

VENTURA PORT DISTRICT

BOARD OF PORT COMMISSIONERS MINUTES OF FEBRUARY 22, 2017



VENTURA
PORT DISTRICT
Established 1952

The Regular Meeting of the Ventura Board of Port Commissioners was called to order by Chairman Ev Ashworth at 7:06PM 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
Mackenzie Fly, Marketing & Events Coordinator
Jessica Rauch, Clerk of the Board

Legal Counsel:

Timothy Gosney
Dominic Nunneri

AGENDA

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

PLEDGE OF ALLEGIANCE: By Commissioner Brennan.

ROLL CALL: All Commissioners were present.

ADOPTION OF AGENDA

ACTON: Commissioner Brennan moved, seconded by Commissioner Friedman and carried by a vote of 5-0 to adopt the February 22, 2017 agenda, moving Consent Item B to the Standard agenda.

APPROVAL OF MINUTES

The Minutes of February 8, 2017 Regular meeting were considered as follows:

ACTION: Commissioner Friedman moved, seconded by Commissioner Valance and carried by a vote of 5-0 to approve the minutes of the February 8, 2017 Regular Meeting.

PUBLIC COMMUNICATIONS: Sam Sadove asked if the harbor entrance would be closed during dredging and the answer was no.

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

BOARD COMMUNICATIONS: Commissioner Brennan attended the VSE Workshop last week and said it was very informative and had a great turn out. He also mentioned that a member of the public complained about aerosol cans/propane tanks littering Surfer's Knoll beach. Commissioner Brennan assessed the beach this morning and saw Harbor Patrolman Pat Hummer who said they were picking them up and deposing of them. He gave kudos to the Harbor Patrol team for being diligent in their safety efforts.

STAFF COMMUNICATIONS: Mr. Peña introduced new marketing and events coordinator, Mackenzie Fly, who then introduced herself and gave the Commission background on her marketing experience. Mr. Parsons updated the Commission on dredging and Phase 3 construction. Mr. Gonzalez reported that all additional handrails have been installed.

LEGAL COUNSEL REPORT: Mr. Gosney reported that the Bashkiroff claim is closed.

CONSENT AGENDA:

A) Approval of Out of Town Travel Requests

Recommended Action: Voice Vote.

That the Board of Port Commissioners approve the out of town travel request for Marketing Coordinator, Mackenzie Fly.

ACTION: Commissioner Brennan moved, seconded by Commissioner Smith and carried by a vote of 5-0 to approve the out of town travel request for Marketing Coordinator, Mackenzie Fly.

C) Approval of New Office Lease Agreement for Ventura Dive & Sport

Recommended Action: Voice Vote.

That the Board of Port Commissioners approve a new office lease agreement for the premises located at 1559 Spinnaker Drive #206 consisting of 765 square feet between the Ventura Port District dba Ventura Harbor Village and Ventura Dive & Sport for a three-year term with a two-year option.

ACTION: Commissioner Brennan moved, seconded by Commissioner Smith and carried by a vote of 5-0 to approve a new office lease agreement for the premises located at 1559 Spinnaker Drive #206 consisting of 765 square feet between the Ventura Port District dba Ventura Harbor Village and Ventura Dive & Sport for a three-year term with a two-year option.

D) Approval of New Retail Lease Agreement for Ventura Dive & Sport

Recommended Action: Voice Vote.

That the Board of Port Commissioners approve a new retail lease agreement for the premises located at 1559 Spinnaker Drive #108 consisting of 2,028 square feet between the Ventura Port District dba Ventura Harbor Village and Ventura Dive & Sport for a three-year term with a three-year option.

ACTION: Commissioner Brennan moved, seconded by Commissioner Smith and carried by a vote of 5-0 to approve a new retail lease agreement for the premises located at 1559 Spinnaker Drive #108 consisting of 2,028 square feet between the Ventura Port District dba Ventura Harbor Village and Ventura Dive & Sport for a three-year term with a three-year option.

E) Approval of Third Amendment to Professional Services Agreement with Jensen Design & Survey, Inc.

Recommended Action: Voice Vote.

That the Board of Port Commissioners approve Amendment No. 3 to the Professional Services Agreement, dated April 1, 2016 with Jensen Design & Survey, Inc. in the amount of \$15,000.

ACTION: Commissioner Brennan moved, seconded by Commissioner Smith and carried by a vote of 5-0 to approve Amendment No. 3 to the Professional Services Agreement, dated April 1, 2016 with Jensen Design & Survey, Inc. in the amount of \$15,000.

F) Approval of Second Amendment to Professional Services Agreement with Dudek

Recommended Action: Voice Vote.

That the Board of Port Commissioners approve the Second Amendment to Professional Services Agreement with *Dudek* in the amount of \$12,560 to provide additional environmental consultant services for the Permitting Strategy for the Ventura Shellfish Enterprise (VSE) project.

ACTION: Commissioner Brennan moved, seconded by Commissioner Smith and carried by a vote of 5-0 to approve the Second Amendment to Professional Services Agreement with *Dudek* in the amount of \$12,560 to provide additional environmental consultant services for the Permitting Strategy for the Ventura Shellfish Enterprise (VSE) project.

G) Approval of Fourth Amendment to Professional Services Agreement with RRM Design Group for the Phase 3 Harbor Village Improvement Project

Recommended Action: Voice Vote.

That the Board of Port Commissioners approve the Fourth Amendment to Professional Services Agreement, dated February 12, 2014 with RRM Design Group in the amount of \$25,000.

ACTION: Commissioner Brennan moved, seconded by Commissioner Smith and carried by a vote of 5-0 to approve the Fourth Amendment to Professional Services Agreement, dated February 12, 2014 with RRM Design Group in the amount of \$25,000.

STANDARD AGENDA:

B) Approval of Charter, Retail and Dock Lease Agreement for Island Packers, Corp.

Recommended Action: Voice Vote.

That the Board of Port Commissioners approve a new Charter, Retail & Dock Lease Agreement between the Ventura Port District dba Ventura Harbor Village and The Island Packers, Corp dba Island Packers, Corp for the premises located at 1591 Spinnaker Drive #105B consisting of a total of 2,666 square feet for a five-year term with a five year option to extend.

Note: Legal Counsel informed the Commission that since this lease term totals 10 years, they are required, pursuant to the California Harbors and Navigations Code Section 6270, to

authorize and direct staff to publish a notice of its intent to adopt an Ordinance authorizing execution of the lease.

ACTION: Commissioner Friedman moved, seconded by Commissioner Smith and carried by a vote of 5-0 to authorize the Ventura Port District to publish a Notice of Proposed Ordinance for the charter, retail and dock Lease Agreement for Island Packers, Corp. in a newspaper of general circulation.

1) Approval of Mid-Year Budget Adjustments for Fiscal Year 2016-2017

Recommended Action: Roll Call Vote.

That the Board of Port Commissioners adopt Resolution No. 3328 authorizing the Mid-Year Budget Adjustments for Fiscal Year 2016-17.

ACTION: Commissioner Friedman moved, seconded by Commissioner Smith and carried by a vote of 5-0 to adopt Resolution No. 3328 authorizing the Mid-Year Budget Adjustments for Fiscal Year 2016-17.

REQUEST FOR FUTURE AGENDA ITEMS: 1. VSE Staffing; 2. Fish Pier 3. Capital Improvements Program; 4. Goals and Objectives before Budget; 5. Post Employment Benefits.

ADJOURNMENT: The meeting was adjourned at 8:15PM.


Secretary