325	675
Professional Services - Legal	60,000	195,517	(135,517)	280,000	422,419	(142,419)
Professional/Outside Services	119,000	99,974	19,026	589,000	491,311	97,689
Prof. Serv.-VSE Aquaculture	21,000	14,377	6,623	90,000	37,323	52,677
Utilities	112,010	102,286	9,724	411,500	377,030	34,470
Dredging Related Expenses	53,255	68,097	(14,842)	248,500	258,282	(9,782)
Total General Expenses	\$ 1,016,346	\$ 1,366,082	\$ (349,736)	\$ 3,675,900	\$ 3,789,109	\$ (113,209)
Total Operating Expenses	\$ 2,040,820	\$ 2,287,342	\$ (246,522)	\$ 7,786,000	\$ 7,675,739	\$ 110,261
Oper. Income(Loss) Before Deprec.	\$ (23,420)	\$ (283,306)	\$ (259,886)	\$ 780,500	\$ 876,693	\$ 96,193
Depreciation	\$ 225,000	\$ 202,903	\$ 22,097	\$ 900,000	\$ 866,138	\$ 33,862
Operating Income (Loss)	\$ (248,420)	\$ (486,209)	\$ (237,789)	\$ (119,500)	\$ 10,555	\$ 130,055

Monthly Report
(Unaudited)

ATTACHMENT 2

Ventura Port District Statement of Income and Expenses For the Period Ended June 30, 2019

	<----- Quarter (3 mos) ----->			<----- Year-to-Date ----->		
	Budget	Activity	Variance	Budget	Activity	Variance
NON-OPERATING REVENUES						
General						
Investment Income (Loss)	\$ 75,000	\$ 138,200	\$ 63,200	\$ 283,000	\$ 439,790	\$ 156,790
Tax Income	525,000	536,835	11,835	1,250,000	1,317,924	67,924
Sale of Fixed Assets	<u>0</u>	<u>8,775</u>	<u>8,775</u>	<u>0</u>	<u>8,775</u>	<u>8,775</u>
Total General Non-Oper. Income	\$ 600,000	\$ 683,810	\$ 83,810	\$ 1,533,000	\$ 1,766,489	\$ 233,489
Special Funding						
DBAW Grants-Misc	\$ 3,000	\$ 0	\$ (3,000)	\$ 3,000	\$ 4,272	\$ 1,272
DBAW Grant-Equipment	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
Total Special Funding	\$ 3,000	\$ 0	\$ (3,000)	\$ 3,000	\$ 4,272	\$ 1,272
TOTAL NON-OPER. REVENUES	<u>\$ 603,000</u>	<u>\$ 683,810</u>	<u>\$ 80,810</u>	<u>\$ 1,536,000</u>	<u>\$ 1,770,761</u>	<u>\$ 234,761</u>
NON-OPERATING EXPENSES						
Interest Expense	\$ 17,745	\$ 6,642	\$ 11,103	\$ 530,000	\$ 517,898	\$ 12,102
Amortized Bond Issuance Cost	0	0	0	64,000	54,166	9,834
Loss on Sale/Retirement of Assets	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>4,592</u>	<u>(4,592)</u>
Total Non-Oper. Expenses	\$ 17,745	\$ 6,642	\$ 11,103	\$ 594,000	\$ 576,656	\$ 17,344
Non-Operationing Income (Loss)	<u>\$ 585,255</u>	<u>\$ 677,168</u>	<u>\$ 91,913</u>	<u>\$ 942,000</u>	<u>\$ 1,194,105</u>	<u>\$ 252,105</u>
CHANGES IN NET POSITION	<u><u>\$ 336,835</u></u>	<u><u>\$ 190,959</u></u>	<u><u>\$ (145,876)</u></u>	<u><u>\$ 822,500</u></u>	<u><u>\$ 1,204,660</u></u>	<u><u>\$ 382,160</u></u>

Monthly Report
(Unaudited)

Supplementary Notes to Statement of Income and Expenses Continued for the quarter ending June 30, 2019 – Budget to Actual Analysis

Staff makes an attempt to follow seasonal patterns when distributing the annual budget by month whenever it is feasibly possible. Many line items are divided equally through the year.

Operating Income:

Parcel Lease Income – (exceeds budget \$20,786) This category reflects the cumulative balance for master tenants rents. The variance for the year is 1% of the budget and therefore is reasonable for the year.

Dry Storage Income – (under budget \$20,200) The Dry Storage lot was budgeted to open in May. But due to construction delays on Anchors Way, the lot was not completed until mid-September. Staff was able to begin populating the lot in October 2019.

Harbor Village Lease Income – (exceeds budget \$29,120) This category reflects Retail, Restaurant, Office and Charters. This variance primarily reflects the net of 1st quarter which exceeded the budget by \$38,752, offset by 2nd quarter which is under budget by \$6,131, 3rd quarter which is under budget by \$11,317 and 4th quarter which exceeds the budget by \$7,816. The restaurant and charter categories continue to be the primary factors in the actual income exceeding the budget for the fiscal year.

- The retail category is under budget by \$30,516 for the year. The 3rd quarter by itself is under budget by \$26,501 and the 4th quarter is under budget \$6,561. The current quarter continues to reflect tenant movement. One tenant was closed for renovations, one vacated and another downsized.
- The restaurant category exceeds the budget by \$43,513 for the year to date period. The restaurants as a category continue to do well.
- Charter income category exceeds the budget by \$18,696 for the year. This increase primarily reflects the 1st and 3rd quarters. The 2nd and 4th quarters were relatively flat. Island Packers continues to find ways to supplement their excursions given the closures on the islands that are limiting their landings.

Commercial Fish Offloading – (under budget \$19,665) It was anticipated that the squid season would be slow. Unfortunately it was even slower than anticipated.

Slip Rentals – (under budget \$17,859) In April, Village slip tenants were notified of the necessity to vacate due to the up-coming dock construction. Some tenants chose to vacate the affected slips earlier than was mandated in staff's notice thereby reducing slip income.

Operating Expenses:

Personnel Expenses – (under budget \$223,470)

- Salaries and wages are under budget by \$130,359. The majority of this variance, \$48,716, continues to reflect the 1st quarter ended 9/30/19. The 2nd quarter ended 12/31/19, variance was relatively flat and the 3rd quarter ended 3/31/2019 is under budget \$14,121. The 4th quarter ended 6/30/19 is under budget \$67,496. These variances are due to numerous factors.
 1. The budget for the educational and bilingual incentive plans ultimately ended up entered into the budget three times, once in salaries at the beginning of the year and then twice in optional benefits at mid-year.

Supplementary Notes to Statement of Income and Expenses Continued for the quarter ending June 30, 2019 – Budget to Actual Analysis

2. While on long-term disability, our Accounting Technician exhausted her accruals consequently she was not receiving pay from the District for the first five months of the year although she was budgeted for the year.
3. \$90,000 of the annual salary variance is in Harbor Patrol – the majority of this variance represents the budget for three new fulltime Harbor Patrol Officers for six months. Two new officers did not get hired until June and the third new position was intentionally not filled.
- Other personnel expenses are under budget by \$93,111. This variance is distributed primarily between four categories, with the optional benefit plan having the largest variance of \$32,275 followed by Medical & Life of \$22,783, Retirement Contributions of \$14,305 and Workers Compensation of \$10,322.
 1. The optional benefit plan variance is discussed above as part of the salaries in Administration.
 2. The variance in other personnel expenses also reflects the Accounting Technician being on disability leave during the first five months of the fiscal year and therefore not paying taxes or contributing to retirement.
 3. The delay in the hiring of the new Harbor Patrol Officers also affected the personnel expense categories.
 4. Workers Compensation insurance expense was decreased as per the annual retro-deposit calculation prepared by York as part of their annual claims audits.

Auto/Boat Equip & Maint – (exceeds budget \$32,826) This variance continues to be primarily in the boat maintenance category. Some of this proposed maintenance was carried forward into the new fiscal year.

Bad Debt – (exceeds budget \$43,019) This category is budgeted conservatively based on accounts that are approximately 90 days past due or more at the end of the previous year. The delinquency was low at the end of the previous year, therefore the budget was conservatively placed at \$10,000 in this fiscal year.

It was necessary to write-off two Village slip tenants and two Village restaurants during the fiscal year ending 6/30/19.

Building Maintenance – (exceeds budget \$164,578) This overage was due to various unforeseen maintenance needs due to turnover in office suites and maintenance on the outside of the Village buildings, decking and stairway rails.

Tenant Improvements – (under budget \$175,305) This category is under budget primarily because TI's were not paid out for Le Petit's patio ADA improvements or for Frenchies Nail Salon. Both of these TI's were carried into the new fiscal year 19-20 budget.

Judgements & Damages – (\$250,000 – no budget) Judgement settlements for two Village restaurant litigations.

Marketing and Promotions – (under budget \$22,899) The Marketing Manager attempts to distribute their budget based on scheduled events and advertising promotions. The majority of this variance is in the following categories. \$12,734 is in the advertising category and \$7,812 is in the event production and entertainment categories.

Supplementary Notes to Statement of Income and Expenses Continued for the quarter ending June 30, 2019 – Budget to Actual Analysis

Professional Services – Legal – (exceeds budget \$142,419) This category exceeds the budget primarily due to the two restaurant litigations, the Boatyard assignment and personnel matters. It is anticipated that the Boatyard will reimburse the District for the legal fees pertaining to their lease assignment.

Professional/Outside Services – (under budget \$97,689) In this category, items that can be readily identified as to when they will be expensed are placed in their appropriate budget months. The remaining funds are spread out evenly over the twelve month budget cycle.

- Approximately \$26,900 of this variance reflects the remaining funds not utilized from the State Life Guard services agreement.
- Approximately \$56,900 of this variance is related to the Administration department. The following services have been budgeted but have not been completed at 6/30/19:
 - \$10,000 remaining for an HR manual review (quote as per LCW) – \$10,000 was used in this quarter
 - \$20,000 remains for traffic and pedestrian counts studies
 - \$14,500 remaining for outside Accounting/CPA assistance not pertaining to annual audit
 - \$9,100 Web Site Development/Maintenance
- Approximately \$12,000 of the outside services variance is related to the Maintenance department. The following services were not utilized:
 - \$10,000 contingency for boat salvage costs
 - \$4,000 contingency built into budget

Professional Services-VSE Aquaculture – (under budget \$52,677) All of the anticipated funds were not needed in FY19. VSE grant funds are utilized first as appropriate then remaining services are paid from the District's Enterprise Fund.

Utilities - (under budget \$34,470) This category consists of water, electricity, gas and trash expenses. Electricity and trash represent the largest portions of this variance.

- Staff anticipates rate increases in the budget for electricity each year. It is hopeful this category remains under budget.
- The gas budget was increased to accommodate the new fire pit in the Carousel courtyard. Staff was not sure how the fire pit would affect the budget as this is the first full year with the pit in use.
 - Water is over budget by \$3,058,
 - Electricity is under budget by \$22,889,
 - Natural Gas under budget by \$1,556 and
 - Trash under budget by \$6,967.

Non-operating Revenue:

Supplementary Notes to Statement of Income and Expenses Continued for the quarter ending June 30, 2019 – Budget to Actual Analysis

Investment Income (exceeds budget \$156,790) This budget item is very conservative. LAIF continues to earn higher than anticipated rates. In fiscal year 18-19, the LAIF funds include the proceeds from the Dock Project debt service. Interest income on these funds was not anticipated. These funds will be utilized by December 2019 as the project will be complete.

Tax Income – (exceeds budget \$67,924) This budget item is also a conservative estimate. It represents the District's pro-rata share of the Ventura County property tax assessments collected.

Non-operating Expenses:

Nothing major to report on during this fiscal year. The debt service was as expected.

Ventura Port District
ATTACHMENT 2
Budget Analysis - Current Year and Prior Year
For the Period Ended June 30, 2019

	Current Year Annual Budget	Current Year YTD Activity	Current Year Remaining Budget	%	Prior Year Annual Budget	Prior Year YTD Activity	Prior Year Remaining Budget	%
INCOME								
Operating Income								
Parcel Lease Income	3,795,000	3,815,786	(20,786)	(1)	3,590,000	3,671,906	(81,906)	(2)
Dry Storage Income	22,000	1,800	20,200	92	120,000	102,075	17,925	15
Fisherman's Storage	76,000	75,557	443	1	74,000	73,669	331	0
Parking Income	55,000	59,097	(4,097)	(7)	72,000	52,330	19,670	27
Miscellaneous Income/Rentals	211,000	204,976	6,024	3	46,000	48,302	(2,302)	(5)
Village Income								
Harbor Village Lease Income	2,744,000	2,773,120	(29,120)	(1)	2,580,000	2,642,478	(62,478)	(2)
Commercial Fishing	275,000	255,335	19,665	7	340,000	353,331	(13,331)	(4)
Miscellaneous Income	5,500	10,633	(5,133)	(93)	5,500	9,435	(3,935)	(72)
Harbor Event Fees	30,000	27,220	2,780	9	29,000	29,535	(535)	(2)
Marketing Booth/Vendor Income	5,000	10,072	(5,072)	(101)	7,500	6,133	1,367	18
Co-Op Advert/Sponsorship	14,000	15,490	(1,490)	(11)	14,000	13,720	280	2
Merchants Promo Fund	117,000	108,476	8,524	7	105,000	102,557	2,443	2
Slip Rentals	850,000	832,141	17,859	2	865,000	898,425	(33,425)	(4)
Dock Electrical Income	10,000	10,247	(247)	(2)	25,000	16,991	8,009	32
C A M Income	<u>357,000</u>	<u>352,482</u>	<u>4,518</u>	<u>1</u>	<u>335,000</u>	<u>335,366</u>	<u>(366)</u>	<u>0</u>
Total Operating Income	\$ 8,566,500	\$ 8,552,432	\$ 14,068	0 %	\$ 8,208,000	\$ 8,356,253	\$ (148,253)	(2) %
Non-operating Income								
Investment Income (Loss)	283,000	439,790	(156,790)	(55)	50,000	156,514	(106,514)	(213)
Tax Income	1,250,000	1,317,924	(67,924)	(5)	1,160,000	1,218,747	(58,747)	(5)
Intergov't Revenue	0	0	0	0	0	27,257	(27,257)	0
Sale of Fixed Assets	0	8,775	(8,775)	0	0	1,320	(1,320)	0
DBAW Grants	<u>3,000</u>	<u>4,272</u>	<u>(1,272)</u>	<u>(42)</u>	<u>30,000</u>	<u>0</u>	<u>30,000</u>	<u>100</u>
Total Non-Oper. Income	\$ 1,536,000	\$ 1,770,761	\$ (234,761)	(15) %	\$ 1,240,000	\$ 1,403,838	\$ (163,838)	(13) %
TOTAL INCOME	\$ 10,102,500	\$ 10,323,193	\$ (220,693)	(2) %	\$ 9,448,000	\$ 9,760,091	\$ (312,091)	(3) %
EXPENSES								
Personnel Expenses								
Salaries & Wages	2,686,500	2,556,140	130,360	5	2,410,500	2,418,508	(8,008)	0
Retirement Contributions	526,000	511,695	14,305	3	477,500	649,457	(171,957)	(36)
Payroll Taxes	51,100	42,892	8,208	16	51,000	42,447	8,553	17
Worker's Comp Ins.	140,500	130,178	10,322	7	172,000	121,890	50,110	29
OPEB Liability	96,000	94,596	1,404	1	124,956	90,754	34,202	27
Medical & Life Ins.	313,000	290,217	22,783	7	283,000	277,357	5,643	2
Optional Benefit Plan	261,500	229,225	32,275	12	230,000	216,924	13,076	6
Uniforms & Tool Allowances	<u>35,500</u>	<u>31,686</u>	<u>3,814</u>	<u>11</u>	<u>29,500</u>	<u>29,096</u>	<u>404</u>	<u>1</u>
Total Personnel Expenses	\$ 4,110,100	\$ 3,886,629	\$ 223,471	5 %	\$ 3,778,456	\$ 3,846,433	\$ (67,977)	(2) %

Ventura Port District
ATTACHMENT 2
Budget Analysis - Current Year and Prior Year
For the Period Ended June 30, 2019

	Current Year Annual Budget	Current Year YTD Activity	Current Year Remaining Budget	%	Prior Year Annual Budget	Prior Year YTD Activity	Prior Year Remaining Budget	%
EXPENSES CONTINUED								
General Expenses								
Advertising	11,500	10,143	1,357	12	11,000	11,692	(692)	(6)
Leasing & Real Estate	25,000	24,578	422	2	20,000	19,454	546	3
Auto Mileage & Allowance	14,000	13,383	617	4	14,000	13,200	800	6
Auto/Boat Equip & Maint	173,000	140,174	32,826	19	200,500	148,689	51,811	26
Bad Debt	10,000	53,019	(43,019)	(430)	18,000	(5,258)	23,258	129
Bank Fees & Other Misc	15,500	7,833	7,667	49	15,500	9,210	6,290	41
Building Maintenance	389,000	553,578	(164,578)	(42)	401,000	400,658	342	0
Bldg Maint-Tenant Improvments	198,500	23,195	175,305	88	42,000	0	42,000	100
Communications	41,500	39,367	2,133	5	45,000	36,750	8,250	18
Conferences & Training	43,500	34,789	8,711	20	65,000	26,486	38,514	59
Dock Maint. & Repair	44,500	29,448	15,052	34	44,500	28,047	16,453	37
Village Enhancements	0	0	0	0	30,000	0	30,000	100
Equipment Rental	17,500	18,831	(1,331)	(8)	19,500	16,417	3,083	16
General Insurance	256,000	240,989	15,011	6	266,000	249,161	16,839	6
Grounds Maintenance	168,900	169,383	(483)	0	156,000	550,695	(394,695)	(253)
General Harbor Maintenance	4,000	2,234	1,766	44	4,000	2,103	1,897	47
Janitorial Supplies	61,000	50,172	10,828	18	61,000	54,124	6,876	11
Judgements & Damages	0	250,000	(250,000)	0	0	1,454	(1,454)	0
Land/Building Rental Expense	76,000	76,394	(394)	(1)	74,000	73,675	325	0
Marketing & Promotions	297,500	274,601	22,899	8	289,000	271,366	17,634	6
Memberships & Subscriptions	27,000	27,075	(75)	0	21,500	24,555	(3,055)	(14)
Office Supplies & Equipment	38,500	34,848	3,652	9	39,500	25,189	14,311	36
Computer Equip & Supplies	41,000	32,600	8,400	20	41,000	37,973	3,027	7
Operating Supplies	57,500	50,785	6,715	12	61,000	43,545	17,455	29
Other Equipment & Repairs	46,000	45,325	675	1	45,500	38,793	6,707	15
Professional Services - Legal	280,000	422,419	(142,419)	(51)	265,000	248,443	16,557	6
Professional/Outside Services	679,000	528,634	150,366	22	640,000	520,384	119,616	19
Utilities	411,500	377,030	34,470	8	406,500	360,649	45,851	11
Dredging Related Expenses	248,500	258,282	(9,782)	(4)	244,500	208,895	35,605	15
Total General Expenses	\$ 3,675,900	\$ 3,789,109	\$ (113,209)	(3) %	\$ 3,540,500	\$ 3,416,349	\$ 124,151	4 %
Non-Operating Expenses								
Interest Expense	530,000	517,898	12,102	2	440,000	425,094	14,906	3
Bond Issuance Cost	64,000	54,166	9,834	15	0	0	0	0
Loss on Sale/Retirement of Asse	0	4,592	(4,592)	0	0	288,562	(288,562)	0
Total Non-oper. Expenses	\$ 594,000	\$ 576,656	\$ 17,344	3 %	\$ 440,000	\$ 713,656	\$ (273,656)	(62) %
TOTAL EXPENSES	\$ 8,380,000	\$ 8,252,394	\$ 127,606	2 %	\$ 7,758,956	\$ 7,976,438	\$ (217,482)	(3) %

Ventura Port District
ATTACHMENT 2
Budget Analysis - Current Year and Prior Year
For the Period Ended June 30, 2019

	Current Year Annual Budget	Current Year YTD Activity	Current Year Remaining Budget
CAPITAL IMPROVEMENTS / EQUIPMENT			
Automotive	70,000	65,937	4,063
Assets-Automotive	50,000	47,900	2,100
Assets -Fish Pier Crane/Hoist	150,000	47,878	102,122
Assets-Pay&Display machine	35,000	0	35,000
Assets-Harbor Cove Monument Si	15,000	8,714	6,286
Assets-Bike Racks	15,000	15,000	0
Assets-Dive Pool Glass Wall	55,000	15,750	39,250
Assets-Village roof system	0	141,656	(141,656)
Assets-VHV Fish Pier Improv	575,000	431,174	143,826
Assets-1559 Improve-Choc Store	180,000	100,000	80,000
Assets-Vlg Parkinglot Trash Enclo	80,000	0	80,000
Assets-Village Painting	450,000	25,255	424,745
Assets-Harbor Cove Lot Pavers	18,000	0	18,000
Assets-Parkinglot repairs&slurry	0	6,181	(6,181)
Assets-BS Tap Room Renovation	454,000	0	454,000
Assets-ADA Restroom Improv-159	190,000	59,624	130,376
Assets-NPS Seismic Evaluation	25,000	0	25,000
Assets-1583 Main Sewer Line	50,000	17,152	32,848
Assets-Village Fiber Optics	70,000	52,500	17,500
Assets-Harbor Parking Study	25,000	0	25,000
Assets-Dry Storage Reconfigurati	115,000	9,310	105,690
Assets-VHV Marina Part G&H Doc	<u>2,000,000</u>	<u>710,606</u>	<u>1,289,394</u>
Total Capital Improvements	\$ 4,622,000	\$ 1,754,637	\$ 2,867,363

ATTACHMENT 2

Ventura Port District Balance Sheet For the Period Ended June 30, 2019

CURRENT ASSETS

Cash in Banks	4,784,674
Accounts Receivable	243,254
Intercompany Receivable-Grant Fund	135,000
Taxes Receivable	50,738
Interest Receivable	111,492
Prepaid Expenses	408,096
Inventory of supplies	65,342
TOTAL CURRENT ASSETS	<u>\$5,798,596</u>

RESTRICTED ASSETS

Cash - Dredging	3,000,000
Cash - Improvement	4,964,038
Cash - Fisheries Complex	165,966
Cash - Project Fund-Village Marina	4,065,602
TOTAL RESTRICTED ASSETS	<u>\$12,195,606</u>

FIXED ASSETS

Land	2,342,629
Harbor Improvements	38,643,394
Equipment	1,873,962
	<u>42,859,985</u>
Accumulated depreciation	(17,624,034)
NET FIXED ASSETS	<u>\$25,235,951</u>

TOTAL ASSETS **\$43,230,153**

DEFERRED OUTFLOWS OF RESOURCES

Deferred amount on refundings	214,926
Deferred amount on pension plan	1,308,626
TOTAL DEFERRED OUTFLOWS OF RESOURCES	<u>\$1,523,552</u>

**TOTAL ASSETS AND DEFERRED
OUTFLOWS OF RESOURCES**

\$44,753,705

CURRENT LIABILITIES

Accounts Payable	844,026
Accrued Interest Payable	163,570
Current Portion of Long Term Debt	921,885
Current Portion OPEB Liability	10,962
Accrued Liabilities	59,102
Current Portion of Compensated Absences	151,388
TOTAL CURRENT LIABILITIES	<u>\$2,150,933</u>

LONG TERM DEBT

ltd - Notes Payable	15,016,796
TOTAL LONG TERM DEBT	<u>\$15,016,796</u>

OTHER LIABILITIES

OPEB Liability-Long Term	1,204,222
Compensated Absences-Long Term	108,564
Net Pension Liability	3,617,141
Unearned Revenue	162,722
Security Deposits	273,093
TOTAL OTHER LIABILITIES	<u>\$5,365,742</u>

TOTAL LIABILITIES **\$22,533,471**

EQUITY

Contributed Capital	4,632,128
Retained Earnings-Reserved	645,536
Retained Earnings- Unreserved	15,580,298
Current Year Retained Earnings	1,204,660
TOTAL EQUITY	<u>\$22,062,622</u>

DEFERRED INFLOW OF RESOURCES

Deferred amount from pension plan	157,612
TOTAL DEFERRED INFLOW OF RESOURCES	<u>\$157,612</u>

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

\$44,753,705

Monthly Report
(Unaudited)

ATTACHMENT 2

Ventura Port District Cashflow Statement As of June 30, 2019

Enterprise Fund (Includes Grant & Project Fund)

Operating Income	8,552,432
Non-Operating Income	1,942,431
Total Income	<u>\$ 10,494,863</u>
Operating Expenses	8,714,215
Non-Operating Expenses	576,656
Total Expenses	<u>\$ 9,290,871</u>
Change in Net Position-Accrual Basis	\$ 1,203,992
Cashflows for Capital and Financing Activities:	
Principle paid on debt	(921,885)
New Debt acquired (change in Long Term portion)	4,596,381
Deferred amount on refundings	26,567
Acquisitions/Retirements of Capital Assets	<u>(1,754,641)</u>
Net Cash provided (used) by Capital & Financing	\$ 1,946,422
Operating Income Adjustments:	
Depreciation/Impairment of assets	866,138
(Increase)decrease in receivables	22,945
(Increase)decrease in prepaid Items	(372,442)
Increase(decrease) in current debt serv/interest	67,785
Increase(decrease) in payables	627,792
Increase(decrease) in unearned revenue	(57,928)
Increase (decrease) in tenant deposits	<u>(10,653)</u>
Net Cash provided by Operating Activities	\$ 1,143,637
NET Increase (Decrease) in Cash	\$ 4,294,051
Add: Beginning Cash 7/1/18	\$ 12,715,381
Ending Cash at 6/30/19	\$ 17,009,432

Monthly Report
(Unaudited)

ATTACHMENT 2

Ventura Port District Distribution of Cash as of June 30, 2019

<u>Enterprise Fund</u>	Current Balance
<u>Cash</u>	
Cash on Hand (undeposited)	1,371
Cash in Checking (Wells Fargo Bank)	359,886
Cash in County Treasury	<u>17,781</u>
Total Cash Available for Normal Operations	\$ 379,038
 <u>Investments Unrestricted Reserves</u>	
Local Agency Investment Fund (LAIF)	<u>4,026,293</u>
Total Investments Unrestricted Reserves	\$ 4,026,293
 <u>Dredging Reserves</u>	
Local Agency Investment Fund (LAIF)	<u>3,000,000</u>
Total Dredging Reserves	\$ 3,000,000
 <u>Capital Improvement Reserves</u>	
Local Agency Investment Fund (LAIF)	<u>4,964,038</u>
Total Capital Improvement Reserves	\$ 4,964,038
 <u>Fisheries Complex Reserves</u>	
Local Agency Investment Fund (LAIF)	<u>165,966</u>
Total Fisheries Complex Reserves	\$ 165,966
 <u>Aquaculture Grant Funds</u>	
Cash in Checking (Wells Fargo Bank)	<u>29,151</u>
Total Aquaculture Grant Funds	\$ 29,151
 <u>Project Fund - Village Marina</u>	
Cash in Checking (Wells Fargo Bank)	379,344
Local Agency Investment Fund (LAIF)	<u>4,065,602</u>
Total Project Fund Village Marina	\$ 4,444,946
 TOTAL CASH AND INVESTMENTS	 <u>\$ 17,009,432</u>

Monthly Report
(Unaudited)

ATTACHMENT 2

Ventura Port District Comparison of Lease Rent

	Year to Date Ended <u>6/30/2019</u>	Year to Date Ended <u>6/30/2018</u>	Increase (Decrease)	
Parcel Leases				
Ventura Harbor Marine Assoc	220,939	223,385	(2,446)	-1%
Dave's Fuel Dock	9,119	9,839	(720)	-7%
Sheraton 4 Points-Harbortown	518,970	509,704	9,266	2%
Harbortown Point	72,902	73,751	(849)	-1%
Oceans West Marina	330,297	321,359	8,938	3%
Ventura Isle Marina	779,661	768,445	11,216	1%
Ventura Marina Mobile Park	509,079	467,751	41,328	9%
Ventura West Marina	545,503	533,506	11,997	2%
Ventura Yacht Club	129,161	124,449	4,712	4%
Vta Harbor Boatyard	400,155	339,717	60,438	18%
Portside Partners Ventura Harbor	300,000	300,000	0	0%
Total Parcel Lease	<u>3,815,786</u>	<u>3,671,906</u>	<u>143,880</u>	4%
Appreciation rent & Option Fee	<u>-</u>	<u>-</u>	<u>0</u>	
Total Parcel Leases	3,815,786	3,671,906	143,880	4%
Ventura Harbor Village				
Retail Rents	509,483	512,909	(3,426)	-1%
Restaurant Rents	1,167,514	1,094,003	73,511	7%
Office Rents	697,426	647,010	50,416	8%
Charters	398,697	388,557	10,140	3%
Total Village	<u>2,773,120</u>	<u>2,642,479</u>	<u>130,641</u>	5%
Commercial Fishing	255,335	353,331	(97,996)	-28%
TOTAL	6,844,241	6,667,716	176,525	3%

Monthly Report
(Unaudited)

ATTACHMENT 2

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

	Quarter Ending June 30th			Year-To-Date June 30th			% change FY17-18 to Current Yr
	2016-17	2017-18	Current	2016-17	2017-18	Current	
<u>Operating Income</u>							
Parcel Leases	788,608	858,354	916,841	3,374,925	3,671,906	3,815,786	4%
Option Fee	-	-	-	1,202,500	-		
Dry Storage	29,845	8,584	450	121,386	102,075	1,800	-98%
Other Operating	38,676	36,272	37,145	199,434	174,301	339,630	95%
Harbor Village Leases	642,997	671,686	699,816	2,505,080	2,642,478	2,773,120	5%
Commercial Fishing	70,650	26,306	43,147	274,297	353,331	255,335	-28%
Slips	228,801	238,350	175,472	892,170	898,425	832,141	-7%
CAM	83,209	84,176	85,492	336,747	335,366	352,482	5%
Marketing	25,290	25,750	26,832	99,620	102,557	108,476	6%
Electrical Slips	8,369	1,193	2,430	32,160	16,991	10,247	-40%
Other Operating	29,853	20,053	16,411	66,050	58,823	63,415	8%
Total Operating Income	1,946,298	1,970,724	2,004,036	9,104,369	8,356,253	8,552,432	2%
<u>Operating Expenses</u>							
Harbor Patrol	370,807	276,090	299,273	1,252,244	1,234,153	1,290,132	5%
Maintenance	378,829	771,896	454,545	1,234,391	1,689,204	1,483,797	-12%
Administration	431,426	475,343	939,893	1,827,002	2,000,208	2,651,643	33%
Marina	176,395	212,400	194,828	670,160	716,824	708,382	-1%
C A M	182,365	194,081	189,326	764,905	788,507	769,632	-2%
Marketing	152,494	132,298	141,381	466,147	495,568	513,872	4%
Dredging	63,496	50,265	68,096	219,029	208,895	258,281	24%
Total Operating Expenses	1,755,812	2,112,373	2,287,342	6,433,878	7,133,359	7,675,739	8%
NET OPERATING INCOME	190,486	(141,649)	(283,306)	2,670,491	1,222,894	876,693	-28%
<u>Non-operating Income</u>							
Interest	29,322	63,798	138,200	88,530	156,514	439,790	181%
Taxes	467,681	490,844	536,835	1,145,346	1,218,747	1,317,924	8%
Other	50,622	6,973	8,775	65,103	28,577	13,047	-54%
Total Non-operating Income	547,625	561,615	683,810	1,298,979	1,403,838	1,770,761	26%
<u>Non-Operating Expenses</u>							
Depreciation	203,315	232,538	202,903	842,365	895,689	866,138	-3%
Debt Service	6,642	(4,418)	6,642	436,294	425,094	572,064	35%
Other	-	288,562	-	-	288,562	4,592	
Total Non-operating Expenses	209,957	516,682	209,545	1,278,659	1,609,345	1,442,794	-10%
NET NON-OPER. INCOME	337,668	44,933	474,265	20,320	(205,507)	327,967	-260%
NET CHANGE IN POSITION	528,154	(96,716)	190,959	2,690,811	1,017,387	1,204,660	18%

Monthly Report
(Unaudited)

ATTACHMENT 3

Ventura Port District
Aquaculture Fisheries Study Grant Fund
Statement of Income, Expense and Change in Net Position
For the Period Ended June 30, 2019

INCOME	
VSE Grant Reimbursement	171,670
TOTAL INCOME	\$171,670
 EXPENSES	
Legal-VSE Grant	47,262
Professional Services	119,908
Miscellaneous Expenses	5,168
TOTAL EXPENSES	\$172,338
 CHANGE IN NET POSITION	 (668.00)

Monthly Report
(Unaudited)

ATTACHMENT 3

**Ventura Port District
Aquaculture Fisheries Study Grant Fund
Balance Sheet
For the Period Ended June 30, 2019**

CURRENT ASSETS

Cash in Banks	29,151
Accounts Receivable-Grant	123,996
TOTAL CURRENT ASSETS	<u>\$153,147</u>

CURRENT LIABILITIES

Accounts Payable	18,815
Intercompany Payable-Enterprise Fund	135,000
TOTAL CURRENT LIABILITIES	<u>\$153,815</u>

LONG TERM ASSETS

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

EQUITY

Retained Earnings	0
Current Year Retained Earnings	(668)
TOTAL EQUITY	<u>\$ (668)</u>

	<u><u>\$153,147</u></u>
TOTAL ASSETS	

TOTAL LIABILITIES AND EQUITY	<u><u>\$153,147</u></u>
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Monthly Report
(Unaudited)

ATTACHMENT 3

Ventura Port District Ventura Shellfish Enterprise 2018 Sea Grant

Ventura Shellfish - Recap - Year 1 of 2018 Grant

Grant Funding

	<u>Grant</u>	<u>Billed</u>	<u>Remaining</u>	<u>Comments</u>
Plauche Carr-Legal - Task 4	40,000.00	40,000.00	-	
Dudek - Task 5 - Enviornmental Review	108,610.00	83,995.97	24,614.03	thru 6/30/19
Scott Lindell - Task 7	10,250.00		10,250.00	Grower/Producer Compliance Training
Blake Stok - Task 7	11,000.00		11,000.00	
	<u>\$ 169,860.00</u>	<u>\$ 123,995.97</u>	<u>\$ 45,864.03</u>	

Services thru 6/30/19

Direct costs to District

	<u>Contract/Budget</u>	<u>Billed</u>	<u>Remaining</u>	<u>Comments</u>
Plauche & Carr	29,000.00	4,933.22	24,066.78	thru 6/30/19
Dudek - 9% & Project Management Support	100,000.00	7,419.62	92,580.38	thru 6/30/19
Maine Marine Composites - Engineering Serv	15,150.00	8,250.00	6,900.00	Evaluate the performance of mussel longline system under specific conditions
Misc - Engineering Services	1,750.00	1,638.00	112.00	
Braitman & Associates	2,400.00	1,360.00	1,040.00	
Conferences/Travel/Meetings/Supplies	1,000.00	3,446.86	(2,446.86)	
	<u>\$ 149,300.00</u>	<u>\$ 27,047.70</u>	<u>\$ 98,185.52</u>	

Services thru 6/30/19

In-Kind Contributions

	<u>Grant Requirement</u>	<u>Submitted</u>	<u>Remaining</u>	<u>Comments</u>
2018 Year 1 Grant Requirement				
Ashworth, Ev & Brooke	48,900.00	33,620.00	15,280.00	
Bush, Doug	27,360.00	2,755.00	24,605.00	
Imondi, Ralph	12,800.00	4,650.00	8,150.00	
Parsons, Richard	10,000.00	4,500.00	5,500.00	
Pendleton, Brian	24,245.00	22,115.00	2,130.00	
Santschi, Linda	12,800.00	4,750.00	8,050.00	
	<u>\$ 136,105.00</u>	<u>\$ 72,390.00</u>	<u>\$ 63,715.00</u>	

In-Kind Contribution thru 6/30/19

ATTACHMENT 4

Accounts Payable Check Register - April 2019

Ventura Port District

08/07/19

Wells Fargo Enterprise Account

<u>Check</u>	<u>Date</u>	<u>Payee</u>	<u>Name</u>	<u>Description</u>	<u>Amount</u>	<u>Voided Amount</u>
49797	04/03/19	6446	PowerHouse Construction Inc.	Pavers-Harbor Cove, TI-1575#108, curbs-1559, replace 18 doors	68,400.00	
49798	04/03/19	7434	Southern Calif. Edison	Utilities	1,322.38	
49799	04/05/19	1004	Multi Business Systems	Accounts Payable window envelopes	265.53	
49800	04/05/19	1036	Accurate First Aid Services	Replenish first aid stations	228.01	
49801	04/05/19	1045	ADT Security Services	NPS alarm service	179.85	
49802	04/05/19	1060	AFLAC	Salary reduction benefit	1,512.98	
49803	04/05/19	1440	Beacon Marine Chandlery Inc	Operating supplies	6.23	
49804	04/05/19	1663	Burons Preferred Pumping Inc.	Quarterly grease trap/main sewer line maintenance	2,590.00	
49805	04/05/19	1676	Carquest Auto Parts	Auto maintenance	78.29	
49806	04/05/19	1679	Carpi & Clay	Washington lobbyist	5,000.00	
49807	04/05/19	1725	CED (Consolidated Electrical Distributors) - Shop stock		57.81	
49808	04/05/19	1915	Cintas Corp #684	Uniform rental/cleaning, door mats, rags	270.41	
49809	04/05/19	2174	Dan Harding	Marketing-advertising	212.50	
49810	04/05/19	2604	E.J. Harrison & Sons Inc.	Trash service	7,339.22	
49811	04/05/19	2751	Empire Cleaning Supply	Janitorial supplies	550.30	
49812	04/05/19	2935	Farmer Bros. Co	Coffee supplies	383.99	
49813	04/05/19	2986	Ferguson Enterprises Inc.	Repair toilet in Harbor Patrol restroom	162.91	
49814	04/05/19	3100	Flooring 101	Flooring - 1591 Spinnaker Dr. # 201	4,829.05	
49815	04/05/19	3155	Franchise Tax Board	Employee payroll deduction	452.65	
49816	04/05/19	3155	Franchise Tax Board	Employee payroll deduction	150.00	
49817	04/05/19	3490	Grainger Inc.	Village doors, faucet, stock, misc. operating supplies	2,378.79	
49818	04/05/19	3592	Hansen's Plumbing, Inc.	Main sewer line repairs-1691 Spinnaker Dr.	2,287.50	
49819	04/05/19	4057	Health & Human Resource Center -	Employee Assistance Program (EAP)	187.56	
49820	04/05/19	4247	Jani-King of CA Inc.	Janitorial service in Village, VPD headquarters	5,417.90	
49821	04/05/19	5016	Lowe's	Ceiling tiles-1559, sink & faucet hardware-TI-1591 Spinnaker # 201,	932.37	
49822	04/05/19	5210	McCormix Corp.	Fuel for maintenance vehicles	1,223.86	
49823	04/05/19	5213	McMaster-Carr	VPD-shop stock	12.89	
49824	04/05/19	5298	Michael J. Smith	Marketing Village entertainment	300.00	
49825	04/05/19	5505	Muzicraft Inc.	Ambient music in Village	525.00	
49826	04/05/19	5625	ReadyRefresh	Bottled water service	163.29	
49827	04/05/19	6030	3Digit Media	Marketing-advertising	2,650.00	
49828	04/05/19	6178	PERS Long Term Care Program	Salary reduction benefit	224.37	
49829	04/05/19	6865	Rasmussen & Associates Inc	Professional service - ADA restrooms - 1591 Spinnaker Dr.	305.00	
49830	04/05/19	7410	Smith Pipe & Supply Inc.	Village landscape	440.45	
49831	04/05/19	7572	Standard Insurance Company	Group Term Life/Long-term Disability	3,363.72	
49832	04/05/19	7768	ThyssenKrupp Elevator Corp	Elevator load test - 1591 Spinnaker Dr.	1,880.00	

ATTACHMENT 4

Wells Fargo Enterprise Account

<u>Check</u>	<u>Date</u>	<u>Payee Name</u>	<u>Description</u>	<u>Amount</u>	<u>Voided Amount</u>
49833	04/05/19	8246 Ventura Locksmiths	Lock sets and re-key outside restrooms	614.36	
49834	04/05/19	8266 Ventura Harbor Marine Fuel	Fuel - small tractor rental	18.05	
49835	04/05/19	8551 Williams Automotive Inc.	Brake inspection - maintenance truck M43	54.50	
49836	04/05/19	11415 Alertline Communications	Elevator phone service	630.00	
49837	04/05/19	14221 Batteries Plus - Ventura	Port shop stock, Battery replacement at elevator-1559 Spinnaker Dr.	107.53	
49838	04/05/19	16181 Brian Pendleton	C.M.A.N.C.(Calif. Marine Affairs& Navigation) Mileage reimbursement	30.27	
49839	04/05/19	17700 Cal Termite & Pest Control	Village maintenance	1,575.00	
49840	04/05/19	19252 City of Ventura	Trash service	100.00	
49841	04/05/19	20021 Coastal View News	Marketing-advertising	370.00	
49842	04/05/19	20200 CoStar Realty Information, Inc	Leasing marketing data software	995.60	
49843	04/05/19	25351 Dudek	VSE Aquaculture not reimbursed by grant	1,122.24	
49844	04/05/19	25395 Dustin Janson	Marketing Village entertainment	300.00	
49845	04/05/19	42419 Jack Peck	Marketing Village entertainment	300.00	
49846	04/05/19	42471 JaniTek Cleaning Solutions	Janitorial service for National Park Service offices	1,789.60	
49847	04/05/19	50071 LoopNet	Internet leasing advertising	369.95	
49848	04/05/19	54455 Mr. Painting, Inc.	Paint Marina office, 1583 walkways, Stucco repairs - 1449,1583	11,250.00	
49849	04/05/19	61991 P & R Paper Supply Co.	Janitorial supplies	1,485.12	
49850	04/05/19	69104 RGSE Inc. Structural Engineers	Seismic evaluation of 1431 and 1691 Spinnaker Dr. buildings	12,500.00	
49851	04/05/19	70075 Ricoh USA, Inc.	Copier page charges - Admin/Marketing	235.16	
49852	04/05/19	70281 Ring Central Inc	Phone service	1,007.01	
49853	04/05/19	76012 Sunbelt Rentals, Inc.	Dozer rental-sand removal from parking lot & street to replenish beach	4,318.45	
49854	04/05/19	76014 Sun Life Financial	Dental insurance premiums	1,329.07	
49855	04/05/19	82201 Valley Scene Magazine	Marketing-advertising	630.00	
49856	04/05/19	82471 Ventura Rental Party Center	Marketing-event production	242.27	
49857	04/05/19	84570 Vision Service Plan-(CA)	Employee vision plan	760.49	
49858	04/05/19	85219 West Marine Pro	Stock - boat supplies	215.30	
49859	04/05/19	85601 Zero Waste USA	Operating supplies-mutt mitts	775.67	
49860	04/17/19	4852 Garland/DBS, Inc ** Voided **	Printing error		42,012.75
49861	04/17/19	8251 Ventura Water ** Voided **	Printing error		304.44
49862	04/17/19	20042 Commissioned Desserts LLC	TI contribution - 1559 Spinnaker #109 - payment # 1, per lease	50,000.00	
49863	04/17/19	32750 Garland/DBS, Inc	Final payment for Village roof project	140,440.87	
49864	04/17/19	4852 Lagerlof Senecal Gosney	Legal services	42,012.75	
49865	04/17/19	8251 Ventura Water	Utilities	304.44	
49866	04/19/19	1378 BC Tree Service Inc	Village tree trimming	2,250.00	
49867	04/19/19	1440 Beacon Marine Chandlery Inc	Supplies for dock	45.23	
49868	04/19/19	1915 Cintas Corp #684	Uniform rental/cleaning, door mats, rags	675.50	
49869	04/19/19	2092 Cummins-Allison Corporation	Marketing-advertising	400.69	
49870	04/19/19	2099 Custom Embroidery	Uniforms - Courtesy Patrol, Sun hats-Maintenance	312.26	
49871	04/19/19	2100 CyberCopy ** Voided **	Issued from incorrect checking account		56.75

ATTACHMENT 4

Wells Fargo Enterprise Account

<u>Check</u>	<u>Date</u>	<u>Payee</u>	<u>Name</u>	<u>Description</u>	<u>Amount</u>	<u>Voided Amount</u>
49872	04/19/19	2331	Dial Security Inc	Courtesy Patrol coverage	2,209.38	
49873	04/19/19	2448	Downtown Ventura Partners	Marketing-advertising	400.00	
49874	04/19/19	2604	E.J. Harrison & Sons Inc.	Trash service	796.87	
49875	04/19/19	3050	All That's Fit to Print	Marketing-ad production	217.50	
49876	04/19/19	3100	Flooring 101	TI-Flooring - 1575 Spinnaker Dr. #108, per lease	6,621.57	
49877	04/19/19	3155	Franchise Tax Board	Employee payroll deduction	150.00	
49878	04/19/19	3155	Franchise Tax Board	Employee payroll deduction	452.65	
49879	04/19/19	3457	Gov't Finance Officers Assoc.	Webinar training	85.00	
49880	04/19/19	3490	Grainger Inc.	Safety supplies	111.71	
49881	04/19/19	3492	Green Thumb International	Village landscaping	88.49	
49882	04/19/19	3592	Hansen's Plumbing, Inc.	Dock repairs	1,450.00	
49883	04/19/19	4057	Health & Human Resource Center -	Employee Assistance Program (EAP)	187.56	
49884	04/19/19	4295	Jensen Design & Survey Inc.	Professional service - paving project	838.04	
49885	04/19/19	4742	Kratos Construction	LED lights installed - 1567 & 1583 Spinnaker Dr.	6,070.00	
49886	04/19/19	5190	Matilija Water	Reverse osmosis water system	46.00	
49887	04/19/19	5210	McCormix Corp.	Fuel for maintenance vehicles	361.08	
49888	04/19/19	5213	McMaster-Carr	Misc. hardware for repairs	1,326.75	
49889	04/19/19	5505	Muzicraft Inc.	Ambient music in Village	329.50	
49890	04/19/19	5632	MJP Technologies, Inc	IT services for SPAM filtering	220.00	
49891	04/19/19	5744	Noble Consultants Inc.	Fish Pier -Crane replacement and deck repairs	2,223.00	
49892	04/19/19	6030	3Digit Media	Marketing-advertising	955.00	
49893	04/19/19	6178	PERS Long Term Care Program	Salary reduction benefit	224.37	
49894	04/19/19	6194	Pacific Oil Company	Used oil pick-up & disposal	629.75	
49895	04/19/19	6201	Pamela Griffin	Wellness program instructor	120.00	
49896	04/19/19	6409	Plauche & Carr	VSE Aquaculture	810.00	
49897	04/19/19	6470	LegalShield	Salary reduction benefit	124.55	
49898	04/19/19	7000	Richard Parsons	Dredging/Project Management services	11,199.02	
49899	04/19/19	7029	Robert Weinerth	Reimbursement - EMT recertification	232.50	
49900	04/19/19	7346	Shell Gas ** Voided **	Wrong vendor entered		747.73
49901	04/19/19	7410	Smith Pipe & Supply Inc.	Village planters, landscape	241.35	
49902	04/19/19	7777	The Signal	Marketing-advertising	625.00	
49903	04/19/19	8233	Venco Power Sweeping, Inc	Monthly Village parking lot & fish pier sweeping	130.00	
49904	04/19/19	8241	Ventura County Star	Marketing-advertising	4,066.20	
49905	04/19/19	8267	Ventura Harbor Marina & Yacht	Routine boat maintenance on boat B17	144.45	
49906	04/19/19	8453	Virtual Pacific Networks	IT Services	110.00	
49907	04/19/19	16161	Brian Brennan	C.M.A.N.C.(Calif. Marine Affairs& Navigation) expense reimbursement	1,037.40	
49908	04/19/19	17700	Cal Termite & Pest Control	Village maintenance	375.00	
49909	04/19/19	42919	Jessica Howard	Marketing-event production	150.00	
49910	04/19/19	44132	Joseph M. Ramieri	Marketing Village entertainment	300.00	

ATTACHMENT 4

Wells Fargo Enterprise Account

<u>Check</u>	<u>Date</u>	<u>Payee</u>	<u>Name</u>	<u>Description</u>	<u>Amount</u>	<u>Voided Amount</u>
49911	04/19/19	51891	Matthew Relis	Marketing Village entertainment	300.00	
49912	04/19/19	54455	Mr. Painting, Inc.	Refurbish Village glass wall, LED install -1567 Spinnaker Dr.	7,100.00	
49913	04/19/19	61991	P & R Paper Supply Co.	Janitorial supplies	730.55	
49914	04/19/19	70075	Ricoh USA, Inc.	Copier lease	741.91	
49915	04/19/19	70281	Ring Central Inc	Phone service	1,002.83	
49916	04/19/19	74343	Somerville Associates	Marketing public relations services	2,000.00	
49917	04/19/19	75351	Spearhead Locating Serv., Inc	Locate utility lines at 1591 Spinnaker Dr. for Village dock project	375.00	
49918	04/19/19	76015	Sunridge Landscape Maint., Inc	Entry landscaping	980.00	
49919	04/19/19	76018	SupplyWorks	VPD shop stock	198.91	
49920	04/19/19	76705	Swift Chip, Inc	Public relations services	9,450.00	
49921	04/19/19	78692	TBC Media	Marketing-advertising	800.00	
49922	04/19/19	82270	Venegas Steel Works, Inc	Village steel trimming	3,250.00	
49923	04/19/19	85445	William Schneider	Entertainment/music	300.00	
49924	04/19/19	7346	Shell Fleet Plus	Harbor Patrol vehicle fuel	54.16	
49925	04/19/19	85123	WEX Bank	Harbor Patrol vehicle fuel	693.57	
49926	04/25/19	8244	Ventura Harbor Storage	Fishermen's storage/net repair area	6,296.40	
Total Enterprise Account Check Register					<u>\$475,785.21</u>	<u>\$43,121.67</u>

Wells Fargo Grant Account

<u>Check</u>	<u>Date</u>	<u>Payee</u>	<u>Name</u>	<u>Description</u>	<u>Amount</u>	<u>Voided Amount</u>
1079	04/05/19	25351	Dudek	VSE Aquaculture Grant	13,128.96	
1080	04/19/19	6409	Plauche & Carr	VSE Aquaculture Grant	3,690.00	
Total Grant Account Check Register					<u>\$16,818.96</u>	<u>\$0.00</u>

Wells Fargo Project Account

<u>Check</u>	<u>Date</u>	<u>Payee</u>	<u>Name</u>	<u>Description</u>	<u>Amount</u>	<u>Voided Amount</u>
1008	04/19/19	5744	Noble Consultants Inc.	Dock Rehab Engineering & oversight- C, D,G,H	936.00	
1009	04/19/19	2100	CyberCopy Inc.	Docks - CAD scanned copies	56.75	
1010	04/24/19	19252	City of Ventura	City permit fees - dock project	15,111.30	
Total Dock Project Account Check Register					<u>\$16,104.05</u>	<u>\$0.00</u>
Total All Check Registers					<u><u>\$508,708.22</u></u>	<u><u>\$43,121.67</u></u>

ATTACHMENT 4

Accounts Payable Check Register - May 2019

Ventura Port District

08/08/19

Wells Fargo Enterprise Account

<u>Check</u>	<u>Date</u>	<u>Payee</u>	<u>Name</u>	<u>Description</u>	<u>Amount</u>	<u>Voided Amount</u>
49927	05/01/19	8251	Ventura Water ** Voided **	Check stub used to list invoices		0.00
49928	05/01/19	8251	Ventura Water	Utilities	31,561.17	
49929	05/02/19	7434	Southern Calif. Edison ** Voided **	Check stub used to list invoices		0.00
49930	05/02/19	7434	Southern Calif. Edison	Utilities	11,921.37	
49931	05/03/19	1036	Accurate First Aid Services	Replenish first aid stations	254.71	
49932	05/03/19	1049	Adams Printing & Graphic	Advertising and promotion	1,777.88	
49933	05/03/19	1060	AFLAC	Salary reduction benefit	1,357.11	
49934	05/03/19	1154	Alejandra's Nursery	Village landscaping	487.40	
49935	05/03/19	1440	Beacon Marine Chandlery Inc	Bench hardware	161.30	
49936	05/03/19	1676	Carquest Auto Parts	Auto maintenance	119.11	
49937	05/03/19	1750	Camco Breaker & Controls Inc	TI- Electrical panel - 1567 Spinnaker Dr. # 103	145.46	
49938	05/03/19	1915	Cintas Corp #684	Uniform rental/cleaning, door mats, rags	410.08	
49939	05/03/19	2100	CyberCopy Inc.	Copies- Derrick Crane	21.10	
49940	05/03/19	2331	Dial Security Inc	Courtesy Patrol coverage	1,000.00	
49941	05/03/19	2604	E.J. Harrison & Sons Inc.	Trash service	8,590.45	
49942	05/03/19	2751	Empire Cleaning Supply	Janitorial supplies	520.60	
49943	05/03/19	2935	Farmer Bros. Co	Coffee supplies	179.08	
49944	05/03/19	3100	Flooring 101	Elevator flooring install - 1559 Spinnaker Dr.	379.43	
49945	05/03/19	3155	Franchise Tax Board	Employee payroll deduction	452.65	
49946	05/03/19	3155	Franchise Tax Board	Employee payroll deduction	150.00	
49947	05/03/19	3490	Grainger Inc.	Village bathroom faucet, light, stock	998.96	
49948	05/03/19	3592	Hansen's Plumbing, Inc.	Service sewer line - 1567 Spinnaker Dr.	250.00	
49949	05/03/19	4742	Kratos Construction	LED lights installed - 1575 & 1583 Spinnaker Dr.	3,230.00	
49950	05/03/19	4943	Liebert Cassidy Whitmore	HR manual review	1,911.60	
49951	05/03/19	5016	Lowe's	TI's at 1575 Spinnaker Dr.	479.22	
49952	05/03/19	5050	MailFinance	VPD Office postage machine rental - quarterly	401.23	
49953	05/03/19	5162	ManagerPlus Solutions, LLC	Maintenance software tech support and upgrades	1,438.80	
49954	05/03/19	5210	McCormix Corp.	Fuel for maintenance vehicles	433.12	
49955	05/03/19	5213	McMaster-Carr	Misc. hardware, boat maintenance, shop stock	457.75	
49956	05/03/19	6178	PERS Long Term Care Program	Salary reduction benefit	448.74	
49957	05/03/19	6201	Pamela Griffin	Wellness program instructor	120.00	
49958	05/03/19	6283	Petty Cash Fund	Misc. supplies	55.07	
49959	05/03/19	6865	Rasmussen & Associates Inc.	Professional services-ADA restrooms - 1591 Spinnaker	1,052.50	
49960	05/03/19	7029	Robert Weinerth	Reimbursement for keys	22.53	
49961	05/03/19	7292	Sergio Gonzalez	Conference expense and mileage reimbursement	202.35	
49962	05/03/19	7296	Searle Creative Group	Marketing-social media web site design	3,063.75	

ATTACHMENT 4

Wells Fargo Enterprise Account

Check	Date	Payee	Name	Description	Amount	Voided Amount
49963	05/03/19	7410	Smith Pipe & Supply Inc.	Landscape supplies for Dry Storage lot	871.07	
49964	05/03/19	7768	ThyssenKrupp Elevator Corp	Village and VPD quarterly elevator service	4,263.16	
49965	05/03/19	7818	TOTALFUNDS	Postage	500.00	
49966	05/03/19	8233	Venco Power Sweeping, Inc	Monthly Village parking lot & fish pier sweeping	545.38	
49967	05/03/19	8519	Western Dredging Association	Annual membership	150.00	
49968	05/03/19	8534	HDS White Cap Const. Supply	Materials to install bench at Harbor Cove	109.46	
49969	05/03/19	19252	City of Ventura	Trash service	100.00	
49970	05/03/19	42471	JaniTek Cleaning Solutions	Janitorial service for National Park Service Offices	1,577.75	
49971	05/03/19	44150	Joe Beraldo	Advertising	200.00	
49972	05/03/19	45635	Karen Eden	Marketing Village entertainment	400.00	
49973	05/03/19	54455	Mr. Painting, Inc.	Exterior painting and repairs - 1559,1575,1583 Spinnaker Dr.	11,100.00	
49974	05/03/19	61991	P & R Paper Supply Co.	Janitorial supplies	783.91	
49975	05/03/19	62810	Peter Holguin Construction Inc	TI's and repairs - 1559 Spinnaker Dr.	1,800.00	
49976	05/03/19	70075	Ricoh USA, Inc.	Copier page charges - Admin/Marketing	202.11	
49977	05/03/19	76018	SupplyWorks	VPD stock shop - door closers	768.50	
49978	05/03/19	76600	Silhouettes Salon	Lease related TI reimbursement of fan	3,998.00	
49979	05/03/19	79580	Tremco/Weatherproofing	Repair and seal roof leak due to HVAC system install	1,070.00	
49980	05/03/19	82201	Valley Scene Magazine	Marketing-advertising	630.00	
49981	05/03/19	82230	Vanise Terry	Marketing Village entertainment	300.00	
49982	05/03/19	82471	Ventura Rental Party Center	Marketing-event production	180.00	
49983	05/03/19	84570	Vision Service Plan-(CA)	Employee vision plan	727.78	
49984	05/03/19	85219	West Marine Pro	VPD shop stock	12.04	
49985	05/03/19	1915	Cintas Corp #684	Uniform rental/cleaning, door mats, rags	265.42	
49986	05/03/19	7572	Standard Insurance Company	Group Term Life/Long-term Disability	3,347.74	
49987	05/03/19	4831	LA Partyworks Inc.	Marketing-event production-Pirates Day - deposit on performers	7,553.00	
49988	05/15/19	32750	Garland/DBS, Inc	Fish Pier resurfacing project - payment # 2	217,924.05	
49989	05/17/19	1037	Acorn Newspapers	Marketing-advertising	1,324.50	
49990	05/17/19	1153	Allstar Fire Equipment	Patrol fire gear	3,588.31	
49991	05/17/19	1440	Beacon Marine Chandlery Inc	Hardware	23.22	
49992	05/17/19	1725	CED (Consolidated Electrical Distributors) - VHV emergency lights-stock		391.93	
49993	05/17/19	1843	Certified Folder Display	Advertising	350.00	
49994	05/17/19	1915	Cintas Corp #684	Uniform rental/cleaning, door mats, rags	1,066.98	
49995	05/17/19	2029	Cover 2 Cover Music Inc.	Marketing Village entertainment	400.00	
49996	05/17/19	2031	County Of Ventura	Hazardous waste fee	675.40	
49997	05/17/19	2331	Dial Security Inc	Courtesy Patrol coverage	1,000.00	
49998	05/17/19	2448	Downtown Ventura Partners	Marketing-advertising	400.00	
49999	05/17/19	2604	E.J. Harrison & Sons Inc.	Trash service	350.93	
50000	05/17/19	2751	Empire Cleaning Supply	Janitorial supplies	505.64	

ATTACHMENT 4

Wells Fargo Enterprise Account

<u>Check</u>	<u>Date</u>	<u>Payee</u>	<u>Name</u>	<u>Description</u>	<u>Amount</u>	<u>Voided Amount</u>
50001	05/17/19	2936	Fast Signs	Misc. signs-dock improvement	2,065.36	
50002	05/17/19	2980	Fausset Printing, LLC	Marketing - event production - brochures	225.00	
50003	05/17/19	2983	Federal Express Corporation	Postage	10.61	
50004	05/17/19	2986	Ferguson Enterprises Inc.	Repairs - 1575 Spinnaker Dr. men's restroom	156.47	
50005	05/17/19	3050	All That's Fit to Print	Marketing-ad production	2,982.50	
50006	05/17/19	3155	Franchise Tax Board	Employee payroll deduction	452.65	
50007	05/17/19	3155	Franchise Tax Board	Employee payroll deduction	150.00	
50008	05/17/19	3490	Grainger Inc.	LED lights, stock	855.32	
50009	05/17/19	3592	Hansen's Plumbing, Inc.	Main sewer line repairs - 1567 Spinnaker Dr.	1,854.63	
50010	05/17/19	4225	J. W. Enterprises	ADA portable restrooms	712.69	
50011	05/17/19	4247	Jani-King of CA Inc.	Janitorial service in Village, VPD headquarters	5,342.90	
50012	05/17/19	5190	Matilija Water	Reverse osmosis water system	46.00	
50013	05/17/19	5213	McMaster-Carr	Hardware -Surfers Knoll	256.38	
50014	05/17/19	5231	Mendez Roofing Inc	Leak repairs - 1567 Spinnaker Dr.	400.00	
50015	05/17/19	5744	Noble Consultants Inc.	Fish Crane replacement	3,042.00	
50016	05/17/19	6194	Pacific Oil Company	Used oil pick-up & disposal	862.75	
50017	05/17/19	6195	Pacific Parking Systems	Annual service contract-launch ramp pay parking station	1,470.00	
50018	05/17/19	6409	Plauche & Carr	VSE Aquaculture	180.00	
50019	05/17/19	6470	LegalShield	Salary reduction benefit	124.55	
50020	05/17/19	7000	Richard Parsons	Dredging/Project Management services	10,296.39	
50021	05/17/19	7029	Robert Weinerth	Reimbursement for uniform supplies	199.87	
50022	05/17/19	7230	Sage	Annual renewal	1,107.00	
50023	05/17/19	7410	Smith Pipe & Supply Inc.	VPD landscaping supplies	179.06	
50024	05/17/19	7581	Steve Stafford	Marketing Village entertainment	300.00	
50025	05/17/19	7762	The Home Depot Pro	Building hardware, small tools, vacuum repair - 1691 laundry room	883.47	
50026	05/17/19	7768	ThyssenKrupp Elevator Corp	Elevator service - 1567 Spinnaker Dr.	735.00	
50027	05/17/19	8241	Ventura County Star	Marketing-advertising	2,865.61	
50028	05/17/19	8244	Ventura Harbor Storage	Fishermen's storage/net repair area	6,296.40	
50029	05/17/19	8246	Ventura Locksmiths	Locks at Launch ramp restrooms	556.85	
50030	05/17/19	8531	Whisenhunt Communication	Public relations services	1,935.00	
50031	05/17/19	10041	Murrieta Electric, Inc.	Building maintenance	495.00	
50032	05/17/19	11471	All Surface Construction Inc	Handicap signs, post - Ventura Harbor Storage	2,000.00	
50033	05/17/19	17730	Carpinteria Magazine	Marketing-advertising	995.00	
50034	05/17/19	17805	Certified Employment Screening	Pre-employment screening	105.90	
50035	05/17/19	19252	City of Ventura	Permit extension - 1591 Spinnaker Dr. # 113, 115	217.28	
50036	05/17/19	20200	CoStar Realty Information, Inc	Leasing marketing data software	995.60	
50037	05/17/19	25351	Dudek	VSE Aquaculture	1,396.30	
50038	05/17/19	31350	Foothill Communications, LLC	Patrol truck radios	7,653.34	

ATTACHMENT 4

Wells Fargo Enterprise Account

Check	Date	Payee	Name	Description	Amount	Voided Amount
50039	05/17/19	42471	JaniTek Cleaning Solutions	Janitorial service for National Park Service Offices	60.39	
50040	05/17/19	50071	LoopNet	Internet leasing advertising	369.95	
50041	05/17/19	51458	Macaroni Kid	Marketing-advertising	225.00	
50042	05/17/19	51810	Mark Groh	Reimbursement- Uniforms	138.51	
50043	05/17/19	51891	Matthew Relis	Marketing Village entertainment	300.00	
50044	05/17/19	61954	Pacific Marine Repair	Boat maintenance	290.00	
50045	05/17/19	61991	P & R Paper Supply Co.	Janitorial supplies	907.59	
50046	05/17/19	68551	Randalls Art	Marketing-event production	400.00	
50047	05/17/19	70075	Ricoh USA, Inc.	Copier lease	741.91	
50048	05/17/19	70281	Ring Central Inc	Phone service	1,002.83	
50049	05/17/19	70650	SWCA, Incorporated (Soil & Water Conservation Assist)	Routine testing-Harbor monitoring	7,312.68	
50050	05/17/19	74401	Southland Publishing	Marketing-advertising	350.00	
50051	05/17/19	76014	Sun Life Financial	Dental insurance premiums	1,391.89	
50052	05/17/19	76015	Sunridge Landscape Maint., Inc	Weed abatement	1,500.00	
50053	05/17/19	76705	Swift Chip, Inc	IT Services	9,557.74	
50054	05/17/19	79652	Traffic Technologies LLC	Temporary Village signage	105.60	
50055	05/17/19	85219	West Marine Pro	Boat parts, buoy cables and shackles	2,410.74	
50056	05/17/19	85261	West Coast Air Conditioning	VHV,VPD preventative maintenance	620.00	
50057	05/29/19	7434	Southern Calif. Edison ** Voided **	Check stub used to list invoices		0.00
50058	05/29/19	7434	Southern Calif. Edison	Utilities	8,950.73	
50059	05/31/19	1036	Accurate First Aid Services	Replenish first aid stations	205.33	
50060	05/31/19	1060	AFLAC	Salary reduction benefit	1,357.11	
50061	05/31/19	1625	Byrd Locksmithing Inc.	Replace/Rekey 3 doors - 1691 Spinnaker Dr.	1,150.88	
50062	05/31/19	1676	Carquest Auto Parts	Auto maintenance	45.55	
50063	05/31/19	1725	CED (Consolidated Electrical Distributers) -	LED lighting staircases, lamps, restrooms	5,088.51	
50064	05/31/19	1764	California J P I A	Pollution Liability Insurance for fiscal year 19-20	1,537.00	
50065	05/31/19	1764	California J P I A	All Risk Property Insurance for fiscal year 19-20	25,549.00	
50066	05/31/19	1915	Cintas Corp #684	Uniform rental/cleaning, door mats, rags	667.91	
50067	05/31/19	1925	City Of S. Buenaventura	Trash service	100.00	
50068	05/31/19	2009	Coastal Occupational Medical	Pre-employment screening	240.00	
50069	05/31/19	2174	Dan Harding	Marketing-advertising	50.00	
50070	05/31/19	2287	Dept. of Parks and Recreation	Lifeguard contract May - June	7,642.30	
50071	05/31/19	2287	Dept. of Parks and Recreation	Lifeguard contract July - November 2018	43,207.66	
50072	05/31/19	2331	Dial Security Inc	Courtesy Patrol coverage	1,000.00	
50073	05/31/19	2604	E.J. Harrison ** Voided **	Stop pay issued, vendor reported check lost		7,700.46
50074	05/31/19	2924	FMP Uniform Co.	Embroider and sew patch on Patrol uniform	34.48	
50075	05/31/19	2935	Farmer Bros. Co	Coffee supplies	252.49	
50076	05/31/19	2936	Fast Signs	ADA signage	162.72	

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Wells Fargo Enterprise Account

Check	Date	Payee	Name	Description	Amount	Voided Amount
50077	05/31/19	3050	All That's Fit to Print	Marketing-ad production	89.77	
50078	05/31/19	3155	Franchise Tax Board	Employee payroll deduction	452.65	
50079	05/31/19	3155	Franchise Tax Board	Employee payroll deduction	150.00	
50080	05/31/19	3490	Grainger Inc.	Village restroom hardware	595.28	
50081	05/31/19	3492	Green Thumb International	Village landscaping	173.51	
50082	05/31/19	3592	Hanson's Plumbing** Voided **	Wrong vendor entered		9,422.00
50083	05/31/19	4404	Jonathan Freeman	Uniform reimbursement	66.20	
50084	05/31/19	4742	Kratos Construction	VHV fiber optics, LED lights -1449 Spinnaker Dr.	6,935.00	
50085	05/31/19	4831	LA Partyworks ** Voided **	Re-issued in July with a negotiated discounted amount		5,750.00
50086	05/31/19	4831	LA Partyworks Inc.	Marketing-event production-Pirates Day - final payment on performers	8,264.00	
50087	05/31/19	4852	Lagerlof Senecal Gosney	Legal services	53,718.02	
50088	05/31/19	4943	Liebert Cassidy Whitmore	HR manual review	4,894.30	
50089	05/31/19	5016	Lowe's	Parts for small miscellaneous repairs	176.86	
50090	05/31/19	5172	Margarita Villa	TI-Flooring	7,978.93	
50091	05/31/19	5210	McCormix Corp.	Fuel for maintenance vehicles	739.29	
50092	05/31/19	5213	McMaster-Carr	Hardware- Harbor Cove, launch ramp	1,077.88	
50093	05/31/19	5505	Muzicraft Inc.	Ambient music in Village	329.50	
50094	05/31/19	5625	ReadyRefresh	Bottled water service	154.89	
50095	05/31/19	5632	MJP Technologies, Inc	IT services for SPAM filtering	110.00	
50096	05/31/19	6178	PERS Long Term Care Program	Salary reduction benefit	224.37	
50097	05/31/19	6201	Pamela Griffin	Wellness program instructor	100.00	
50098	05/31/19	6850	R P Barricade	Restock VPD stenciled eliminators	612.61	
50099	05/31/19	6865	Rasmussen & Associates Inc.	Professional services-ADA restrooms - 1591 Spinnaker	295.00	
50100	05/31/19	7032	Alliant Insurance Services	Event production insurance	766.00	
50101	05/31/19	7294	Service-Pro Fire Protection	Automatic fire sprinkler maintenance at Village	2,316.25	
50102	05/31/19	7410	Smith Pipe & Supply Inc.	Village landscaping supplies	302.64	
50103	05/31/19	7572	Standard Insurance Company	Group Term Life/Long-term Disability	3,380.93	
50104	05/31/19	7581	Steve Stafford	Marketing Village entertainment	300.00	
50105	05/31/19	8233	Venco Power Sweeping, Inc	Monthly Village parking lot & fish pier sweeping	545.38	
50106	05/31/19	8534	HDS White Cap Const. Supply	Materials for repairs to dock	385.69	
50107	05/31/19	14411	Bella Vista Designs Inc.	Event production	1,523.00	
50108	05/31/19	16201	R & R Enterprises	Event production	500.00	
50109	05/31/19	20200	CoStar Realty Information, Inc	Leasing marketing data software	995.60	
50110	05/31/19	25351	Dudek	VSE Aquaculture	515.83	
50111	05/31/19	42471	JaniTek Cleaning Solutions	Janitorial service for National Park Service Offices	1,620.96	
50112	05/31/19	46161	Ken Lundin Construction Inc	Marketing Event Production	50.00	
50113	05/31/19	51814	Mark Kidman	Reimbursement - EMT certification	68.95	
50114	05/31/19	54455	Mr. Painting, Inc.	Exterior stucco repairs - Promenade walls, 1583, 1575 Spinnaker Dr.	10,250.00	

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Wells Fargo Enterprise Account

<u>Check</u>	<u>Date</u>	<u>Payee</u>	<u>Name</u>	<u>Description</u>	<u>Amount</u>	<u>Voided Amount</u>
50115	05/31/19	61991	P & R Paper Supply Co.	Janitorial supplies	1,149.88	
50116	05/31/19	73425	Sheroos Entertainment	Marketing Village entertainment	350.00	
50117	05/31/19	74343	Somerville Associates	Marketing public relations services	2,000.00	
50118	05/31/19	74401	Southland Publishing	Marketing-advertising	497.50	
50119	05/31/19	76014	Sun Life Financial	Dental insurance premiums	1,391.89	
50120	05/31/19	85601	Zero Waste USA	Operating supplies-mutt mitts	775.67	
50121	05/31/19	3592	Hansen's Plumbing, Inc.	Sewer repair - 1583 Spinnaker Dr. (Greek)	8,872.00	
50122	05/31/19	6283	Petty Cash ** Voided **	Should have been issued to J. Talt-Lundin as Petty Cash		400.00
50123	05/31/19	42919	Jessica Howard	Marketing-event production	150.00	
50124	05/31/19	4293	Jennifer Talt-Lundin	Petty cash-Pirates Day booth	400.00	
50125	05/31/19	73426	Sheryl Jo Bedal	Marketing Village entertainment	300.00	
Total Enterprise Account Check Register					<u>\$655,386.41</u>	<u>\$23,272.46</u>

Wells Fargo Grant Account

<u>Check</u>	<u>Date</u>	<u>Payee</u>	<u>Name</u>	<u>Description</u>	<u>Amount</u>	<u>Voided Amount</u>
1081	05/17/19	6409	Plauche & Carr	VSE Aquaculture Grant	1,260.00	
1082	05/17/19	25351	Dudek	VSE Aquaculture Grant	15,514.38	
1083	05/31/19	25351	Dudek	VSE Aquaculture Grant	5,731.43	
Total Grant Account Check Register					<u>\$22,505.81</u>	<u>\$0.00</u>

Wells Fargo Project Account

<u>Check</u>	<u>Date</u>	<u>Payee</u>	<u>Name</u>	<u>Description</u>	<u>Amount</u>	<u>Voided Amount</u>
1011	05/03/19	2100	CyberCopy Inc.	Plans, Specs for Dock rehab	394.45	
1012	05/17/19	5744	Noble Consultants Inc.	Dock Rehab Engineering & oversight- C, D,G,H	8,656.88	
1013	05/31/19	75351	Spearhead Locating Serv., Inc	Utility locating service	300.00	
1014	05/31/19	82433	Ventura Directional Drilling	Docks C,D electrical conduit	4,700.00	
Total Dock Project Account Check Register					<u>\$14,051.33</u>	<u>\$0.00</u>
Total All Check Registers					<u>\$691,943.55</u>	<u>\$23,272.46</u>

ATTACHMENT 4

Accounts Payable Check Register-June 2019

Ventura Port District
Wells Fargo Enterprise Account

08/08/19

Check	Date	Payee	Name	Description	Amount	Voided Amount
50126	06/03/19	3491	The Greek Mediterranean Steak	TI contribution - 1583 Spinnaker as per lease	10,000.00	
50127	06/05/19	4831	LA Partyworks Inc.	Marketing-event production-Pirates Day - Booths/Props	5,000.00	
50128	06/14/19	1153	Allstar Fire Equipment	Harbor Patrol fire gear	6,640.53	
50129	06/14/19	1625	Byrd Locksmithing Inc.	ADA restroom upgrades - 1431 Spinnaker Dr.	658.46	
50130	06/14/19	1769	Calif. Special District Assoc.	Webinar training	65.00	
50131	06/14/19	1915	Cintas Corp #684	Uniform rental/cleaning, door mats, rags	745.50	
50132	06/14/19	2029	Cover 2 Cover Music Inc.	Marketing Village entertainment	320.00	
50133	06/14/19	2031	County Of Ventura	Hazardous waste fee	1,446.34	
50134	06/14/19	2093	Cumulus Broadcasting Inc.	Marketing-advertising	1,540.00	
50135	06/14/19	2099	Custom Embroidery	Courtesy Patrol-uniforms and logos	344.58	
50136	06/14/19	2202	Dave's	Harbor Patrol boat fuel	1,248.79	
50137	06/14/19	2331	Dial Security Inc.	Courtesy Patrol coverage	1,712.00	
50138	06/14/19	2448	Downtown Ventura Partners	Marketing-advertising	400.00	
50139	06/14/19	2604	E.J. Harrison & Sons Inc.	Trash service	390.30	
50140	06/14/19	2751	Empire Cleaning Supply	Janitorial supplies	786.25	
50141	06/14/19	2924	FMP Uniform Co.	Patrol uniforms	2,468.20	
50142	06/14/19	2934	Farmer Jon's Jon	Marketing-event production	300.00	
50143	06/14/19	2936	Fast Signs	Marketing - event production - brochures	488.17	
50144	06/14/19	2980	Fausset Printing, LLC	Marketing-event production/advertising	914.00	
50145	06/14/19	3050	All That's Fit to Print	Marketing-ad production	4,139.65	
50146	06/14/19	3155	Franchise Tax Board	Employee payroll deduction	150.00	
50147	06/14/19	3490	Grainger Inc.	Janitorial supplies	70.15	
50148	06/14/19	3492	Green Thumb International	Village landscaping	51.36	
50149	06/14/19	3592	Hansen's Plumbing, Inc.	Dock repair	435.00	
50150	06/14/19	3655	Herald Printing, Ltd.	Marketing-event production/event flyers and brochures	299.48	
50151	06/14/19	4057	Health & Human Resource Center -	Employee Assistance Program (EAP)	187.56	
50152	06/14/19	4225	J. W. Enterprises	ADA restroom remodel - 1591 Spinnaker Dr.	541.29	
50153	06/14/19	4247	Jani-King of CA Inc.	Janitorial service in Village, VPD headquarters	5,342.90	
50154	06/14/19	4295	Jensen Design & Survey Inc.	Fisherman's gear storage lot and Harbor development map	3,423.75	
50155	06/14/19	4567	Katherine J. Emerick Ph.D.	Harbor Patrol - pre-employment exams	1,881.25	
50156	06/14/19	4624	Kimberly Dear	Marketing-event production	700.00	
50157	06/14/19	4742	Kratos Construction	VHV fiber optic - 1591 & 1691 Spinnaker Dr.	14,000.00	
50158	06/14/19	4897	PORAC Legal Defense Fund	Patrol-salary reduction benefit	168.00	
50159	06/14/19	5190	Matilija Water	Reverse osmosis water system	46.00	
50160	06/14/19	5210	McCormix Corp.	Fuel for maintenance vehicles	558.21	

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Wells Fargo Enterprise Account

<u>Check</u>	<u>Date</u>	<u>Payee</u>	<u>Name</u>	<u>Description</u>	<u>Amount</u>	<u>Voided Amount</u>
50161	06/14/19	5213	McMaster-Carr	Shop stock - keys	78.90	
50162	06/14/19	5298	Michael J. Smith	Marketing Village entertainment	300.00	
50163	06/14/19	5625	Ready Refresh	Bottled water service	199.28	
50164	06/14/19	6178	PERS Long Term Care Program	Salary reduction benefit	224.37	
50165	06/14/19	6283	Petty Cash Fund	Rolled coin, misc. concrete lid for utility box	109.76	
50166	06/14/19	6284	Peace Officers Research Assoc.	Patrol-salary reduction benefit	138.00	
50167	06/14/19	6361	Pitney Bowes	Marketing postage machine lease	154.25	
50168	06/14/19	7000	Richard Parsons	Dredging/Project Management services	10,296.39	
50169	06/14/19	7229	Sam's Club/GECF	Annual membership	45.00	
50170	06/14/19	7294	Service-Pro Fire Protection	Repair hoses/underwater leaks/corroded equipment-Village docks	2,925.00	
50171	06/14/19	7296	Searle Creative Group	Marketing-social media web site design	2,215.75	
50172	06/14/19	7768	ThyssenKrupp Elevator Corp	Elevator repair - 1567 Spinnaker Dr.	490.00	
50173	06/14/19	7777	The Signal	Marketing-advertising	900.00	
50174	06/14/19	7862	Time To Shine	Village window washing service	9,158.75	
50175	06/14/19	7961	Tri-County Office Furniture	Accounting office chair	850.16	
50176	06/14/19	8239	Ventura County Reporter	Marketing-advertising	247.50	
50177	06/14/19	8244	Ventura Harbor Storage	Fishermen's storage/net repair area	6,775.00	
50178	06/14/19	8250	Ventura Visitors & Convention	Marketing-advertising	125.00	
50179	06/14/19	8251	Ventura Water	Utilities	387.19	
50180	06/14/19	8531	Whisenhunt Communication	Public relations services	5,000.00	
50181	06/14/19	16150	Brendan Daly Photography	Marketing - ad production	300.00	
50182	06/14/19	17685	California Assoc. for Local Economic Development - Annual membership		819.56	
50183	06/14/19	20015	Coastal Architects	Village painting project DRC meeting	5,504.13	
50184	06/14/19	20021	Coastal View News	Marketing-advertising	322.00	
50185	06/14/19	20042	Commissioned Desserts LLC	TI contribution - 1559 Spinnaker #109 - payment # 2, per lease	50,000.00	
50186	06/14/19	26531	eDistsecurity	Electronic card reader stock	94.10	
50187	06/14/19	42419	Jack Peck ** Voided **	Performance cancelled		250.00
50188	06/14/19	44132	Joseph M. Ramieri	Marketing Village entertainment	300.00	
50189	06/14/19	44150	Joe Beraldo	Marketing-event production	170.00	
50190	06/14/19	49404	Lightning Ridge Screen Print	Uniforms - T-shirts	636.80	
50191	06/14/19	50071	LoopNet	Internet leasing advertising	369.95	
50192	06/14/19	54455	Mr. Painting, Inc.	Promenade glass refurbish at 1583; balcony - 1583 Spinnaker Dr.	9,990.00	
50193	06/14/19	54577	Nathan King	Marketing-event production	50.00	
50194	06/14/19	61991	P & R Paper Supply Co.	Janitorial supplies	528.81	
50195	06/14/19	64100	PRAXAIR Distribution, Inc.	Patrol safety equipment - oxygen tank refill	67.92	
50196	06/14/19	70075	Ricoh USA, Inc.	Copier page charges - Admin/Marketing	255.47	
50197	06/14/19	70078	Ricochet Manufacturing Co. Inc.	Harbor Patrol uniforms - EMS Jackets	2,052.64	

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Wells Fargo Enterprise Account

Check	Date	Payee	Name	Description	Amount	Voided Amount
50198	06/14/19	74343	Somerville Associates	Marketing-advertising	12.93	
50199	06/14/19	76015	Sunridge Landscape Maint., Inc.	Landscaping - launch ramp and north side of Anchors Way	1,940.00	
50200	06/14/19	78692	TBC Media	Marketing-advertising	650.00	
50201	06/14/19	82201	Valley Scene Magazine	Marketing-advertising	630.00	
50202	06/14/19	82471	Ventura Rental Party Center	Marketing-event production	782.63	
50203	06/14/19	84570	Vision Service Plan-(CA)	Employee vision plan	727.78	
50204	06/14/19	85219	West Marine Pro	Temporary electric adapters due to dock renovation	855.22	
50205	06/17/19	43451	Jim McKeown Inc.	Design concept- Lighthouse building - 1567 Spinnaker Dr.	4,920.00	
50206	06/17/19	73426	Sheryl Jo Bedal	Marketing Village entertainment	75.00	
50207	06/19/19	1764	California J P I A	Annual premium-General Liability, Workers Comp	326,460.00	
50208	06/19/19	85123	WEX Bank	Patrol vehicle fuel	1,050.08	
50209	06/26/19	4852	Lagerlof Senecal Gosney	Legal services	48,707.88	
50210	06/26/19	8251	Ventura Water ** Voided **	Check stub use to list invoices		0.00
50211	06/26/19	8251	Ventura Water	Utilities	34,286.99	
50212	06/26/19	11467	Allied Power Products, Inc.	Deposit on derrick crane replacement	42,400.00	
50213	06/26/19	32750	Garland/DBS, Inc.	Fish pier resurface project-final payment	40,193.28	
50214	06/26/19	34160	Glickman & Glickman Client	Restaurant litigation settlement	150,000.00	
50215	06/26/19	61954	Pacific Marine Repair	Fireboat motor replacement	30,184.61	
50216	06/26/19	65011	Pueblo Construction, Inc.	ADA restroom project & trash enclosure - 1591 Spinnaker Dr.	47,022.23	
50217	06/26/19	PM OneTime	BS Taproom	Refund security deposit	5,446.00	
50218	06/27/19	6446	PowerHouse Construction Inc.	Repairs and maintenance - 1691, NPS, 1583, 1575; restroom doors	30,325.00	
50219	06/28/19	1168	Amsterdam Printing	Advertising	416.34	
50220	06/28/19	1378	BC Tree Service Inc.	Village tree trimming	9,600.00	
50221	06/28/19	1440	Beacon Marine ** Voided **	Wrong vendor entered		1,506.77
50222	06/28/19	1725	CED (Consolidated Electrical Distrit	VHV LED lights	3,286.38	
50223	06/28/19	1915	Cintas Corp #684	Uniform rental/cleaning, door mats, rags	498.13	
50224	06/28/19	2009	Coastal Occupational Medical	Pre-employment screening	115.00	
50225	06/28/19	2331	Dial Security Inc.	Courtesy Patrol coverage	1,400.00	
50226	06/28/19	2440	Martin' s Double R Towing	Relocate vehicle for delivery of docks	100.00	
50227	06/28/19	2536	Durham School Services	Event production	816.36	
50228	06/28/19	2604	E.J. Harrison & Sons Inc.	Trash service	708.18	
50229	06/28/19	2751	Empire Cleaning Supply	Janitorial supplies	1,272.36	
50230	06/28/19	2935	Farmer Bros. Co	Coffee supplies	293.08	
50231	06/28/19	2936	Fast Signs	Harbor Cove entrance monument	8,958.17	
50232	06/28/19	2980	Fausset Printing, LLC	Launch ramp parking passes	250.00	
50233	06/28/19	2986	Ferguson Enterprises Inc.	Materials -repairs -1691 & 1431 Spinnaker Dr. restrooms	541.08	
50234	06/28/19	3155	Franchise Tax Board	Employee payroll deduction	40.60	

ATTACHMENT 4

Wells Fargo Enterprise Account

<u>Check</u>	<u>Date</u>	<u>Payee</u>	<u>Name</u>	<u>Description</u>	<u>Amount</u>	<u>Voided Amount</u>
50235	06/28/19	3490	Grainger Inc.	VPD shop, small tool	204.71	
50236	06/28/19	3498	Governmental Accounting Standards Board	Annual subscription - 2 years	520.00	
50237	06/28/19	4057	Health & Human Resource Center	Employee Assistance Program (EAP)	187.56	
50238	06/28/19	4247	Jani-King of CA Inc.	Janitorial service in Village, VPD headquarters	175.00	
50239	06/28/19	4742	Kratos Construction	VHV fiber optic - 1567 & 1559 Spinnaker Dr.	16,450.00	
50240	06/28/19	5016	Lowe's	Misc. dock supplies, shop supplies, hardware, event supplies	571.81	
50241	06/28/19	5210	McCormix Corp.	Fuel for maintenance vehicles	360.81	
50242	06/28/19	5213	McMaster-Carr	Roof screen - 1591 Spinnaker Dr., VPD shop stock	141.73	
50243	06/28/19	5505	Muzicraft Inc.	Ambient music in Village	329.50	
50244	06/28/19	5632	MJP Technologies, Inc.	IT services for SPAM filtering	110.00	
50245	06/28/19	6178	PERS Long Term Care Program	Salary reduction benefit	224.37	
50246	06/28/19	6201	Pamela Griffin	Wellness program instructor	140.00	
50247	06/28/19	6409	Plauche & Carr	VSE Aquaculture	60.00	
50248	06/28/19	6470	LegalShield	Salary reduction benefit	124.55	
50249	06/28/19	6865	Rasmussen & Associates Inc.	Professional services-ADA restrooms - 1591 Spinnaker Dr.	1,726.92	
50250	06/28/19	7032	Alliant Insurance Services	Annual government crime policy premium	788.00	
50251	06/28/19	7434	Southern Calif. Edison	Utilities	1,563.92	
50252	06/28/19	7572	Standard Insurance Company	Group Term Life/Long-term Disability	3,742.49	
50253	06/28/19	7575	State Industrial Products	VPD stock - graffiti removal spray	426.69	
50254	06/28/19	7777	The Signal	Marketing-advertising	900.00	
50255	06/28/19	7862	Time To Shine	Village, Port District window washing	3,055.00	
50256	06/28/19	8233	Venco Power Sweeping, Inc.	Marketing-advertising	545.38	
50257	06/28/19	8241	Ventura County Star	Marketing-advertising	559.00	
50258	06/28/19	8267	Ventura Harbor Marina & Yacht	Routine boat maintenance - B17	144.45	
50259	06/28/19	8551	Williams Automotive Inc.	Maintenance- Courtesy Patrol vehicle	460.86	
50260	06/28/19	11471	All Surface Construction Inc.	Paint pedestrian crossing - Fish Pier	2,800.00	
50261	06/28/19	12945	Assurant Employee Benefits	Dental insurance premiums	1,368.13	
50262	06/28/19	17700	Cal Termite & Pest Control	Village maintenance April-June	2,190.00	
50263	06/28/19	19252	City of Ventura	Ventura Keys-water quality & storm water monitoring	7,523.65	
50264	06/28/19	19252	City of Ventura	Trash service	100.00	
50265	06/28/19	42471	JaniTek Cleaning Solutions	Janitorial service for National Park Service Offices	139.87	
50266	06/28/19	51530	Maine Marine Composites, LLC	VSE/Mussel engineering longline system	8,250.00	
50267	06/28/19	51891	Matthew Relis	Marketing Village entertainment	300.00	
50268	06/28/19	54455	Mr. Painting, Inc.	VHV fire sprinkler pipes, planters-1559, doors-1575 Spinnaker	15,570.00	
50269	06/28/19	61991	P & R Paper Supply Co.	Janitorial supplies	1,485.92	
50270	06/28/19	62810	Peter Holguin Construction Inc.	Stucco repairs - 1559 Spinnaker Dr. courtyard	900.00	
50271	06/28/19	70075	Ricoh USA, Inc.	Copier lease	741.91	

ATTACHMENT 4

Wells Fargo Enterprise Account

<u>Check</u>	<u>Date</u>	<u>Payee</u>	<u>Name</u>	<u>Description</u>	<u>Amount</u>	<u>Voided Amount</u>
50272	06/28/19	70281	Ring Central Inc.	Phone service	1,002.83	
50273	06/28/19	70650	SWCA, Incorporated (Soil & Water Conservation Assist)	Routine testing-Harbor monitoring	8,725.82	
50274	06/28/19	76015	Sunridge Landscape Maint., Inc.	Entry feature landscaping	1,840.00	
50275	06/28/19	79502	Toro Enterprises, Inc.	Final payment on Paving Project	9,224.84	
50276	06/28/19	82270	Venegas Steel Works, Inc.	Village promenade fence	2,530.00	
50277	06/28/19	82351	Ventura Breeze	Marketing-advertising	625.00	
50278	06/28/19	82823	VPD-Grant Account	Intra company payable/transfer	15,000.00	
50279	06/28/19	84570	Vision Service Plan-(CA)	Employee vision plan	703.68	
50280	06/28/19	85219	West Marine Pro	Village stainless steel polish	219.69	
Total Enterprise Account Check Register					<u>\$1,089,263.80</u>	<u>\$1,756.77</u>

Wells Fargo Grant Account

<u>Check</u>	<u>Date</u>	<u>Payee</u>	<u>Name</u>	<u>Description</u>	<u>Amount</u>	<u>Voided Amount</u>
1084	06/28/19	6409	Plauche & Carr	VSE Aquaculture Grant	2,670.00	
Total Grant Account Check Register					<u>\$2,670.00</u>	<u>\$0.00</u>

Wells Fargo Project Account

<u>Check</u>	<u>Date</u>	<u>Payee</u>	<u>Name</u>	<u>Description</u>	<u>Amount</u>	<u>Voided Amount</u>
1015	06/19/19	1445	Bellingham Marine Ind. Inc.	D,G,H -Dock rehab project-Payment 1	177,360.03	
1016	06/28/19	5744	Noble Consultants Inc.	Dock Rehab Engineering & oversight- C, D,G,H	2,691.00	
Total Dock Project Account Check Register					<u>\$180,051.03</u>	<u>\$0.00</u>
Total All Check Registers					<u>\$1,271,984.83</u>	<u>\$1,756.77</u>

ATTACHMENT 5

Ventura Port District Chase Business Credit Card Charges April 2019

Chase Credit Card holders

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

Type	Trans Date	Vendor	Category	Detailed Descriptions	Amount
Oscar Peña	04/12/19	Brophy Bros. Restaurant	Conference	Lunch meeting on Fisherman's Storage	93.33
Total General Manager's Expenses					93.33
Brian Pendleton	04/09/19	TST* Boatyard Pub	Conference	Lunch with Commissioner Gardina	44.34
Brian Pendleton	04/10/19	I Love Sushi	Conference	Lunch with Andy Turner, Oscar Pena - Judgement mediation	87.87
Brian Pendleton	04/02/19	Office Depot #931	Office supplies	Office supplies	41.31
Brian Pendleton	04/03/19	Office Depot #931	Office supplies	Office supplies	21.53
Total Deputy General Manager's Expenses					195.05
Jessica Rauch	04/11/19	CSDA Career Center	Classified ads	Job posting Accountant I - CSDA Website	105.00
Jessica Rauch	04/12/19	Craigslist.Org	Classified ads	Job posting Accountant I - Craigslist	50.00
Jessica Rauch	04/09/19	LogMeIn*Go To Meeting	Communications	Port District teleconference charge	49.00
Jessica Rauch	04/03/19	Andria's Seafood	Conference	4/3/19 Board closed session dinner	175.56
Jessica Rauch	04/18/19	SQ *Brio Café	Conference	4/18/19 Board closed session dinner	97.00
Jessica Rauch	04/02/19	Aatrix Software	Professional service	Annual fee - payroll quarterly tax return reporting venue	229.00
Total Administrative Assistant's Expenses					705.56
Robin Baer	No Activity				-
Total Property Manager's Expenses					-
Joe Gonzalez	04/10/19	Shell Oil 57444587802	Fuel	Fuel for vehicle M-56	74.59
Joe Gonzalez	04/15/19	US Flag Store	Grounds maintenance	American flag for VHV flag pole	283.18
Joe Gonzalez	04/26/19	Landscape Lighting World	Grounds maintenance	VHV Low voltage landscaping LED lighting	163.35
Total Facilities Manager's Expenses					521.12

ATTACHMENT 5

Type	Trans Date	Vendor	Category	Detailed Descriptions	Amount
Jennifer Talt-Lundin	04/10/19	Canva.com * 02290-6610639	Ad production	Purchase use of graphic for advertising purposes	1.00
Jennifer Talt-Lundin	04/01/19	Coastal Cone & The Parlor	Business meal	Visit Ventura Host	10.25
Jennifer Talt-Lundin	04/23/19	CVS Pharmacy #09235	Computer supplies	Flash drive-computer supplies	20.15
Jennifer Talt-Lundin	04/10/19	PayPal *Central Coast Tourism Board	Conference	Central Coast Board retreat	175.00
Jennifer Talt-Lundin	04/12/19	Ventura Boat Rentals	Conference	Media Host visit -electric boat ride	67.00
Jennifer Talt-Lundin	04/12/19	Andria's Seafood	Conference	Media Host visit with Ventura	100.00
Jennifer Talt-Lundin	04/15/19	Brophy Bros. Restaurant	Conference	Noble Central Coast media visit	76.15
Jennifer Talt-Lundin	04/15/19	Coastal Cone & Parlor	Conference	Noble Central Coast media visit	11.13
Jennifer Talt-Lundin	04/15/19	Coastal Cone & Parlor	Conference	Media Host visit with Ventura	50.00
Jennifer Talt-Lundin	04/17/19	Portola Hotel & Spa	Conference	Central Coast Board retreat	3.59
Jennifer Talt-Lundin	04/19/19	Portola Hotel & Spa	Conference	Central Coast Board retreat	11.70
Jennifer Talt-Lundin	04/19/19	Portola Hotel & Spa	Conference	Central Coast Board retreat	493.10
Jennifer Talt-Lundin	04/19/19	Chevron 0375600	Conference	Central Coast Board retreat	63.54
Jennifer Talt-Lundin	04/22/19	Enterprise Rent-A-Car	Conference	Central Coast Board retreat	141.12
Jennifer Talt-Lundin	04/24/19	Good Time Donut	Conference	Tenant meeting	24.35
Jennifer Talt-Lundin	04/09/19	PayPal *IP Camera Live	E-Advertising	Web cam	18.00
Jennifer Talt-Lundin	04/09/19	Iconosquare	E-Advertising	Analytic Social annual subscription	351.00
Jennifer Talt-Lundin	04/17/19	Sprout Social Inc	E-Advertising	Social media analytics	99.00
Jennifer Talt-Lundin	04/21/19	Mailchimp *Monthly	E-Advertising	Enewsletter	80.00
Jennifer Talt-Lundin	04/30/19	Facebook ZBXT3LSSY2	E-Advertising	Boosted social posts	89.07
Jennifer Talt-Lundin	04/10/19	Hats Unlimited	Event production	Golden Egg Hunt prize	10.00
Jennifer Talt-Lundin	04/10/19	Barefoot Boutique	Event production	Golden Egg Hunt prize	10.00
Jennifer Talt-Lundin	04/10/19	Lost in Socks	Event production	Golden Egg Hunt prize	19.37
Jennifer Talt-Lundin	04/10/19	Brophy Bros. Restaurant	Event production	Golden Egg Hunt prize	25.00
Jennifer Talt-Lundin	04/10/19	Margarita Villa	Event production	Golden Egg Hunt prize	25.00
Jennifer Talt-Lundin	04/10/19	Ventura Dive & Sport	Event production	Golden Egg Hunt prize	25.00
Jennifer Talt-Lundin	04/10/19	SQ *Wild Local Seafood Co.	Event production	Golden Egg Hunt prize	10.00
Jennifer Talt-Lundin	04/11/19	TST* Boatyard Pub	Event production	Golden Egg Hunt prize	15.00
Jennifer Talt-Lundin	04/12/19	Hats Unlimited	Event production	Golden Egg Hunt prize	19.40
Jennifer Talt-Lundin	04/12/19	Casa De Regalos	Event production	Golden Egg Hunt prize	43.10
Jennifer Talt-Lundin	04/13/19	Amazon Marketplace US*MZ1RP3CE2	Event production	Golden Egg Hunt prize	13.50
Jennifer Talt-Lundin	04/13/19	Amazon Marketplace US*MZ85T24P0	Event production	Golden Egg Hunt prize	23.35
Jennifer Talt-Lundin	04/14/19	Amazon Marketplace US*MZ7PT0O92	Event production	Golden Egg Hunt prize	15.99
Jennifer Talt-Lundin	04/15/19	OTC Brands Inc.	Event production	Harbor is Hopping promo	195.25
Jennifer Talt-Lundin	04/16/19	Target 00002980	Event production	Harbor is Hopping candy	115.90
Jennifer Talt-Lundin	04/30/19	Official Payments Corp*Service Fee 024	Event production	Pirate Day health permit fee	5.78
Jennifer Talt-Lundin	04/30/19	Official Payments Corp*Ventura RMA	Event production	Pirate Day health permit	269.00
Total Marketing Manager's Expenses					2,725.79

ATTACHMENT 5

<u>Type</u>	<u>Trans Date</u>	<u>Vendor</u>	<u>Category</u>	<u>Detailed Descriptions</u>	<u>Amount</u>
Dave Werneburg	04/05/19	Versa Tables	Office supplies	Keyboard desk drawer	149.77
Dave Werneburg	04/08/19	Vons #2431	Office supplies	Paper towels, supplies	14.74
Dave Werneburg	04/11/19	Undercurrent News LTD	Office supplies	Monthly subscription	31.00
Dave Werneburg	04/17/19	Office Deport #931	Office supplies	Office supplies	60.30
Dave Werneburg	04/25/19	Adobe Acrobat Pro	Office supplies	Annual software subscription	179.88
Dave Werneburg	04/17/19	Kwikktickets.com	Operating supplies	Parking Permits Village/Dive boat patrons	301.59
Total Marina Manager's Expenses					737.28
John Higgins	04/09/19	Powerwerx 2669746	Auto expense	Power supply for Patrol truck electronics	228.82
John Higgins	04/10/19	Amazon.com*MW9407WJ0	Auto expense	Off-road LED lights (Truck)	400.15
John Higgins	04/14/19	DTV*Direct TV Service	Communications	Direct TV service *Harbor Patrol-news updates	61.99
John Higgins	04/05/19	Fry's Electronics # 44	Operating supplies	Computer supplies	86.18
John Higgins	04/05/19	Costco Wholesale #0420	Operating supplies	Portable battery packs	247.78
John Higgins	04/12/19	IFit.Com	Operating supplies	Fitness machine monthly subscription-wellness program	16.16
John Higgins	04/23/19	Fry's Electronics # 44	Operating supplies	Media storage cards	82.96
John Higgins	04/26/19	APL*ITunes.Com/Bill	Operating supplies	Patrol #2 cloud data phone storage	0.99
John Higgins	04/27/19	APL*ITunes.Com/Bill	Operating supplies	Patrol #1 cloud data phone storage	0.99
John Higgins	04/11/19	FedEx Office 00000570	Training	Training materials	34.51
John Higgins	04/12/19	Ventura County Airporter	Training	Conference-Airport shuttle	77.00
John Higgins	04/15/19	Cobblestone Pizza Co.	Training	Conference-Dinner/lunch 16th	29.75
John Higgins	04/16/19	Abby's Legendary Pizza - 1	Training	Conference-Dinner/lunch	26.05
John Higgins	04/16/19	Shilo Inn - Newport	Training	Conference hotel	476.40
John Higgins	04/17/19	Lee's Wok	Training	Conference-Dinner/lunch	26.45
John Higgins	04/19/19	Shell Oil 53660960054	Training	Conference-Fuel for rental car	40.14
John Higgins	04/19/19	J L Mini Mart and Gas	Training	Conference-Fuel for rental car	29.35
John Higgins	04/20/19	7-Eleven 37939	Training	Conference-fuel @ Airport (Rental Car)	7.12
Total Harbormaster's Expenses					1,872.79
Total Chase Credit Card Expenses					<u><u>6,850.92</u></u>

ATTACHMENT 5

Ventura Port District Chase Business Credit Card Charges May 2019

Chase Credit Card holders

Brian Pendleton, General Manager (eff. 5/1/19)
Oscar Peña, Business Operations Manager (eff. 5/1/19)
Jessica Rauch, Administrative Assistant/Clerk
Robin Baer, Property Manager
Joe Gonzalez, Facilities Manager
Jennifer Talt-Lundin, Marketing Manager
Dave Werneburg, Marina Manager
John Higgins, Harbormaster

<u>Type</u>	<u>Trans Date</u>	<u>Vendor</u>	<u>Category</u>	<u>Detailed Descriptions</u>	<u>Amount</u>
Brian Pendleton	No Activity				-
Total General Manager's Expenses					-
Oscar Peña	05/20/19	Smart and Final 390	Business meal	Meeting refreshments	10.99
Total Business Operations Manager's Expenses					10.99
Jessica Rauch	05/01/19	Valentino's Take & Bake	Business meal	5/1/19 Board closed session dinner	120.85
Jessica Rauch	05/15/19	Lucky Thai Cuisine	Business meal	5/15/19 Board closed session dinner	153.83
Jessica Rauch	05/29/19	California Assoc. for Local Econ. Dev.	Classified ad	Job posting Business Operations Manager	350.00
Jessica Rauch	05/29/19	Craigslist.org	Classified ad	Job posting Business Operations Manager	50.00
Jessica Rauch	05/28/19	CSDA Career Center	Classified ad	Job posting Business Operations Manager - CSDA website	105.00
Jessica Rauch	05/09/19	GoToMeeting	Communications	Port District teleconference charge	49.00
Jessica Rauch	05/24/19	Tri County Office Furniture	Computer supplies	Computer monitors desk dual mounting arm	367.08
Jessica Rauch	05/28/19	Office Depot #931	Computer supplies	Computer Monitors - General Manager office	270.58
Jessica Rauch	05/30/19	Office Depot #931	Computer supplies	Computer accessories for Accounting	75.41
Jessica Rauch	05/21/19	California Special District Association	Conference	2019 GM Leadership Summit - Pendleton	625.00
Jessica Rauch	05/31/19	Ventura Chamber of Commerce	Conference	Chamber Economic Outlook breakfast - Pendleton	45.00
Jessica Rauch	05/29/19	Marriott Ventura Beach	Conference	9/14 goal setting workshop - room deposit	1,000.00
Jessica Rauch	05/22/19	Ventura County Recorder Center	Fish pier expense	Notice of Completion recording for Fish Pier Project	101.50
Jessica Rauch	05/22/19	Custom Awards and Engraving	Office supplies	Office supplies	22.63
Jessica Rauch	05/03/19	Ventura County Recorder Center	Parking lot expense	Notice of Completion recording for Paving Project	101.50
Jessica Rauch	05/22/19	Ventura County Recorder Center	Professional service	Two 'Notices of Exemption' recordings for Fisherman's Storage Grant	102.50
Jessica Rauch	05/14/19	Ventura County Star	Subscriptions	Ventura County Star subscription	166.29
Jessica Rauch	05/28/19	California Special District Association	Training	Manager's sexual harassment training registration fees	325.00
Total Administrative Assistant's Expenses					4,031.17

ATTACHMENT 5

<u>Type</u>	<u>Trans Date</u>	<u>Vendor</u>	<u>Category</u>	<u>Detailed Descriptions</u>	<u>Amount</u>
Robin Baer	05/02/19	Superior Awning	Building maintenance	Awning TI for Casa de Regalos	917.79
Total Property Manager's Expenses					917.79
Joe Gonzales	No Activity				-
Total Facilities Manager's Expenses					-
Jennifer Talt-Lundin	05/16/19	Shingdigz Marketplace	Ad production	Pirates Days banners	52.07
Jennifer Talt-Lundin	05/06/19	The Greek at the Harbor	Conference	Tenant meeting refreshments	43.10
Jennifer Talt-Lundin	05/09/19	Target	Conference	Hosted media	27.94
Jennifer Talt-Lundin	05/30/19	Party City	Conference	Hosted international reception	104.97
Jennifer Talt-Lundin	05/31/19	The Greek at the Harbor	Conference	'I Am Ventura' presentation - dessert	50.00
Jennifer Talt-Lundin	05/31/19	Smart & Final Supplies	Conference	Hosted international reception	151.99
Jennifer Talt-Lundin	05/09/19	PayPal *IP camera live	E-Advertising	Web camera	18.00
Jennifer Talt-Lundin	05/17/19	Sprout Social	E-Advertising	Social tracking	99.00
Jennifer Talt-Lundin	05/21/19	Mailchimp Enewsletter	E-Advertising	Village enewsletter program	75.00
Jennifer Talt-Lundin	05/31/19	Facebook Paid Boost	E-Advertising	Boosted social posts	84.98
Jennifer Talt-Lundin	5/8/2019	Target	Event production	Return event production	(54.18)
Jennifer Talt-Lundin	05/10/19	Target	Event production	Bubbles for the Village	10.70
Jennifer Talt-Lundin	05/13/19	Amazon Marketplace	Event production	Tenant standing events signs	109.56
Jennifer Talt-Lundin	05/16/19	Amazon Marketplace	Event production	Pirates Day event	89.95
Jennifer Talt-Lundin	05/16/19	Etsy.com	Event production	Pirates Day treasure bag gems	118.71
Jennifer Talt-Lundin	05/17/19	Oriental Trading Company	Event production	Pirates Days treasure bags	281.92
Jennifer Talt-Lundin	05/24/19	Shingdigz Marketplace	Event production	Pirates Day	126.93
Total Marketing Manager's Expenses					1,390.64
Dave Werneburg	05/21/19	Marina Recreation Assoc.	Conference	Conference - Marina Manager	169.00
Dave Werneburg	05/02/19	Office Depot	Office supplies	Misc. office supplies	64.62
Dave Werneburg	05/05/19	Walmart.com	Office supplies	Small work table	39.45
Dave Werneburg	05/10/19	Office Depots	Office supplies	Misc. office supplies	70.43
Dave Werneburg	05/11/19	Undercurrent News	Office supplies	Monthly trade subscription	31.00
Dave Werneburg	05/27/19	Smart & Final	Office supplies	Misc. kitchen supplies	28.12
Total Marina Manager's Expenses					402.62

ATTACHMENT 5

<u>Type</u>	<u>Trans Date</u>	<u>Vendor</u>	<u>Category</u>	<u>Detailed Descriptions</u>	<u>Amount</u>
John Higgins	05/28/19	O'Reilly Auto #3590	Auto expense	Truck body paint	80.73
John Higgins	05/22/19	USLA Dues	Membership	Association membership	30.00
John Higgins	05/22/19	Ventura County EMS	Membership	Professional license	132.00
John Higgins	05/12/19	Ifit.COM	Operating supplies	Fitness machine monthly subscription-wellness program	16.16
John Higgins	05/26/19	APL*ITunes.Com/Bill	Operating supplies	Patrol #1 Phone cloud data storage	0.99
John Higgins	05/27/19	APL*ITunes.Com/Bill	Operating supplies	Patrol #2 Phone cloud data storage	0.99
John Higgins	05/27/19	Overtones	Operating supplies	Patrol rescue equipment	483.34
John Higgins	05/07/19	Lenovo Computer	Operating supplies	Patrol Tablets for 911 calls	3,352.40
John Higgins	05/14/19	DTV*DIRECTV service	Operating supplies	Direct TV service *Harbor Patrol-news updates	61.99
John Higgins	05/30/19	Andria's Seafood	Training	Oil spill response training refreshments	15.73
Total Harbormaster's Expenses					4,174.33
Total Chase Credit Card Expenses					<u><u>10,927.54</u></u>

ATTACHMENT 5

Ventura Port District Chase Business Credit Card Charges June 2019

Chase Credit Card holders

Brian Pendleton, General Manager (eff. 5/1/19)

Oscar Peña, Business Operations Manager (eff. 5/1/19)

Jessica Rauch, Administrative Assistant/Clerk

Robin Baer, Property Manager

Joe Gonzalez, Facilities Manager

Jennifer Talt-Lundin, Marketing Manager

Dave Werneburg, Marina Manager

John Higgins, Harbormaster

<u>Type</u>	<u>Trans Date</u>	<u>Vendor</u>	<u>Category</u>	<u>Detailed Descriptions</u>	<u>Amount</u>
Brian Pendleton	06/25/19	Public School Grill Concepts	Business meal	6/25/19 General Manager conference dinner	20.52
Brian Pendleton	06/24/19	Eureka! Irvine	Business meal	6/24/19 General Manager conference dinner	25.15
Brian Pendleton	06/27/19	Brophy Bros Restaurant	Business meal	Lunch w/ Robert Smith	56.59
Brian Pendleton	06/18/19	Brophy Bros Restaurant	Business meal	Lunch w/ Scott Lindell & Oscar Peña	61.62
Brian Pendleton	06/29/19	LinkedIn	Classified ad	Job posting Business Operations Manager	441.70
Brian Pendleton	06/25/19	Hyatt Regency Newport Beach	Conference	Hotel for General Manager conference	423.74
Total General Manager's Expenses					1,029.32

Oscar Peña	No activity				-
Total Business Operations Manager's Expenses					-

Jessica Rauch	06/09/19	LogMeln, Inc.*GoToMeeting	Communications	Port District teleconference charge	49.00
Jessica Rauch	06/19/19	Margarita Villa	Business meal	June 19 Board closed session dinner	145.08
Jessica Rauch	06/18/19	Image Source	Board meeting	Pendleton headshot	73.74
Jessica Rauch	06/17/19	Latitudes Gallery	Board meeting	Commissioner Getchell - appreciation gift	26.94
Jessica Rauch	06/13/19	Café Ficelle Inc	Business meal	Accountant I interview committee snacks	35.00
Jessica Rauch	06/13/19	Brio Café	Business meal	Accountant I interview committee lunch	41.66
Jessica Rauch	06/11/19	California Special Districts Association	Training	Webinar registration - Rauch	65.00
Jessica Rauch	06/20/19	Pacific Coast Shellfish Growers Association	Professional services	Annual membership dues - Pendleton	500.00
Total Administrative Assistant's Expenses					936.42

ATTACHMENT 5

Type	Trans Date	Vendor	Category	Detailed Descriptions	Amount
Robin Baer	No activity				-
Total Property Manager's Expenses					-
Joe Gonzalez	06/11/19	Allcable	Building maintenance	Fiber Optic cable- VHV (stock)	409.45
Joe Gonzalez	06/19/19	www.1000bulbs.com	Building maintenance	1691 exterior light, restroom/laundry entry	201.19
Joe Gonzalez	06/01/19	Subway 03479789	Business meal	Maintenance crew lunch during Pirates event	47.46
Joe Gonzalez	06/28/19	www.MyParkingSign.com	Grounds maintenance	VHV bike parking signs	110.83
Joe Gonzalez	06/14/19	Tri County Office Furniture	Office supplies	LED light for Reception desk	130.94
Joe Gonzalez	06/07/19	Office Depot #931	Operating supplies	Maintenance crew, Work activity logs	137.68
Total Facilities Manager's Expenses					1,037.55
Jennifer Talt-Lundin	06/26/19	Brohy Bros Restaurant	Business meal	Thank you lunch for part time staff - Pirates Day event weekend	70.07
Jennifer Talt-Lundin	06/25/19	Ventura Chamber of Commerce	Business meal	Economic Luncheon - Marketing staff	90.00
Jennifer Talt-Lundin	06/12/19	The Greek at the Harbor	Business meal	Tenant meeting coffee & set up	51.10
Jennifer Talt-Lundin	06/12/19	Tylers Donuts	Business meal	Tenant meeting donuts	21.40
Jennifer Talt-Lundin	06/06/19	Smart & Final 915	Conference	Media reception host	85.87
Jennifer Talt-Lundin	06/06/19	Ventura Swimwear	Conference	Ventura stickers as media gifts	76.80
Jennifer Talt-Lundin	06/06/19	Harbor Market & Liquor	Conference	Décor for media reception	11.24
Jennifer Talt-Lundin	06/05/19	Michaels 4800	Conference	Silverware receptacles for media reception	24.06
Jennifer Talt-Lundin	06/06/19	Smart & Final 390	Conference	Media reception host	28.37
Jennifer Talt-Lundin	06/10/19	PayPal *IP Camera Live	E-Advertising	Live web cam on venturaharbor.com	18.00
Jennifer Talt-Lundin	06/21/19	Mailchimp *Monthly	E-Advertising	Enewsletter	75.00
Jennifer Talt-Lundin	06/17/19	Sprout Social	E-Advertising	Social media tracking	99.00
Jennifer Talt-Lundin	06/30/19	Facebook *N3W6BP2SY2	E-Advertising	Boosted social posts	55.95
Jennifer Talt-Lundin	06/12/19	SQ *Ventura Pottery Guild	Event production	Ceramic weights for outdoor booth	21.55
Jennifer Talt-Lundin	06/10/19	Target 00002980	Event production	Bubbles	23.68
Jennifer Talt-Lundin	06/28/19	Oriental Trading Company	Event production	Seaside Kids Club/Waterfront Wed.	204.28
Jennifer Talt-Lundin	06/19/19	Oriental Trading Company	Event production	Seaside Kids Club/Waterfront Wed.	78.35
Jennifer Talt-Lundin	06/05/19	Four Points by Sheraton	Event production	Pirates for Hire lodging - inclusive of contract	133.51
Jennifer Talt-Lundin	06/05/19	Four Points by Sheraton	Event production	Pirates for Hire lodging - inclusive of contract	133.51
Jennifer Talt-Lundin	06/10/19	Smart & Final 915	Event production	Event product return	(27.39)
Jennifer Talt-Lundin	06/06/19	Party City 1516	Event production	Pirate Day event product return	(10.78)
Total Marketing Manager's Expenses					1,263.57

ATTACHMENT 5

Type	Trans Date	Vendor	Category	Detailed Descriptions	Amount
Dave Werneburg	06/21/19	Office Depot #931	Office supplies	Misc. office supplies	35.88
Dave Werneburg	06/10/19	Lowes #01734*	Operating supplies	Velcro for dock signage	21.21
Dave Werneburg	06/21/19	Lowes #01734*	Operating supplies	Material for docks and office	24.37
Dave Werneburg	06/19/19	Lowes #01734*	Operating supplies	Velcro for dock signage	21.21
Dave Werneburg	06/11/19	Undercurrent News	Operating supplies	Monthly marine subscription	31.00
Dave Werneburg	06/10/19	USA Minute Key, Inc.	Operating supplies	Duplicate keys - No receipt issued	8.07
Dave Werneburg	06/09/19	Lowes #01941*	Operating supplies	Chain to secure gangway (no receipt)	17.71
Dave Werneburg	06/13/19	West Marine #1268	Assets-Docks	Power cords for dock project	204.43
Dave Werneburg	06/07/19	Fast Signs of Ventura	Assets-Docks	Signage for dock project	134.60
Total Marina Manager's Expenses					498.48
John Higgins	06/13/19	www.rammount.com	Auto maintenance	Computer vehicle mounts	247.70
John Higgins	06/25/19	APL*Apple online store	Boat maintenance	Return	(0.93)
John Higgins	06/20/19	APL*Apple online store	Boat maintenance	Phone charging cords	212.73
John Higgins	06/11/19	Murrays Sports	Boat maintenance	Water rescue equipment-boats	1,670.21
John Higgins	06/14/19	DTV*Direct TV Service	Communications	Communication/news TV service *Harbor Patrol	66.99
John Higgins	06/28/19	APL*ITunes.Com/Bill	Operating supplies	Patrol #1 Phone cloud data storage	0.99
John Higgins	06/27/19	Total Signs & Screen-printing	Operating supplies	Uniform jacket screen-printing	75.43
John Higgins	06/26/19	APL*ITunes.Com/Bill	Operating supplies	Patrol #2 Phone cloud data storage	0.99
John Higgins	06/26/19	Amazon Marketplace US	Operating supplies	Phone waterproof cases	19.98
John Higgins	06/25/19	Fry's Electronics # 44	Operating supplies	Misc. electronics cables	64.63
John Higgins	06/25/19	Costco #0420	Operating supplies	Computer monitor & water bottles	401.27
John Higgins	06/24/19	Wolfe Communications	Operating supplies	Radio pager clips	63.65
John Higgins	06/12/19	www.iFit.com	Operating supplies	Fitness machine monthly subscription-wellness program	16.16
John Higgins	06/07/19	Vintage Grocers	Training	Travel/lunch	26.87
Total Harbormaster's Expenses					2,866.67
Total Chase Credit Card Expenses					<u><u>7,632.01</u></u>

VENTURA PORT DISTRICT
DEPARTMENTAL STAFF REPORT

Meeting Date: October 16, 2019


TO: Board of Port Commissioners
 CC: Brian D. Pendleton, General Manager
 FROM: Gloria Adkins, Accounting Manager
 SUBJECT: Quarterly Treasurers Report

As of June 30, 2019, the District held cash and investments with a market value of \$17,009,432. Funds held in investments represent those not needed for general operating activities.

Local Agency Investment Fund (LAIF) holds 97% of the June 30, 2019 fund balance:

Enterprise (Operating) Fund	\$4,026,293
Dredging Reserve Fund	3,000,000
Capital Improvement Fund	4,964,038
Capital Improvement –Fisheries Fund	165,966
Project Fund-Village Marina	<u>4,065,602</u>
Total Funds	\$16,221,899

The Investment Portfolio Report for June 30, 2019 attached herewith includes all of the District's Funds.

Submitted by:  Date: October 6, 2019
 Gloria Adkins
 Accounting Manager

ATTACHMENTS:

Attachment 1 – Investment Portfolio Report for June 30, 2019
 Attachment 2 – LAIF Performance Report for June 30, 2019

ATTACHMENT 1

Ventura Port District
Investment Portfolio Report
Quarter Ending 6/30/2019

<u>Security Type</u>	<u>Issuer</u>	<u>CUSIP Number</u>	<u>Maturity Date</u>	<u>Interest Rate</u>	<u>Par Value</u>	<u>Book Value</u>	<u>Percent of Portfolio</u>	<u>Market Value</u>	<u>Market Value Source</u>
<u>Cash Investments</u>									
State Pool (LAIF)	LAIF-State Treasury		On Demand	2.57%	16,194,178	16,194,178	97%	16,221,899	LAIF
Total Cash Investments LAIF						\$ 16,194,178	97%	\$ 16,221,899	
<u>Cash Deposits</u>									
Demand Deposits-									
Main checking	Wells Fargo		On Demand	N/A	N/A	292,631	2%	359,886	Wells Fargo
Grant Fund checking	Wells Fargo		On Demand	N/A	N/A	56,146	0.3%	29,151	Wells Fargo
Project Fund checking	Wells Fargo		On Demand	N/A	N/A	89,550	0.5%	379,344	Wells Fargo
Petty Cash	Ventura Port District		On Demand	N/A	N/A	1,371	0.01%	1,371	Ventura Port District
Total Cash Deposits						\$ 439,698	3%	\$ 769,752	
<u>Cash in County Treasurer's Pooled Investment Program</u>									
County Treasurer's Pool	Ventura County Treasury		On Demand	2.57%	17,781	17,781	0.1%	17,781	Ventura County Treasury
Total Cash in County Treasury						\$ 17,781	0.1%	\$ 17,781	
TOTAL ALL FUNDS						\$ 16,651,657	100%	\$ 17,009,432	

Notes:

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

10/06/2019

Submitted by: 



CALIFORNIA STATE TREASURER FIONA MA, CPA



PMIA Performance Report

Date	Daily Yield*	Quarter to Date Yield	Average Maturity (in days)
06/17/19	2.42	2.45	170
06/18/19	2.42	2.45	168
06/19/19	2.42	2.45	169
06/20/19	2.42	2.45	169
06/21/19	2.41	2.45	168
06/22/19	2.41	2.44	168
06/23/19	2.41	2.44	168
06/24/19	2.41	2.44	166
06/25/19	2.40	2.44	167
06/26/19	2.41	2.44	168
06/27/19	2.41	2.44	169
06/28/19	2.40	2.44	174
06/29/19	2.40	2.44	174
06/30/19	2.39	2.44	173
07/01/19	2.40	2.40	180
07/02/19	2.40	2.40	180
07/03/19	2.39	2.40	182
07/04/19	2.39	2.40	182
07/05/19	2.39	2.40	182
07/06/19	2.39	2.40	182
07/07/19	2.39	2.39	182
07/08/19	2.39	2.39	179
07/09/19	2.39	2.39	179
07/10/19	2.39	2.39	178
07/11/19	2.38	2.39	179
07/12/19	2.38	2.39	179
07/13/19	2.38	2.39	179
07/14/19	2.38	2.39	179
07/15/19	2.38	2.39	176
07/16/19	2.38	2.39	178
07/17/19	2.38	2.39	179

*Daily yield does not reflect capital gains or losses

[View Prior Month Daily Rates](#)

LAIF Performance Report

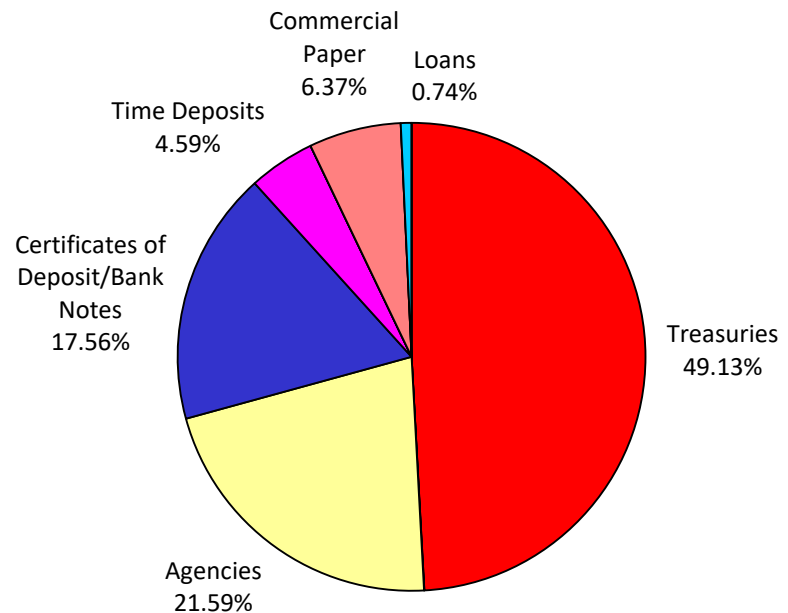
Quarter Ending 06/30/19

Apportionment Rate: 2.57
 Earnings Ratio: .00007028813234525
 Fair Value Factor: 1.001711790
 Daily: 2.39%
 Quarter to Date: 2.44%
 Average Life: 173

PMIA Average Monthly Effective Yields

June 2019 2.428
 May 2019 2.449
 Apr 2019 2.445

Pooled Money Investment Account Portfolio Composition 06/30/19 \$105.7 billion



Percentages may not total 100% due to rounding

Notes: The apportionment rate includes interest earned on the CalPERS Supplemental Pension Payment pursuant to Government Code 20825 (c)(1)

Based on data available as of 07/17/2019



BOARD OF PORT COMMISSIONERS

OCTOBER 16, 2019

STANDARD AGENDA ITEM 2

NEW CONCEPT DESIGN FOR 1567
SPINNAKER DRIVE #100 FOR VISITOR
SERVING USES

**VENTURA PORT DISTRICT
BOARD COMMUNICATION**

STANDARD AGENDA ITEM 2
Meeting Date: October 16, 2019

TO: Board of Port Commissioners
FROM: Brian D. Pendleton, General Manager
Todd Mitchell, Business Operations Manager
Robin Baer, Property Manager
SUBJECT: New Concept Design for 1567 Spinnaker Drive #100 for Visitor Serving Uses

RECOMMENDATION:

The Board of Port Commissioners authorize:

- 1) Submission of the architectural plans to the City of Ventura for all necessary approvals including the Planning and Building Divisions and;
- 2) Preparation of a Request for Proposals (RFP) for Board consideration.

SUMMARY:

1567 Spinnaker Drive #100 includes approximately 5,798 square feet as one unit. On July 17, 2019, the Board approved entering into a professional services agreement (PSA) with Jim McKeown Designs to create a plan for a multi-use, visitor serving space. Since that time the concepts have been refined and are ready for submission to the City. The proposed floor plans presented in July included two options – one that retains the carousel and one that included a children’s play area as one example of an alternative entertainment use. Both options split up the unit into 3 or 4 smaller leasable spaces, which would be marketed through the RFP process. The plan submission to the City will include the existing carousel which can be modified, if necessary, after considering proposals through the RFP process.

BACKGROUND:

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

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

The leasing team met and discussed with Jim McKeown Designs (“McKeown”) alternative concepts for the space. After research, examination of the space and discussions with the leasing team, McKeown believes that the space could be split into 3 - 4 smaller leasable spaces, which would accommodate entertainment and/or retail concepts. McKeown provided a preliminary presentation to the Board on July 17, 2019 of the concept drawings showing the multiple spaces consisting of a range of square footage from approximately 800-2,400. The vision of various sizes allows for alternative uses, such as arcade games, carousel, play area, virtual reality, retail, entertainment, etc.

Request for Proposals (RFP) process:

It is staff's intent to return on November 20th with the proposed RFP. The RFP will be developed to create interest from the brokerage community and business owners who would consider this new leasing opportunity for what will become a newly renovated space with multiple suites. The Thames family is welcome to participate in the RFP process. Circulation of the RFP would likely begin in December and conclude in March. It would include placement on the District website, distribution to the District's existing master and village tenants, and direct mailer to potentially interested parties. Additional outreach efforts will be conducted by the leasing team.

FINANCIAL IMPACT

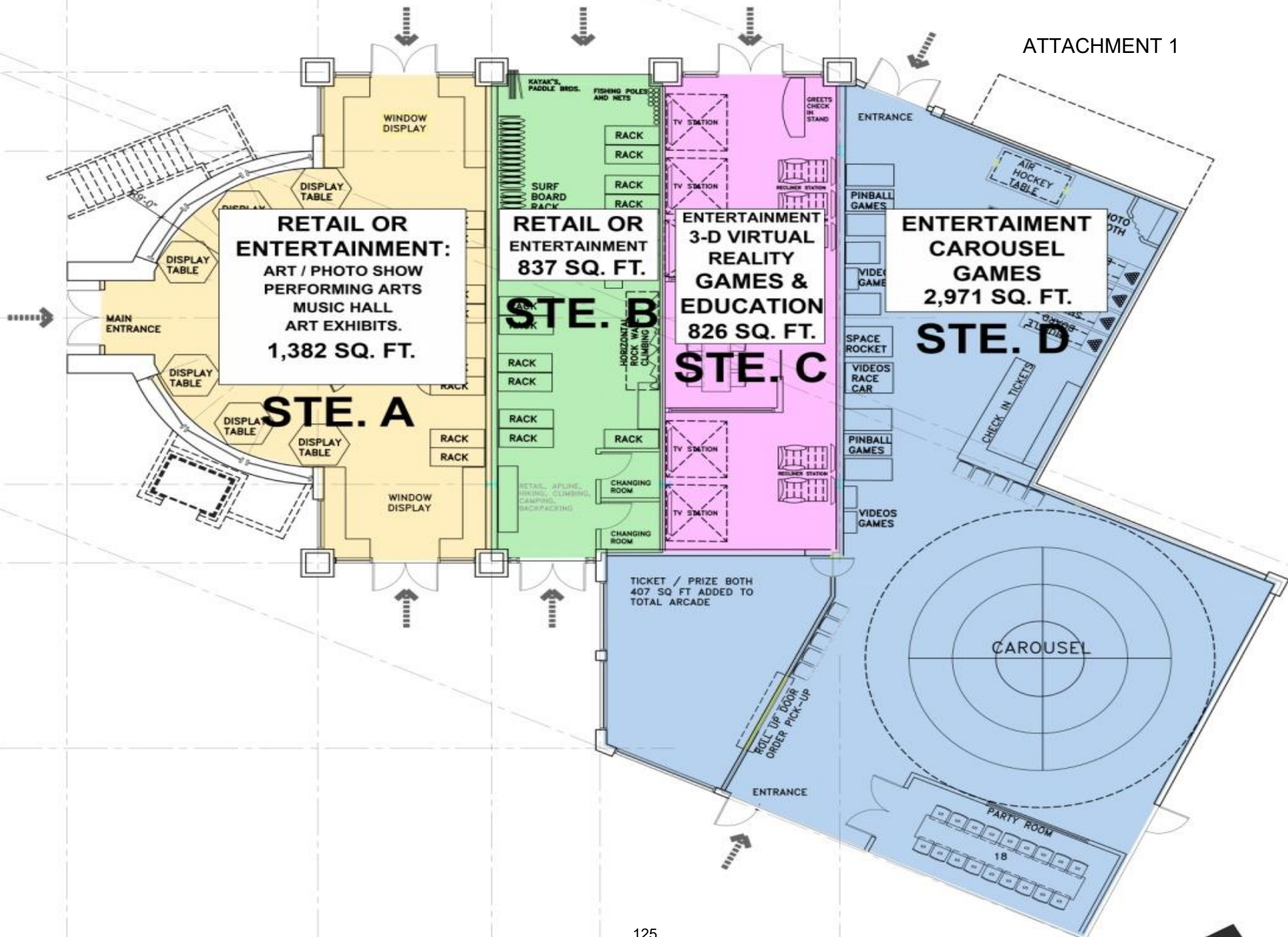
The current month-to-month lease for the 5,798 square foot suite is \$4,324 which includes base rent, common area maintenance (CAM), and promotions. Annualized rent is \$51,888.

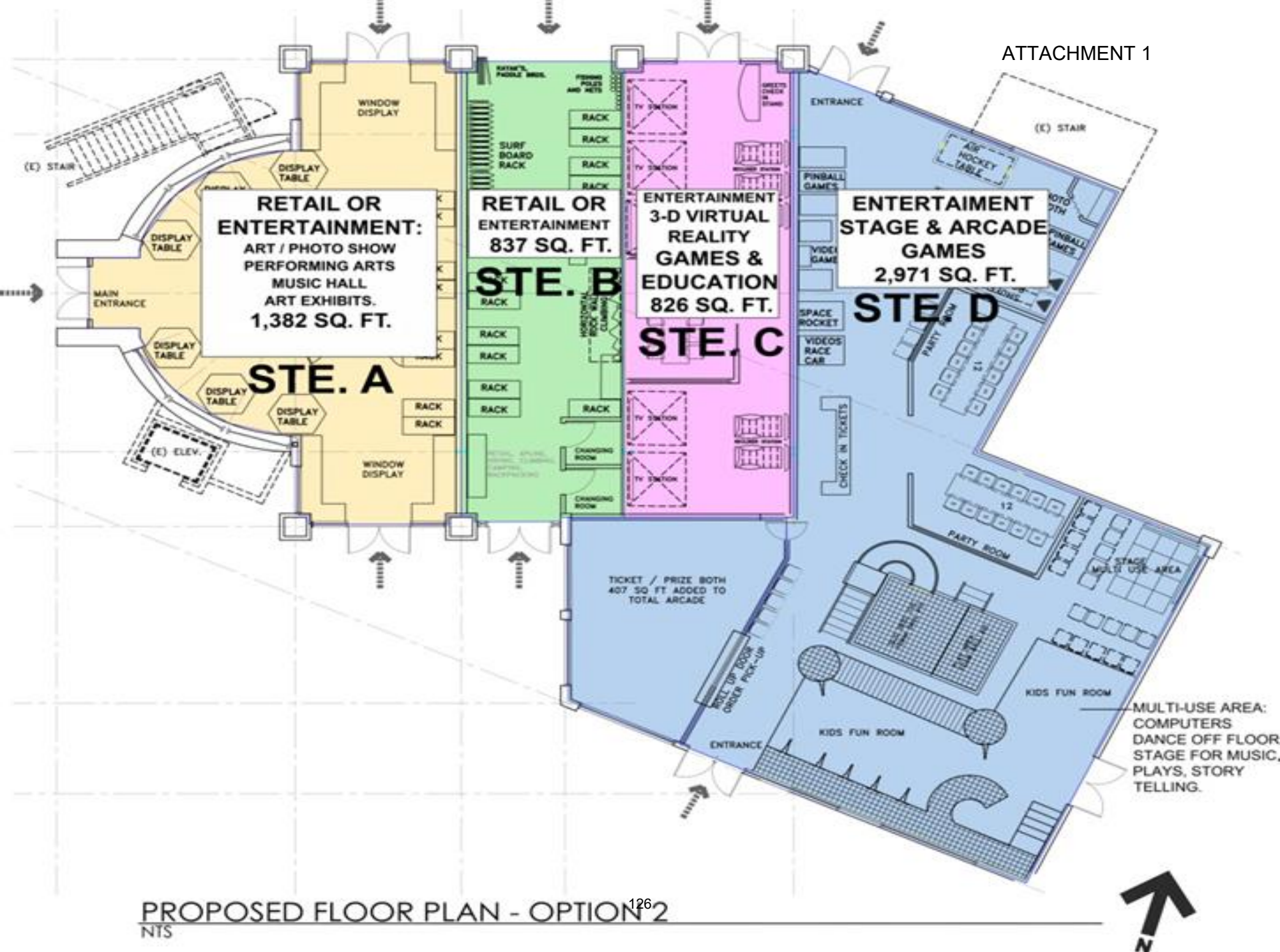
On June 19, 2019, the Board approved the FY19-20 Five Year Capital Improvement Plan (CIP) that consisted of \$75,000 for architectural/design engineering in FY19-20, \$300,000 for construction costs in FY20-21 and \$300,000 for construction costs in FY 21-22. The combined \$600,000 construction cost is a preliminary estimate by McKeown.

Depending on City approvals, the project could be ready for construction bidding by next spring. Further analysis of the project cost and budgeting will be necessary, as the project moves through the permitting process, RFP and construction bidding.

ATTACHMENTS:

Attachment 1 – Proposed Floor Plans and Exterior Facades





WEST



EXISTING CONDITION



PROPOSED FACADE

NORTH



EXISTING CONDITION



PROPOSED FACADE



BOARD OF PORT COMMISSIONERS

OCTOBER 16, 2019

STANDARD AGENDA ITEM 3

APPROVAL OF SLIP FEE INCREASES
FOR VENTURA HARBOR VILLAGE
MARINA

**VENTURA PORT DISTRICT
BOARD COMMUNICATION**

STANDARD AGENDA ITEM 3
Meeting Date: October 16, 2019

TO: Board of Port Commissioners
FROM: Dave Werneburg, Marina Manager / Commercial Fisheries
SUBJECT: Approval of Slip Fee Increases for Ventura Harbor Village Marina

RECOMMENDATION:

That the Board of Port Commissioners approve new slip fees for the Ventura Harbor Village Marina.

SUMMARY:

The Ventura Port District proposes a modest average 5% slip fee increase for our full-time and seasonal marina tenants and a marginal increase for weekly and daily transients to become effective January 1, 2020.

BACKGROUND:

In 2012, the District implemented a 3% increase followed by a 5% increase in 2015. Due to the physical condition of some docks and the pending Dock Replacement Project no slip fee increases have been implemented since 2015.

The Marina has several classes of tenants. The first class is Full-time tenants who maintain a slip 12 months out of the year whether they are physically here or not. Some of our full-time tenants have been with us for 25+ years. The second class is seasonal tenants who might be here 3-6 months out of the year, e.g. some squid seiners, light boats, lobster boats, halibut season, spot prawn season, etc. These vessels pay a 15% premium. The third class are transient vessels who might be here for a few days to a week or two. The respective rates are included as Attachment 1.

Now that the Dock Replacement Project of \$4.6 million is complete, and Ventura Harbor Marina is now a state-of-the-art commercial marina. Staff is selectively repopulating the marina and the proposed new rates are well in line with other harbors and marinas.

The District is mindful and sensitive that commercial fishing, as a whole, especially the squid fleet, has had nearly 5 back-to-back years of very marginal fishing. The District is also sensitive and aware that many of our vessels are not home ported in Ventura and maintain full-time slips in two to three other ports or harbors. A modest 5% increase at this time should not prove too burdensome for our marina tenants. Further, Marina Management has been advising our tenants throughout the dock replacement project that a rate increase would be proposed upon completion.

FISCAL IMPACT:

With the implementation of an average 5% increase, Ventura Harbor Village Marina, will have the potential to generate of approximately \$970k in annual slip rentals. Due to construction impacts in 2019, total revenue projected for FY2019-2020 is \$720k.

ATTACHMENTS:

Attachment 1 – Fee Schedule

Attachment 1

Ventura Harbor Village Marina

10/07/19

Current Rates since March 2015

Slip	Full Time Tenant	Seasonal Transient 3-6			Weekly \$4/ft	Daily \$1.50/ft
30	11.06	331.80	12.72	381.57	120.00	45.00
35	11.06	387.10	12.72	445.17	140.00	52.00
40	11.06	442.40	12.72	508.76	160.00	60.00
45	11.06	497.70	12.72	572.36	180.00	67.00
48	11.34	544.32	13.04	625.97	192.00	72.00
55	12.06	663.30	13.87	762.80	220.00	82.00
60	12.06	723.60	13.87	832.14	240.00	90.00
65	12.06	783.90	13.87	901.49	260.00	97.00
70	12.06	844.20	13.87	970.83	280.00	105.00
80	12.06	964.80	13.87	1,109.52	320.00	120.00
90	12.11	1,089.90	13.93	1,253.39	360.00	135.00
100	13.05	1,305.00	15.01	1,500.75	400.00	150.00
160	13.98	2,236.80	16.08	2,572.32	640.00	240.00

Proposed Rates - Avg. 5% Increase

Slip	Full Time Tenant	Seasonal Transient 3-6			Weekly \$4.30/ft	Daily \$1.65/ft
30	11.61	348.39	13.35	400.65	129.00	50.00
35	11.61	406.46	13.35	467.42	150.50	58.00
40	11.61	464.52	13.35	534.20	172.00	66.00
45	11.61	522.59	13.35	600.97	193.50	74.00
48	11.91	571.54	13.69	657.27	206.40	80.00
55	12.66	696.47	14.56	800.93	236.50	90.00
60	12.66	759.78	14.56	873.75	258.00	99.00
65	12.66	823.10	14.56	946.56	279.50	107.00
70	12.66	886.41	14.56	1,019.37	301.00	115.00
80	12.66	1,013.04	14.56	1,165.00	344.00	132.00
90	12.72	1,144.40	14.62	1,316.05	387.00	135.00
100	13.70	1,370.25	15.76	1,575.79	430.00	165.00
160	14.68	2,348.64	16.88	2,700.94	688.00	264.00