



Minutes of Workshop Meeting of the Ventura Port District Board of Port Commissioners Held March 9, 2016

The Workshop Meeting of the Ventura Board of Port Commissioners was called to order by Chairman Jim Friedman at 12:10PM at the Ventura Port District Office located 1603 Anchors Way Drive, Ventura, CA 93001.

Commissioners Present:

Jim Friedman, Chair
Everard Ashworth, Vice Chair
Gregory L. Carson
Bruce E. Smith
Nikos Valance

Commissioners Absent:

None

Port District Staff:

Oscar Peña, General Manager
Brian Pendleton, Business Operations Manager
Jennifer Talt-Lundin, Marketing Manager
Robin Baer, Property Manager
Joe Gonzalez, Facilities Manager
Frank Locklear, Marina Manager
Richard Parsons, Consultant
Jessica Rauch, Clerk of the Board

Legal Counsel:

Timothy Gosney
Dominic Nunneri

AGENDA

CALL TO ORDER: By Chairman Jim Friedman at 12:10PM.

PLEDGE OF ALLEGIANCE: By Commissioner Smith.

ROLL CALL: All Commissioners were present.

ADOPTION OF AGENDA

ACTON: Commissioner Carson moved, seconded by Commissioner Smith and carried by a vote of 5-0 to adopt the February 10, 2016 agenda, with one change. Item B was pulled from the Consent Agenda and moved to the Standard Agenda for Counsel to provide an additional oral report to the Board.

APPROVAL OF MINUTES

The Minutes of February 24, 2016 regular meeting were considered as follows:

ACTION: Commissioner Ashworth moved, seconded by Commissioner Carson and carried by a vote of 5-0 to approve the minutes of the February 24, 2016 regular meeting.

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 as to how to proceed as appropriate and there was no action taken that is reportable under The Brown Act.

BOARD COMMUNICATIONS: Commissioner Ashworth reported that he attended the Design Review Committee meeting and spoke regarding the Sondermann Ring Project. He also reported on the meetings that were held last week for the Ventura Shellfish Enterprise and the status of the project. Commissioner Carson thanked Mr. Pendleton, Mr. Peña, Commissioner Ashworth and Brian Brennan for attending the Design Review Committee meeting and for speaking in favor of the project. He also mentioned that he, Commissioner Ashworth and Richard Parsons will be in Washington, D.C. next week representing the District on a thank you tour and continuing efforts to increase dredge funding. Commissioner Smith reported that the County has made revisions to its Local Coastal Program and Ordinances. He took it upon himself to review and there are no adverse effects to the Harbor.

STAFF COMMUNICATIONS: Mr. Pendleton reported that the Design Review Committee approved the Sondermann Ring Project (SRP). He commented that bi-weekly meetings with SRP Staff are continuing. Mr. Pendleton also reported that the Small Business Association (SBA) set up a disaster recovery center here at our offices for the past few weeks. It was first for crab fisherman then they added the harbor entrance closure. Mr. Peña expressed his appreciation to Mr. Pendleton and Harbormaster Higgins for working with the SBA. It was helpful to see who had a loss during the Harbor entrance closure. Mr. Parsons gave a status updated on dredging.

CONSENT AGENDA:

A) Amendment to Professional Services Agreement with RRM Design Group

Recommended Action: Motion.

That the Board of Port Commissioners approve Amendment No. 2 to the Professional Service Agreement, dated October 3, 2014 with RRM Design Group for the ADA Phase 2 Project.

ACTION: Commissioner Carson moved, seconded by Commission Smith and carried by a vote of 5-0 to approve Amendment No. 2 to the Professional Service Agreement, dated October 3, 2014 with RRM Design Group for the ADA Phase 2 Project.

B) Award of Bid to J&T Engineering and Construction for the Village Phase 2 Accessibility Improvements

Recommended Action: Motion.

That the Board of Port Commissioners take the following actions:

- a. Award the Ventura Harbor Village Phase 2 Accessibility Improvements to J&T Engineering and Construction in the amount of \$165,200; and
- b. Accept Rasmussen and Associates proposal of February 12, 2016 to provide construction inspection for the accessibility improvements contract mentioned above for a fee not to exceed \$5,500.

This item was pulled from the Consent Agenda for Legal Counsel to provide additional information to the Commission.

- ACTION:** Commissioner Carson moved, seconded by Commissioner Ashworth and carried by a vote of 5-0 to:
- a. Waive the informality;
 - b. Accept J&T Engineering and Construction's bid as corrected;
 - c. Award the Ventura Harbor Village Phase 2 Accessibility Improvements to J&T Engineering and Construction in the amount of \$165,200; and
 - d. Accept Rasmussen and Associates proposal of February 12, 2016 to provide construction inspection for the accessibility improvements contract mentioned above for a fee not to exceed \$5,500.

C) Memorandum of Understanding between Beach Erosion Authority for Clean Oceans and Nourishment (BEACON) and the Ventura Port District
Recommended Action: Motion.

That the Board of Port Commissioners authorize the General Manager to sign the Memorandum of Understanding (MOU) between Beach Erosion Authority for Clean Oceans and Nourishment (BEACON) and the Ventura Port District for supplemental dredging.

- ACTION:** Commissioner Carson moved, seconded by Commissioner Smith and carried by a vote of 5-0 to authorize the General Manager to sign the Memorandum of Understanding (MOU) between Beach Erosion Authority for Clean Oceans and Nourishment (BEACON) and the Ventura Port District for supplemental dredging.

ACTION ITEM:

1) Update on Emergency Conditions at 1691 Spinnaker Drive

Recommended Action: 4/5ths vote.

That the Board of Port Commissioners determine by a four-fifths vote that there is a need to continue the emergency action adopted by the Board on January 13, 2016 to award a contract to Letner Roofing Company to replace the tile roof system on 1691 Spinnaker Drive without giving notice for bids to let a contract.

- ACTION:** Commissioner Ashworth moved, seconded by Commissioner Carson and carried by a vote of 5-0 to determine by a four-fifths vote that there is a need to continue the emergency action adopted by the Board on January 13, 2016 to award a contract to Letner Roofing Company to replace the tile roof system on 1691 Spinnaker Drive without giving notice for bids to let a contract.

WORKSHOP ITEM:

1) Review of Draft RFP to Lease Ventura Port District Property for Development

Recommended Action: Informational.

That the Board of Port Commissioners provide direction to staff regarding the Draft Request for Proposals to Lease Ventura Port District Property for Development.

- ACTION:** The Board of Port Commissioners received a presentation on the Draft Request for Proposals to Lease Ventura Port District Property for Development and gave the following feedback:

1. Commissioner Smith:

- **PowerPoint Slide 16, under Community, the order should be changed to have tourism first, increased property second and creation of job opportunities third.**
- **Timeframes – Two months is a very short period of time. May want to think about flexibility with that or making the timeline a little longer.**
- **Allow flexibility to go into the Blackbeard's space as part of Parcel 5 because the space is now underutilized and could solve a problem we have.**

2. Commissioner Ashworth:

- **Commented that this was a nice effort for the first draft and thanked Mr. Pendleton for mentioning VSE in the RFP.**
- **In Section 5.1.6.5 – weave in the goals of increased visitors, increased enjoyment of the area, and enjoyment of our services. Also, recognize that we may need to modify current improved uses. We need to make sure the developer appreciates the coastal zone management act and those principals have to be considered as part of the RFP. Should weave in basic language from those principals.**
- **Suggested a page limit.**
- **Would like to be able to go out to bid again. If there is an idea that was never thought of, would like to be able to go back out to bid to refocus the proposal and give more direction on that idea.**


3. Commissioner Carson:

- **Good first effort.**
- **Don't think we are going to have people knocking our door down on this RFP. We are asking for a lot; we're asking it to be all self-funded.**
- **Parking strategy needs to be clear for both parcels. Need to look at where our max parking lot is with the square footage that we currently have.**
- **Asking for no participation from us other than land is going to be a tough sell.**
- **Timeline for RFP should be a little bit longer.**
- **Visitor services need to be very clear.**

Public Comment: Marla Daily, President of the Santa Cruz Island Foundation, expressed interest in Parcel 8 for a California Islands Institute. Buz Bonsall, Santa Cruz Island Foundation Board Member, came to introduce himself and express the Foundations interest in utilizing one of the parcels for their concept.

REQUEST FOR FUTURE AGENDA ITEMS: None.

ADJOURNMENT: The meeting was adjourned at 1:15PM.


Secretary