

# VENTURA PORT DISTRICT

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## BOARD OF PORT COMMISSIONERS MINUTES OF JANUARY 25, 2017

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VENTURA  
PORT DISTRICT  
*Established 1952*

The Regular Meeting of the Ventura Board of Port Commissioners was called to order by Chairman Ev Ashworth at 7:10PM at the Ventura Port District Office located 1603 Anchors Way Drive, Ventura, CA 93001.

### **Commissioners Present:**

Everard Ashworth, Chairman  
Brian Brennan, Vice Chairman  
Jim Friedman, Secretary  
Bruce E. Smith  
Nikos Valance

### **Commissioners Absent:**

None

### **Port District Staff:**

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

### **Legal Counsel:**

Timothy Gosney  
Emma Fabeck

## **AGENDA**

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

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

**ROLL CALL:** All Commissioners were present.

### **ADOPTION OF AGENDA**

**ACTON:** Commissioner Brennan moved, seconded by Commissioner Smith and carried by a vote of 5-0 to adopt the January 25, 2017 agenda.

### **APPROVAL OF MINUTES**

The Minutes of January 11, 2017 Regular meeting were considered as follows:

**ACTION:** Commissioner Brennan moved, seconded by Commissioner Friedman and carried by a vote of 5-0 to approve the minutes of the January 11, 2017 Regular meeting, with the following revision:  
Under Election of Officers, change "nominate" to "appoint."

**PUBLIC COMMUNICATIONS:** None.

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

**BOARD COMMUNICATIONS:** None.

**STAFF COMMUNICATIONS:** Mr. Peña announced that the Tall Ships arrived. Ms. Baer gave the Commission a report on what the outreach staff has been doing for the Phase 3 project. Ms. Rauch reminded the Commission about their Form 700. Mr. Parsons updated the Commission on the construction for Phase 3, dredging, and an update on Phase 2.

**LEGAL COUNSEL REPORT:** None.

**CONSENT AGENDA:**

**A) Approval of New Retail Lease Agreement for December Store & More**

Recommended Action: Voice Vote.

That the Board of Port Commissioners approve a new Retail lease agreement between the Ventura Port District dba Ventura Harbor Village and December Store & More for the premises located at 1559 Spinnaker Drive #103 consisting of a total of 400 square feet for a one-year term.

**ACTION:** Commissioner Brennan moved, seconded by Commissioner Friedman and carried by a vote of 5-0 to approve a new Retail lease agreement between the Ventura Port District dba Ventura Harbor Village and December Store & More for the premises located at 1559 Spinnaker Drive #103 consisting of a total of 400 square feet for a one-year term.

**B) Approval of New Retail Lease Agreement for Silhouettes Salon**

Recommended Action: Voice Vote.

That the Board of Port Commissioners approve a new Retail lease agreement between the Ventura Port District dba Ventura Harbor Village and Silhouettes Salon for the premises located at 1591 Spinnaker Drive #117B consisting of a total of 761square feet for a two-year term.

**ACTION:** Commissioner Brennan moved, seconded by Commissioner Friedman and carried by a vote of 5-0 to approve a new Retail lease agreement between the Ventura Port District dba Ventura Harbor Village and Silhouettes Salon for the premises located at 1591 Spinnaker Drive #117B consisting of a total of 761square feet for a two-year term.

**C) Approval of New Office Lease Agreement for Linda D. Andreotti dba Coastwide Corporation**

Recommended Action: Voice Vote.

That the Board of Port Commissioners approve a new Office lease agreement between the Ventura Port District dba Ventura Harbor Village and Linda D. Andreotti dba Coastwide Corporation for the premises located at 1575 Spinnaker Drive #205/A consisting of a total of 1,326 square feet for a one-year term.

**ACTION:** Commissioner Brennan moved, seconded by Commissioner Friedman and carried by a vote of 5-0 to approve a new Office lease agreement between the Ventura Port District dba Ventura Harbor Village and Linda D. Andreotti

dba Coastwide Corporation for the premises located at 1575 Spinnaker Drive #205/A consisting of a total of 1,326 square feet for a one-year term.

**STANDARD AGENDA:**

**1) Approval of Fiscal Year 2015 – 2016 Audit**

Recommended Action: Voice Vote.

That the Board of Port Commissioners approve the acceptance of the Basic Financial Statements and Supplementary Information with Independent Auditor's Report for the Year Ended June 30, 2016, prepared by White Nelson Diehl Evans, LLP.

**ACTION:** Commissioner Smith moved, seconded by Commissioner Friedman and carried by a vote of 5-0 to approve the acceptance of the Basic Financial Statements and Supplementary Information with Independent Auditor's Report for the Year Ended June 30, 2016, prepared by White Nelson Diehl Evans, LLP.

**2) Coastal Marine Biolabs Quarter 1 and Quarter 2 Report**

Recommended Action: Informational.

That the Board of Port Commissioners receive a report from Coastal Marine Biolabs on their Quarters 1 and 2 activities.

**ACTION:** The Commission received a presentation from Linda Santschi, Ph.D. from Coastal Marine Biolabs on their quarter 1 and 2 activities.

**3) ADA Parking Access Improvements Bid Award**

Recommended Action: Voice Vote.

That the Board of Port Commissioners award the ADA Parking Access Improvements contract to *J & H Engineering General Contractors, Inc.* in the amount of \$174,934.25.

**ACTION:** Commissioner Friedman moved, seconded by Commissioner Smith and carried by a vote of 5-0 to award the ADA Parking Access Improvements contract to *J & H Engineering General Contractors, Inc.* in the amount of \$174,934.25.

**4) Approval of Parking Management Plan for the Ventura Harbor**

Recommended Action: Roll Call Vote.

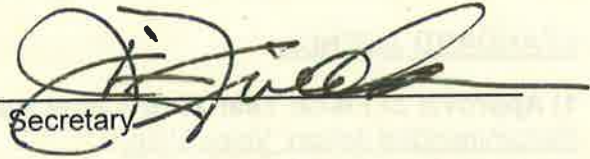
That the Board of Port Commissioners approve the Parking Management Plan for the Ventura Harbor.

**ACTION:** Commissioner Brennan moved, seconded by Commissioner Smith and carried by a vote of 5-0 to approve the Parking Management Plan for the Ventura Harbor, with the following revisions:

- Reclassify the document as a "Study" instead of a "Plan"
- Reflect what is currently happening at the Harbor Cove Parking Lot
- Include other Long-Term Options
- Include the Memorandum to Tenants on Employee Parking
- Remove Long-Term Option of a new beach parking lot between Surfer's Knoll and Harbor Cove

**REQUEST FOR FUTURE AGENDA ITEMS:** 1. Chubb Claim; 2. Survey of boater insurance in the Ventura Harbor Marina; 3. Partner with the City on employee pensions.

**ADJOURNMENT:** The meeting was adjourned at 9:44PM.

  
Secretary