PORT COMMISSION AGENDA
REGULAR MEETING
OCTOBER 24, 2018 AT 7:00PM
VENTURA PORT DISTRICT OFFICE
1603 ANCHORS WAY DRIVE
VENTURA, CA 93001

A Closed Session of the Board will be held at 5:30PM at the Port District Office located at 1603 Anchors Way Drive, Ventura, CA, to discuss the items on the Attachment to Agenda-Closed Session Conference with Legal Counsel.

The Board will convene in Open Session at the Port District Office located at 1603 Anchors Way Drive for its Regular Meeting at 7:00PM.

ADMINISTRATIVE AGENDA:

CALL TO ORDER: By Vice Chairman Brian Brennan.

PLEDGE OF ALLEGIANCE: By Vice Chairman Brian Brennan.

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 (Port District Business-Meetings & Agendas). 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 10, 2018 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 Commissioners may present brief reports on port issues, seminars, meetings and literature that would be of interest to the public and/or Commission, as a whole. In addition, Port Commissioners should provide a brief summary and disclose any discussions he or she may have had with any Port District Tenants related to Port District business.

DEPARTMENTAL AND GENERAL MANAGERS REPORTS (5 minutes)
Ventura Port District Staff and General Manager will give the Commission reports on their Department and items of general interest to the Port Commission and members of the public.

LEGAL COUNSEL REPORT (5 minutes)

CONSENT AGENDA: (5 minutes)
Matters appearing on the Consent Calendar are expected to be non-controversial and will be acted upon by the Board at one time, without discussion, unless a member of the Board or the public requests an opportunity to address any given item. Approval by the Board of Consent Items means that the recommendation is approved along with the terms set forth in the applicable staff reports.

A) Approval of Out of Town Travel Requests
Recommended Action: Voice Vote.
That the Board of Port Commissioners approve the out of town travel requests for the following persons:
   a) Marketing Manager, Jennifer Talt-Lundin to Monterey, California to participate in the Central Coast Board Workshop and Meeting; and
   b) Consultant, Richard Parsons to travel to San Francisco, California to attend a California Coastal Commission (CCC) Meeting.

STANDARD AGENDA:

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

2) Approval of a Budget Adjustment for Repair of a Harbor Cove Beach Water Line
Recommended Action: Voice Vote.
That the Board of Port Commissioners approve a budget adjustment in the amount of $44,900.00 to repair a fractured water line at Harbor Cove Beach.

AGENDA PLANNING GUIDE AND REQUEST FOR FUTURE AGENDA ITEMS

ADJOURNMENT
<table>
<thead>
<tr>
<th>This agenda was posted on Friday, October 19, 2018 by 5:00 p.m. at the Port District Office and on the Internet – <a href="http://www.venturaharbor.com">www.venturaharbor.com</a> (Port District Business-Meetings &amp; Agendas).</th>
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<tr>
<td>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.</td>
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<td>(28 CFR 35.102.35.104 ADA Title II)</td>
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ATTACHMENT TO PORT COMMISSION AGENDA
CLOSED SESSION CONFERENCE WITH LEGAL COUNSEL

WEDNESDAY, OCTOBER 24, 2018

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

   a) Property: Parcel 5 and Parcel 8
      Negotiating Parties: Oscar Peña, Brian Pendleton, Timothy Gosney
      Proposed Lessee: H. Parker Hospitality
      Under Negotiation: Lease Negotiations
      (Verbal Report)

   b) Property: 1567 Spinnaker Drive #100
      Negotiating Parties: Oscar Peña, Brian Pendleton, Timothy Gosney
      Proposed Lessee: Triston and Sharon Thames dba Ventura Village Carousel
      Under Negotiation: New Retail Lease

   c) Property: 1567 Spinnaker Drive #200
      Negotiating Parties: Oscar Peña, Brian Pendleton, Timothy Gosney
      Proposed Lessee: Lynn and Mike Mikelatos dba Margarita Villa Mexican Restaurant
                       Lielle Arad dba Julie’s Alps A Bavarian Fun Fest
      Under Negotiation: New Restaurant Lease

2. Conference with Legal Counsel – Anticipated Litigation: Significant exposure to litigation pursuant to paragraph (2) of subdivision (d) of Section 54956.9: Three Cases.
   (Verbal Report)
BOARD OF PORT COMMISSIONERS

OCTOBER 24, 2018

APPROVAL OF MINUTES

OCTOBER 10, 2018
The Regular Meeting of the Ventura Board of Port Commissioners was called to order by Chairman Everard Ashworth at 7:07PM at the Ventura Port District Administration Office, 1603 Anchors Way Drive, Ventura, CA 93001.

Commissioners Present:
Everard Ashworth, Chairman
Jim Friedman, Secretary
Jean Getchell

Commissioners Absent:
Chris Stephens
Brian Brennan, Vice Chairman

Port District Staff:
Oscar Peña, General Manager
Brian Pendleton, Deputy General Manager
John Higgins, Harbormaster
Jessica Rauch, Clerk of the Board

Legal Counsel:
Timothy Gosney
Dominic Nunneri

AGENDA

CALL TO ORDER: By Chairman Everard Ashworth at 7:07PM.

PLEDGE OF ALLEGIANCE: By Commissioner Getchell.

ROLL CALL: Commissioners Stephens and Brennan were absent.

ADOPTION OF AGENDA

ACTON: Commissioner Getchell moved, seconded by Commissioner Friedman and carried by a vote of 3-0 to adopt the October 10, 2018 agenda.

APPROVAL OF MINUTES
The Minutes of the September 26, 2018 Regular Meeting were considered as follows:

ACTION: Commissioner Friedman moved, seconded by Commissioner Getchell and carried by a vote of 3-0 to approve the minutes of the September 26, 2018 Regular Meeting.
The Minutes of the September 12, 2018 Regular Meeting were considered as follows:

**ACTION:** The Minutes of the September 12, 2018 Regular Meeting were continued to the next meeting for approval due to not having a quorum for approval.

**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:** Commissioner Ashworth reported that he attended a conference at the Aquarium of the Pacific in Long Beach where he spoke about the VSE project.

**STAFF COMMUNICATIONS:** Mr. Peña reported on the previous weekend's events in Harbor Village.

**LEGAL COUNSEL REPORT:** Mr. Gosney reported on a new case, *San Diego Unified Port District v. California Coastal Commission (Sunroad Marina Partners, LP)*, which is particularly relevant for the development of Parcels 5 and 8. The Coastal Commission denied an application from the San Diego Unified Port District to amend the port master plan. The San Diego Unified Port District was seeking to amend its local coastal plan to enable Sunroad Marina Partners LP to build a new hotel. The Coastal Commission denied the application, saying among other things, that there was an inadequate affording housing element to support the project (the court used the example of a hostel). The San Diego Unified Port District challenged the Coastal Commission's decision in court, and the court upheld the Coastal Commission's decision.

**STANDARD AGENDA:**

1) **Approval of Fifth Amendment to Professional Services Agreement with Dudek**

   **Recommended Action:** Voice Vote.

   That the Board of Port Commissioners approve the Fifth Amendment to Professional Services Agreement with Dudek in the amount of $45,000 for professional services for the Ventura Shellfish Enterprise (VSE) project.

   **ACTION:** Commissioner Friedman moved, seconded by Commissioner Getchell and carried by a vote of 3-0 to approve the Fifth Amendment to Professional Services Agreement with Dudek in the amount of $45,000 for professional services for the Ventura Shellfish Enterprise (VSE) project.

2) **Approval of Fourth Amendment to Professional Services Agreement with Plauché & Carr, LLP**

   **Recommended Action:** Voice Vote.

   That the Board of Port Commissioners approve the Fourth Amendment to Professional Services Agreement with Plauché & Carr, LLP in the amount of $34,000 for professional legal services for the Ventura Shellfish Enterprise (VSE) project.

   **ACTION:** Commissioner Getchell moved, seconded by Commissioner Friedman and carried by a vote of 3-0 to approve the Fourth Amendment to Professional
Services Agreement with Plauché & Carr, LLP in the amount of $34,000 for professional legal services for the Ventura Shellfish Enterprise (VSE) project.

3) Modifications to the Ventura Port District Human Resources Manual
Recommended Action: Roll Call Vote.
That the Board of Port Commissioners adopt Resolution No. 3362 modifying the Human Resources Manual to add two new full-time employee incentive programs: an educational incentive program and a bilingual incentive program.

ACTION: Commissioner Getchell moved, seconded by Commissioner Friedman and carried by a vote of 3-0 to adopt Resolution No. 3362 modifying the Human Resources Manual to add two new full-time employee incentive programs: an educational incentive program and a bilingual incentive program.

4) Approval of Southern California Gas Company Grant of Easement for Portside Partners Ventura Harbor, LLC
Recommended Action: Voice Vote.
That the Board of Port Commissioners authorize the General Manager to sign and notarize a Grant of Easement to Southern California Gas Company, and its successors and assigns, for a permanent non-exclusive easement to construct, use, maintain, and operate one or more pipelines, conduits and appurtenances thereto for the transportation and distribution of natural gas and communications, together with reasonable right of ingress and egress as necessary to access the Easement and the right to use Grantor’s abutting property during construction and maintenance thereof, said Easement being granted in the strip of land located in the City of Ventura in the County of Ventura, California, that real property described as Parcels 15, 16, and 18 in the Ventura Harbor.

ACTION: Commissioner Getchell moved, seconded by Commissioner Friedman and carried by a vote of 3-0 to authorize the General Manager to sign and notarize a Grant of Easement to Southern California Gas Company, and its successors and assigns, for a permanent non-exclusive easement to construct, use, maintain, and operate one or more pipelines, conduits and appurtenances thereto for the transportation and distribution of natural gas and communications, together with reasonable right of ingress and egress as necessary to access the Easement and the right to use Grantor’s abutting property during construction and maintenance thereof, said Easement being granted in the strip of land located in the City of Ventura in the County of Ventura, California, that real property described as Parcels 15, 16, and 18 in the Ventura Harbor.

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

ADJOURNMENT: The meeting was adjourned at 7:25PM.

__________________________
Secretary
BOARD OF PORT COMMISSIONERS
OCTOBER 24, 2018

DEPARTMENTAL STAFF REPORTS

DREDGING
FEDERAL
FACILITIES
HARBOR PATROL
MARINA
MARKETING
PROPERTY
TREASURERS
October 24, 2018

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

Subject: September/October 2018 Dredging Activities and Special Projects Report

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

**FY2019 Corps of Engineers Dredging**

With $5,370,000 in federal funding now committed to the FY2019 maintenance dredging of the Ventura Harbor entrance channel and sand traps, the Los Angeles District of the Corps of Engineers is proceeding with preparations for the dredging effort. On October 5, 2018, a Draft Environmental Assessment (DEA) for a Six Year Ventura Harbor Federal Maintenance Dredging Program was made available for public comment. The comment period closes on November 5, 2018. The document is available on the Corps Public Notice web link as follows:


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

**Inner Harbor Sediment Sampling**

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

**Surface Water Monitoring Program**

In May of this year the staff of the Los Angeles Regional Water Quality Control Board contacted the Port District and the City of Ventura and requested that both the Port and the City resume weekly bacteria monitoring of the harbor and keys waterways. The requested monitoring would be for a two year period and would assess whether there was an indication of water quality impairment for enterococcus within the harbor and keys. A draft Surface Water Monitoring
Program was prepared by the City and the Port and submitted to the Water Board staff in September 2018. That program has now been approved and the District is now negotiating a cost sharing agreement with the City. The District cost is expected to be about $25,000 per year or $50,000 over two years. If after two years of monitoring there is found to be an impairment, the Water Board would then consider adoption of a TMDL to address that impairment.

**Fish Pier Deck Repairs**
Garland/DBS and their subcontractor have now removed an average of about 2 inches of the concrete surface from the eastern half of the fish pier deck. In some limited areas, however, as much as 5 inches of concrete was removed due to the crumbling character of the material. This will result in the need to fill those areas with more material than was anticipated in the contract documents. We are presently working with the District’s engineering advisor, Noble Consultants to adjust the contract scope of work in order to keep the project within budget.

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

**Harbor Village Dock Project**
The California Coastal Commission is expected to consider again the Coastal Development Permit for the replacement of Docks C, D, G and H at Harbor Village at their meeting in San Francisco on November 7-9, 2018.

Respectfully submitted,

**Richard Parsons**
Dredging and Special Projects Consultant

Attachment.
ATTACHMENT 1

Areas in Question: B & D
Fall Outlook
Congress, having passed five of its annual appropriations bills before the start of the new fiscal year, has shown its ability to govern. With the Energy and Water, Defense, Veterans Affairs, Legislative Branch Labor-HHS bills signed into law, these agencies will not have to rely on what had become a standard practice of passing a continuing resolution (CR), or a series of them, to keep the government funded. It has been nearly two decades since we have seen any appropriations bills finalized before the end of the fiscal year and so this accomplishment should be acknowledged. The remaining seven appropriations bills are at various stages of consideration and required passage of a CR until December 7th. However, the outlook for the fall looks to be a stark contrast to the last several months.

At present, both the House and Senate have adjourned until after the mid-term elections. The outcome of the mid-term elections will largely dictate when Congress will resume work on the pending appropriations bills. Early signals from House and Senate republicans indicate that a final resolution for a five-bill minibus package may be on hold until Congress tackles the President’s priority of providing funding in the FY19 Department of Homeland Security Appropriations bill for the border wall. Even though we are roughly 60-days away from the CR deadline of December 7th, talk of a possible government shutdown post-election have begun.

Water Resources Development Act of 2019
Before breaking to campaign for the mid-term elections, Congress achieved a civil works milestone: passage of a third consecutive Water Resources Development Act. S. 3021, America’s Water Infrastructure Act of 2018 passed the House before the August recess, but failed to secure floor time in the Senate over the summer. As one of its last legislative items before adjournment, on October 19th the WRDA 2018 bill won overwhelming support from the Senate. WRDA 2018 passed by a vote of 99-1 and is currently awaiting a signature by President Trump so that it can become law.

Disaster Recovery Reform Act of 2018
A five-year reauthorization of the Federal Aviation Administration (H.R. 302) was approved by Congress in late September and signed into law (P.L. 115-254) by the President on October 5th. Included in this package is the “Disaster Recovery Reform Act of 2018” which provides the following reforms for the Federal Emergency Management
Agency (FEMA) to help communities better prepare for and respond to disasters of all types:

- Reforms FEMA and the Stafford Act by ensuring that a percentage of assistance provided in the wake of disasters is invested in predisaster hazard mitigation so that states, tribal, and local governments can pre-empt the damage and distress that results from disasters;
- Clarifies what may be eligible for mitigation funding, making sure investments are cost effective and reduce risk;
- Speeds recovery by creating efficiencies in FEMA’s programs such as getting structures inspected faster;
- Clarifies federal programs to help expedite assistance for recipients of FEMA aid, resolve issues quickly, and rebuild more efficiently;
- Provides more flexibility in meeting disaster survivors’ housing needs;
- Simplifies federal requirements for individuals and state, local, and Indian tribal governments;
- Helps communities meet the needs of pets in disasters;
- Increases transparency and oversight in the disaster assistance process.
Staff continues to perform preventive maintenance on certain areas that need immediate attention on the Ventura Harbor Village buildings to prevent dry rot damage to existing area. This includes sills, trim, mildew treatment and other areas.

1583 rear staircase to the Greek Mediterranean Steak & Seafood Restaurant has been refurbished with new anti-slip paint and stainless steel hand rails.

New water pressure regulator for building 1559 was installed recently.
1583 and 1575 second floor balcony’s, certain areas have been waterproofed and refurbished with new anti-slip decking paint, due to wear and tear.

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

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

**ON-GOING PROJECTS:**

**New Lease Agreements:** Working closely with the following tenants on their new lease agreements in regards to facility improvements:

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

**Re-Roofing Phase II (1431, 1591, 1691):** The Garland Company is currently working on the final walk-thru punch list. All roofs are completed and waterproofed and the project is currently 98% done. Another final walk-thru inspection for approval will be scheduled soon.
PUBLIC SAFETY

Overview:
While summer has ended, the warm weather, water, and southern hemisphere swells have not. We continue to see steady crowds on our local beaches and within the Harbors waters. As we look at the winter storm possibilities we will be focusing on training, especially with the Marine Safety Officers.

On land continues to present challenges as the vagrant population has increased with the enhanced enforcement near the Ventura River and promenade areas. Significant amounts have relocated to the Santa Clara River Bottom both near the beach and East of Harbor Boulevard. Many of these vagrants are serious criminals and so we continue to send the message to our community that the Ventura Police Department is the appropriate agency to call for observed suspicious or criminal activity. Harbor Patrol staff continues the ‘observe and report’ approach towards criminal issues, but tries to mitigate the smaller issues when it is deemed safe to do so.

A two-wheel drive vehicle attempted to drive on the beach. The owner did not have money to pay for a tow truck. Marine Safety Officer Jake Findley (in shorts under vehicle) dug out the vehicle and towed it back to the parking lot. While this isn’t common, it is reflective of this abnormal behavior and how there is nobody to call to help with them at times.

Weather:
Fall begins the north east wind events. These strong and gusty winds make for extremely hazardous boating conditions and create numerous nuisance issues within the Harbor. Prior to the first wind event last week, an email was sent to the Marina Managers and the Ventura Keys Homeowners reminding them to secure loose items and clearly mark any objects that can be blown into the water. Both groups were also reminded to check dock lines, put away tarps, and secure sails to minimize damage or water pollution.

BEACHES

Harbor Cove:
Harbor Cove is the most consistently popular spot within the Harbor. We have left the swimming buoys out due to the warm weather/water, but will soon plan on securing them for the winter to prevent losing them to surges during high surf and wind events.

South Beach:
While the Lifeguarding contract ended in early September there continues to be hurricane activity in the eastern north pacific. We have adapted to these challenges and enhanced staffing during a few of these events to prevent drownings on the South Beach. We plan to continue to add staffing when appropriate and better utilize the street message sign to alert the public of the potential hazards and no Lifeguards on duty.
**Harbor Patrol Busy Day:**
The calls for service continue to increase at historical rates. We now experience a record number of calls outside traditional seasons and/or weekends. I had the pleasure of working on Tuesday, October 9th with Harbor Patrol Officer Erik Bear and Marine Safety Officer Brian Hewitt. The day started early with a boat tow soon after coming on duty at 6am. By 7:50am, the first 911 call came in at the Marina Mobile Home Park. The second 911 call followed at 8:58am also at the Marina Mobile Home Park. Returning to their regular duties, they encountered several more non-emergency calls, which caused them to remain in the field until early afternoon. Just before the end of their shift, a sailboat reported to have lost its engine at the Harbor entrance and was not a member of Vessel Assist. Both Erik and Brian enthusiastically headed out to assist the boater. Skillfully done they delivered the boat to the local boatyard and were able to return to the office at 4:10pm as another 911 drowning call came in off Pierpont Beach. The dispatch reported a person in the water flailing their arms, and bystanders were preparing to swim out to help. Marine Safety Officer Brian Hewitt volunteered to join the evening crew who came on duty at 4pm. Fortunately, the victim was helped to shore by a Good Samaritan and later assessed by Paramedics on the beach. After returning to the office, another 911 call came in at 4:50pm of another swimmer in distress off Pierpont Beach. The dispatch noted the victim was already 50 yards past the jetty and stuck in a rip current. MSO Brian Hewitt once again volunteered to respond with the night crew. They arrived first on scene and found a female in distress outside the jetty and caught in a rip current. MSO Hewitt performed a swimming rescue and was able to bring the female victim back to the boat. Upon determining she may have swallowed some water, Harbor Patrol coordinated with the Fire Department and an AMR unit met them at our office. MSO Hewitt and Harbor Patrol Officer Burrows provided necessary warming and medical assistance while they returned to the office. Once ashore, the victim was turned over to the Paramedics who determined she did not need to go to the hospital. While this is not our typical day, it is representative of our growing calls for service and our exceptional staff's pride in doing an outstanding job.

**White Shark Research Buoys & Receiver Results:**
The trial period of the real time shark buoy was a success, while not actually detecting any significant number of sharks during its time off Pierpont Beach. Only two sharks were identified during the 60 day trial. This was welcome news from a public safety point of view. We continue to participate in the research and development of this and similar products and we hope to one day get a permanent buoy.

The last week of September, we also retrieved three acoustic receivers that were positioned off the Harbor Entrance, Marina Park, and Solimar Beach since July. Cal State Long Beach staff reported there was no shark activity in the Ventura area and three sharks identified off Solimar. One of the sharks had been tagged near Oxnard in 2016 and the other two were tagged in early 2018 off Carpinteria.
Marine Safety Officer Program:
Last October we were able to hire nine of the most talented Ocean Rescue Lifeguards in Ventura County. These men and women have enthusiastically embraced learning and immediately added value to the Port District. Most all have now received adequate training and are allowed to cover full-time Harbor Patrol Officer shifts. This has resulted in successfully decreasing our overtime budget and allowing for our small full-time staff to take much needed time off. We appreciate the enthusiasm and dedication of the Marine Safety Officer Group.

I would also like to recognize Casey Graham, Trevor Parker and Mark Kidman for completing their EMT just before summer. This training was done on their time and will directly benefit our agency and the public we serve. Also, MSO Casey Lysdale was accepted and began Ventura College’s Paramedic Program. He competed against a number of potential applicants and will also be undergoing this year long specialized training on his own time. MSO Chris Connolly was recently selected to become a Firefighter recruit with Ventura County Fire Department. We offer him our best wishes and support as he prepares for the Firefighter Academy.

EQUIPMENT

Old Harbor Patrol/Lifeguard Truck:
We were lucky to get another summer out of the aged Lifeguard Vehicle. This Ford F-150 has over 110,000 miles with approximately 40,000 miles or more being exclusively beach driving. Rust, transmission issues, wear and tear have made the truck no longer safe to drive in a public safety capacity. We will be removing the radios and lights and preparing the truck for surplus. I have had several communications with Southern California Toyota Dealers to explore if we could participate in their Lifeguard Truck sponsorship program. After several months of no progress and a recent follow up that went unanswered, it appears that this option will not be available. We have budgeted for a replacement Harbor Patrol vehicle, which will allow for the current back up vehicle to be designated solely for the Lifeguard program. This vehicle also has over 100,000 miles, but hope it will last a few more summers.

Boat 17 Marine Electronics:
We completed the much needed electronics modernization on Boat 17 in mid-September. The upgraded equipment includes modern digital radar, under water sonar, current charts, and an AIS Vessel Tracking unit. This package was installed by a local marine electronics vendor and will assist us in safer navigation and allow for more efficient search and rescue.

Training/Meetings/MOU’s:
- Participated in two planning meetings with the City of Ventura
- Performed In House Marine Safety Officer RWC Deckhand Class
- Hosted 3 Joint Ventura & Oxnard City Fire RWC Deckhand Classes
- Staff Taught 3 Oxnard City RWC 1-day Operator Courses
- Provided Assistance With Ventura City Fire Interviews
- Attended US Customs and Boarder Protection Training
- Attended Regional Maritime Smuggling Meeting
- Attended JPIA Risk Management Symposium
- Attended California Harbormasters & Port Captains

Soundings: Attachment 1
| 18-0075190 | HAEB1, ME2, MED461 | M3 | CONVULSIONS/SEIZURES HIGH | 9/12/2018 | 1:59 AM |
| 18-0075187 | HAEB1, ME2, MED461 | M5 | UNCONSCIOUS/UNFAVORABLE | 9/22/2018 | 5:27 PM |
| 18-0075189 | HAEB1, ME2, MED461 | M3 | BREATHEING PROBLEMS HIGH | 9/27/2018 | 4:13 PM |
| 18-0075190 | HAEB1, ME2, MED461 | M3 | TRAUMATIC INJURIES NON EMERGENCY | 9/27/2018 | 12:06 AM |
| 18-0075190 | HAEB1, ME2, MED461 | F7 | COMMERCIAL FIRE ALARM | 9/27/2018 | 1:48 AM |
| 18-0075190 | HAEB1, ME2, MED461 | M3 | FALLS HIGH | 9/27/2018 | 1:48 AM |
| 18-0075190 | HAEB1, ME2, MED461 | F7 | COMMERCIAL FIRE ALARM | 9/27/2018 | 12:55 AM |
| 18-0075190 | HAEB1, ME2, MED461 | M3 | FALLS HIGH | 9/27/2018 | 5:33 PM |
| 18-0075190 | HAEB1, ME2, MED461 | M3 | CONVULSIONS/SEIZURES | 9/27/2018 | 1:43 PM |
| 18-0075190 | HAEB1, ME2, MED461 | M3 | UNCONSCIOUS/FAVORABLE | 9/27/2018 | 5:03 PM |
| 18-0075190 | HAEB1, ME2, MED461 | M3 | FALLS NON EMERGENCY | 9/27/2018 | 5:40 PM |
| 18-0075190 | HAEB1, ME2, MED461 | M3 | BACK PAIN NON TRAUMA HIGH | 9/27/2018 | 9:51 AM |
| 18-0075190 | HAEB1, ME2, MED461 | M5 | CHEST PAIN NON TRAUMA | 9/27/2018 | 9:37 PM |
| 18-0075190 | HAEB1, ME2, MED461 | F7 | HAZARD INVESTIGATION | 9/27/2018 | 2:23 AM |
| 18-0075190 | HAEB1, ME2, MED461 | M3 | MEDICATION OVERDOSE | 9/27/2018 | 2:53 AM |
| 18-0075190 | HAEB1, ME2, MED461 | M3 | FALLS HIGH | 9/27/2018 | 3:00 AM |
| 18-0075190 | HAEB1, ME2, MED461 | M3 | BREATHEING PROBLEMS HIGH | 9/27/2018 | 3:32 AM |
| 18-0075190 | HAEB1, ME2, MED461 | M3 | FALLS HIGH | 9/27/2018 | 3:54 AM |
| 18-0075190 | HAEB1, ME2, MED461 | M5 | UNCONSCIOUS/UNFAVORABLE | 9/27/2018 | 9:18 AM |
| 18-0075190 | HAEB1, ME2, MED461 | M7 | FALLOUT NO CODE | 9/27/2018 | 9:18 AM |
| 18-0075190 | HAEB1, ME2, MED461 | M5 | MEDICATION OVERDOSE | 9/27/2018 | 7:46 AM |
| 18-0075190 | HAEB1, ME2, MED461 | M5 | UNCONSCIOUS/FAVORABLE | 9/27/2018 | 9:18 AM |
| 18-0075190 | HAEB1, ME2, MED461 | M3 | MEDICATION OVERDOSE | 9/27/2018 | 9:18 AM |
| 18-0075190 | HAEB1, ME2, MED461 | M3 | FALLS NO CODE | 9/27/2018 | 9:18 AM |
| 18-0075190 | HAEB1, ME2, MED461 | M3 | UNCONSCIOUS/FAVORABLE | 9/27/2018 | 9:18 AM |
| 18-0075190 | HAEB1, ME2, MED461 | M3 | FALLS NO CODE | 9/27/2018 | 9:18 AM |
| 18-0075190 | HAEB1, ME2, MED461 | M3 | MEDICATION OVERDOSE | 9/27/2018 | 9:18 AM |
| 18-0075190 | HAEB1, ME2, MED461 | M3 | UNCONSCIOUS/FAVORABLE | 9/27/2018 | 9:18 AM |
| 18-0075190 | HAEB1, ME2, MED461 | M3 | FALLS NO CODE | 9/27/2018 | 9:18 AM |
| 18-0075190 | HAEB1, ME2, MED461 | M3 | MEDICATION OVERDOSE | 9/27/2018 | 9:18 AM |
| 18-0075190 | HAEB1, ME2, MED461 | M3 | FALLS NO CODE | 9/27/2018 | 9:18 AM |
| 18-0075190 | HAEB1, ME2, MED461 | M3 | MEDICATION OVERDOSE | 9/27/2018 | 9:18 AM |
I. Ventura Harbor Village Marina Occupancy and Squid Production
The June marina tenant slip occupancy has remained at 90%. The month of September did not produce any squid landings. This is not uncommon for the summer months. A very small quantity of sardines were landed during this month by the squid offloading companies.

II. Technology
The former small boardroom has been converted into two additional locations for computer work stations. One station has been completed for District guest use. The second station will be completed in October and will be used for accounting personnel purposes.
Marketing / Promotions
Date Range: September 1 – September 30, 2018

Meetings
• VCLA (Ventura County Coast) Board Meeting
• Central Coast Tourism Council Board Meeting
• I ❤ Business Meeting WEV Committee Meeting
• Mermaid Gallery Marketing Meeting on Vision
• Portside Ventura Harbor Media Day Meeting
• Hikianalia Canoe Planning Meeting

Advertising
• Rock on the Dock Rack Cards (2,500)
• Rock on the Dock 11x17 Posters (100)
• 805 Magazine (SLO County to TO): Rock on the Dock
• Boosted Social Media Posts targeted to local live music lovers
• Coastal View News: Rock on the Dock / Seaside Cool
• Cumulus KHAY Radio Ads: Rock on the Dock / Art & Street Painting Festival
• VC Star Timeout: Rock on the Dock / Art & Street Painting Festival
• VC Reporter: Rock on the Dock / Congratulate “Best of ” Winners
• Ventura Breeze Newspaper: Rock on the Dock
• Valley Scene Magazine: Rock on the Dock

Content Development
• Brendan Daly Photography for Rock on the Dock & Street Painting Festival
• Liz Estrada Photography for National Seafood Month & Island Packers Cruises
• Arturo Medina Photography for CINP & Wildlife Content

Press & Media
• Halloween Activities Press Release distributed via Sommerville & Associates
• Luke Sykora of Sunset Magazine Media Visit on September 9th partnering with Ventura County Coast
• Coordinated Island Packers trip to Channel Islands National Park for Visit Ventura County Coast Social Team
33,707 REACHED ON INSTAGRAM

9,753 AVERAGE # OF VISITORS ON SATURDAYS IN SEPTEMBER*

4 OUT OF 5 SATURDAYS SHOW PEAK TIME BETWEEN 3-5PM*
EVENT TIME: 3 - 6PM

*Pedestrian Count via MotionLoft

ROCK ON THE Docks

104 SURVEY RESPONSES

63% of visitors said Rock on the Dock was the reason for their visit

53% of visitors were our target market of 50+ years of age

39% of visitors traveled to the event from outside of Ventura County

131 VENTURA HARBOR POSTCARDS SENT

22 STATES & 6 COUNTRIES
TAIWAN | UK | CANADA
NEW ZEALAND | GERMANY | NEPAL
Social Media Profiles
Date Range: September 1 – September 30, 2018

**INSTAGRAM**

- Total Followers: 11.1k
- Engagement:
  - 658 Engaged
  - 364 Engaged
  - 328 Engaged

**FOLLOWERS**
- Total Followers: 11.1k
- Total followers increased by -3.5% since previous date range

**ENGAGEMENT**
- Likes Received: 6,276
- Comments Received: 126

**FACEBOOK**

- Total Fans: 21.8k
- Impressions:
  - Total impressions: 645.8k
  - Average Daily Users Reached: 10.3k
  - Total Engagements increased by -35.7%

**TWITTER**

- Total Followers: 4,957
- Gender:
  - Female Followers: 50%
  - Male Followers: 50%
- Impressions:
  - Organic Impressions: 10.1k
  - Total Engagements: 122
**WEBSITE ANALYTICS**

VenturaHarborVillage.com

- Pageviews: 25,162
- Users: 8,058

**Top Page Views:**
- Events
- Dine
- Rock on the Dock
- Shop
- Play
- Explore
- Live Entertainment

---

**REVIEW**

Organic Visitor Ratings for Ventura Harbor Village

- **Andria's**
  - 26 reviews

- **Rebecca Reed**
  - Local Guide
  - 40 reviews
  - 2 photos
  - Rating: ★★★★★
  - A month ago
  - Love this shopping village. Across from the beach and dog friendly!! I will make this a frequent destination.

- **Steve Yue**
  - Local Guide
  - 13 reviews
  - 182 photos
  - Rating: ★★★★★
  - 2 weeks ago
  - We've been eating at Andria's for almost 40 years now because it's consistently delicious.

- **Jo-Lynn Jansen**
  - Local Guide
  - 32 reviews
  - 4 photos
  - Rating: ★★★★★
  - 3 weeks ago
  - I was visiting from Washington and I found this a fun place to walk around, shop, eat, and play some games. It was nice to be right on the water and be seeing all the boats. We went at night and were watching fishing boats offloading ... More

---

**Top Page Views:**
- Village Businesses
- Directions/Map
- Restaurants/Food
- Local Commercial Fish Market
- Village Carousel
- Ventura Harbor Village Marina
- Beaches
TO: Board of Port Commissioners  
FROM: Robin Baer, Property Manager  
SUBJECT: September 2018 Property Report

TENANT REPORT  
1) Top This Chocolate – 1559 Spinnaker Drive #109 -- Tenant is currently working with Ventura County Health Department to resolve a larger chocolate machine unit approval. There are certified small scale machines, but are inefficient for the scale of commercial retail use.  
2) BS Taproom --- 1591 Spinnaker Drive #115 – We have no activity on this project.  
3) Rhumb Line --- 1510 Anchors Way – We have no activity on this project.

LEASING OUTREACH  
1) Leasing Outreach  
   ➢ Leasing RFP Opportunity Packet for Lighthouse Building  
      o Three proposals were received and reviewed by the Leasing Committee. Staff has prepared a closed session report to Board with their recommendations.  
   ➢ Daily exposure with our ads online via Loopnet/Costar which covers the following:  
      o 24 Million visitors to these sites  
      o 83% of all 2016 commercial real estate transactions involved these sites  
      o 200,000 commercial real estate professional use CoStar services

2) Motionloft – September 2018 Report (see attached)

OCCUPANCY LEVELS AT HARBOR VILLAGE

<table>
<thead>
<tr>
<th>CATEGORY</th>
<th>September 2018</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Harbor Vacancy</td>
</tr>
<tr>
<td></td>
<td>Square Ft</td>
</tr>
<tr>
<td>Office</td>
<td>0</td>
</tr>
<tr>
<td>Retail</td>
<td>0</td>
</tr>
<tr>
<td>Restaurant</td>
<td>0</td>
</tr>
</tbody>
</table>

*Based on comparable square footage

SALES REPORTS  
The attached summary for September provides sales for three categories: restaurants, retail and charters. The reports compare the monthly sales for 2018 and 2017. They also include year-to-date comparisons.

The year-to-date overall sales for September were up 5.49% from the same time last year.

ATTACHMENTS  
Attachment 1 – September 2018 Sales Summary Reports  
Attachment 2 – Motionloft Reports – September 2018
### Ventura Harbor Village
**Tenant Sales Summary**

#### Month of 9/30/2018

<table>
<thead>
<tr>
<th></th>
<th>September-2018</th>
<th>September-2017</th>
<th>Change</th>
</tr>
</thead>
<tbody>
<tr>
<td>Restaurants</td>
<td>$1,498,757</td>
<td>$1,499,314</td>
<td>-0.04%</td>
</tr>
<tr>
<td>Retail</td>
<td>$383,789</td>
<td>$376,487</td>
<td>1.94%</td>
</tr>
<tr>
<td>Charters</td>
<td>$610,970</td>
<td>$563,409</td>
<td>8.44%</td>
</tr>
<tr>
<td>Total</td>
<td>$2,493,516</td>
<td>$2,439,210</td>
<td>2.23%</td>
</tr>
</tbody>
</table>

#### Year-to-date through September 2018

<table>
<thead>
<tr>
<th></th>
<th>September-2018</th>
<th>September-2017</th>
<th>Change</th>
</tr>
</thead>
<tbody>
<tr>
<td>Restaurants</td>
<td>$13,076,387</td>
<td>$12,605,982</td>
<td>3.73%</td>
</tr>
<tr>
<td>Retail</td>
<td>$3,602,430</td>
<td>$3,233,495</td>
<td>11.41%</td>
</tr>
<tr>
<td>Charters</td>
<td>$5,149,072</td>
<td>$4,852,833</td>
<td>6.10%</td>
</tr>
<tr>
<td>Total</td>
<td>$21,827,889</td>
<td>$20,692,310</td>
<td>5.49%</td>
</tr>
</tbody>
</table>
### Ventura Pedestrian Total - Visitors

#### Sep 1, 2018 - Sep 30, 2018

<p>| | | | |</p>
<table>
<thead>
<tr>
<th></th>
<th></th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Typical Day</td>
<td></td>
<td>Total Visitors</td>
</tr>
<tr>
<td></td>
<td>5,141</td>
<td></td>
<td>154,228</td>
</tr>
<tr>
<td></td>
<td>Sat, Sep 8 - Busiest Day</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>14,685</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>Saturday Average</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>9,752</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>Typical Week</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>33,812</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>Peak Week Beginning Sun, Sep 2</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>44,075</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

#### Average Daily Activity

<table>
<thead>
<tr>
<th>Hours</th>
<th>%</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td>5am - 11am</td>
<td>13%</td>
<td>677</td>
</tr>
<tr>
<td>11am - 5pm</td>
<td>58%</td>
<td>3,004</td>
</tr>
<tr>
<td>5pm - 11pm</td>
<td>28%</td>
<td>1,422</td>
</tr>
<tr>
<td>11pm - 5am</td>
<td>1%</td>
<td>39</td>
</tr>
</tbody>
</table>

#### Totals

<table>
<thead>
<tr>
<th>Week Beginning</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Sun, Aug 26</td>
<td>10,842</td>
</tr>
<tr>
<td>Sun, Sep 2</td>
<td>44,075</td>
</tr>
<tr>
<td>Sun, Sep 9</td>
<td>38,702</td>
</tr>
<tr>
<td>Sun, Sep 16</td>
<td>30,338</td>
</tr>
<tr>
<td>Sun, Sep 23</td>
<td>24,182</td>
</tr>
<tr>
<td>Sun, Sep 30</td>
<td>6,089</td>
</tr>
</tbody>
</table>

#### Map

[Map of Ventura Port District]

---

*ATTACHMENT 2*
Ventura Port District

### Ventura Vehicle Total - Visitors

#### Sep 1, 2018 - Sep 30, 2018

<p>| | | |</p>
<table>
<thead>
<tr>
<th></th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>5,700</strong></td>
<td>Typical Day</td>
<td><strong>7,857</strong></td>
</tr>
<tr>
<td><strong>39,286</strong></td>
<td>Typical Week</td>
<td><strong>41,546</strong></td>
</tr>
<tr>
<td><strong>7,273</strong></td>
<td>Saturday Average</td>
<td><strong>171,003</strong></td>
</tr>
</tbody>
</table>

#### Average Daily Activity

<table>
<thead>
<tr>
<th>Hours</th>
<th>%</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td>5am - 11am</td>
<td>28%</td>
<td>1,582</td>
</tr>
<tr>
<td>11am - 5pm</td>
<td>49%</td>
<td>2,809</td>
</tr>
<tr>
<td>5pm - 11pm</td>
<td>22%</td>
<td>1,231</td>
</tr>
<tr>
<td>11pm - 5am</td>
<td>1%</td>
<td>78</td>
</tr>
</tbody>
</table>

#### Totals

<table>
<thead>
<tr>
<th>Week beginning</th>
<th>Visitors</th>
</tr>
</thead>
<tbody>
<tr>
<td>Sun, Aug 26</td>
<td>7,857</td>
</tr>
<tr>
<td>Sun, Sep 2</td>
<td>40,770</td>
</tr>
<tr>
<td>Sun, Sep 9</td>
<td>41,546</td>
</tr>
<tr>
<td>Sun, Sep 16</td>
<td>39,443</td>
</tr>
<tr>
<td>Sun, Sep 23</td>
<td>35,092</td>
</tr>
<tr>
<td>Sun, Sep 30</td>
<td>6,295</td>
</tr>
</tbody>
</table>
VENTURA PORT DISTRICT
DEPARTMENTAL STAFF REPORT
Meeting Date: October 24, 2018

TO: Board of Port Commissioners
CC: Oscar Peña, General Manager
FROM: Gloria Adkins, Accounting Manager
SUBJECT: Quarterly Treasurers Report

As of June 30, 2018, the District held cash and investments with a market value of $12,715,380. Funds held in investments represent those not needed for general operating activities.

Local Agency Investment Fund (LAIF) holds 97% of the June 30, 2018 fund balance:

<table>
<thead>
<tr>
<th>Fund</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Enterprise (Operating) Fund</td>
<td>$3,683,065</td>
</tr>
<tr>
<td>Dredging Reserve Fund</td>
<td>2,994,381</td>
</tr>
<tr>
<td>Capital Improvement Fund</td>
<td>5,507,850</td>
</tr>
<tr>
<td>Capital Improvement –Fisheries Fund</td>
<td>153,815</td>
</tr>
<tr>
<td>Total Funds</td>
<td>$12,339,111</td>
</tr>
</tbody>
</table>

The Investment Portfolio Report for June 30, 2018 attached herewith includes all of the District’s Funds.

Submitted by: Gloria Adkins
Accounting Manager

Date: October 15, 2018

ATTACHMENTS:
Attachment 1 – Investment Portfolio Report for June 30, 2018
Attachment 2 - LAIF Performance Report Quarter Ending June 30, 2016
Note: 1/3/2018

---

**Cash in County Treasurers Pool**

<table>
<thead>
<tr>
<th>Source</th>
<th>Type</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Ventura County Treasurer</td>
<td>Cash</td>
<td>1,724.7</td>
</tr>
<tr>
<td>Ventura Port District</td>
<td>Cash</td>
<td>1,724.7</td>
</tr>
<tr>
<td>County Treasurers Pool</td>
<td>Cash</td>
<td>1,724.7</td>
</tr>
</tbody>
</table>

**Cash Deposits**

<table>
<thead>
<tr>
<th>Source</th>
<th>Type</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Ventura Port District</td>
<td>Checkable</td>
<td>327,933</td>
</tr>
<tr>
<td>Ventura Port District</td>
<td>Cash</td>
<td>1,724.7</td>
</tr>
</tbody>
</table>

**Total Cash Investments**

<table>
<thead>
<tr>
<th>Source</th>
<th>Type</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Liquid Asset Fund</td>
<td>Cash</td>
<td>1,724.7</td>
</tr>
</tbody>
</table>

**Total All Funds**

<table>
<thead>
<tr>
<th>Source</th>
<th>Type</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>County Treasurers Pool</td>
<td>Cash</td>
<td>1,724.7</td>
</tr>
<tr>
<td>Ventura County Treasurer</td>
<td>Cash</td>
<td>1,724.7</td>
</tr>
<tr>
<td>Ventura Port District</td>
<td>Cash</td>
<td>1,724.7</td>
</tr>
</tbody>
</table>

---

**Quarter Ending 9/30/2018**

**Cash Investment Portfolio Report**

**Ventura Port District**

**Attachment 1**
PMIA Performance Report

<table>
<thead>
<tr>
<th>Date</th>
<th>Daily Yield</th>
<th>Quarter to Date Yield</th>
<th>Average Maturity (in days)</th>
</tr>
</thead>
<tbody>
<tr>
<td>07/09/18</td>
<td>1.93</td>
<td>1.93</td>
<td>191</td>
</tr>
<tr>
<td>07/10/18</td>
<td>1.93</td>
<td>1.93</td>
<td>192</td>
</tr>
<tr>
<td>07/11/18</td>
<td>1.93</td>
<td>1.93</td>
<td>191</td>
</tr>
<tr>
<td>07/12/18</td>
<td>1.94</td>
<td>1.93</td>
<td>189</td>
</tr>
<tr>
<td>07/13/18</td>
<td>1.94</td>
<td>1.94</td>
<td>190</td>
</tr>
<tr>
<td>07/14/18</td>
<td>1.94</td>
<td>1.93</td>
<td>190</td>
</tr>
<tr>
<td>07/15/18</td>
<td>1.94</td>
<td>1.93</td>
<td>190</td>
</tr>
<tr>
<td>07/16/18</td>
<td>1.94</td>
<td>1.93</td>
<td>188</td>
</tr>
<tr>
<td>07/17/18</td>
<td>1.94</td>
<td>1.93</td>
<td>187</td>
</tr>
<tr>
<td>07/18/18</td>
<td>1.94</td>
<td>1.93</td>
<td>187</td>
</tr>
<tr>
<td>07/19/18</td>
<td>1.94</td>
<td>1.93</td>
<td>182</td>
</tr>
<tr>
<td>07/20/18</td>
<td>1.95</td>
<td>1.94</td>
<td>188</td>
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<tr>
<td>07/21/18</td>
<td>1.95</td>
<td>1.94</td>
<td>188</td>
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<tr>
<td>07/22/18</td>
<td>1.95</td>
<td>1.94</td>
<td>186</td>
</tr>
<tr>
<td>07/23/18</td>
<td>1.95</td>
<td>1.94</td>
<td>188</td>
</tr>
<tr>
<td>07/24/18</td>
<td>1.95</td>
<td>1.94</td>
<td>190</td>
</tr>
<tr>
<td>07/25/18</td>
<td>1.96</td>
<td>1.94</td>
<td>189</td>
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<tr>
<td>07/26/18</td>
<td>1.96</td>
<td>1.94</td>
<td>188</td>
</tr>
<tr>
<td>07/27/18</td>
<td>1.96</td>
<td>1.94</td>
<td>190</td>
</tr>
<tr>
<td>07/28/18</td>
<td>1.96</td>
<td>1.94</td>
<td>190</td>
</tr>
<tr>
<td>07/29/18</td>
<td>1.96</td>
<td>1.94</td>
<td>190</td>
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<tr>
<td>07/30/18</td>
<td>1.96</td>
<td>1.94</td>
<td>190</td>
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<tr>
<td>07/31/18</td>
<td>1.98</td>
<td>1.94</td>
<td>194</td>
</tr>
<tr>
<td>08/01/18</td>
<td>1.98</td>
<td>1.94</td>
<td>199</td>
</tr>
<tr>
<td>08/02/18</td>
<td>1.98</td>
<td>1.95</td>
<td>198</td>
</tr>
<tr>
<td>08/03/18</td>
<td>1.98</td>
<td>1.95</td>
<td>197</td>
</tr>
<tr>
<td>08/04/18</td>
<td>1.98</td>
<td>1.95</td>
<td>197</td>
</tr>
<tr>
<td>08/05/18</td>
<td>1.98</td>
<td>1.95</td>
<td>197</td>
</tr>
<tr>
<td>08/06/18</td>
<td>1.98</td>
<td>1.95</td>
<td>197</td>
</tr>
<tr>
<td>08/07/18</td>
<td>1.98</td>
<td>1.95</td>
<td>195</td>
</tr>
<tr>
<td>08/08/18</td>
<td>1.98</td>
<td>1.95</td>
<td>195</td>
</tr>
</tbody>
</table>

*Daily yield does not reflect capital gains or losses

View Prior Month Daily Rates

LAIF Performance Report

Quarter Ending 06/30/18

Apportionment Rate: 1.90%
Earnings Ratio: 0.00005216919081336
Fair Value Factor: 0.998126869
Daily: 1.92%
Quarter to Date: 1.76%
Average Life: 193

PMIA Average Monthly Effective Yields

July 2018 1.944
June 2018 1.854
May 2018 1.755

Pooled Money Investment Account
Portfolio Composition
07/31/18
$90.0 billion

- Commercial Paper 7.66%
- Loans 0.86%
- Time Deposits 5.49%
- Certificates of Deposit/Bank Notes 18.76%
- Treasuries 49.41%
- Agencies 17.79%

Based on data available as of 8/8/2018
CONSENT AGENDA ITEM A
APPROVAL OF OUT OF TOWN TRAVEL REQUESTS
RECOMMENDATION:
That the Board of Port Commissioners approve by motion the following out of town travel requests for:

A) Marketing Manager, Jennifer Talt-Lundin to travel to Monterey, California to participate in the Central Coast Board Workshop and Meeting on November 15-16, 2018. Attending this workshop will allow Ms. Talt-Lundin to review all web content and PR materials making sure the Harbor is inclusive of the Central Coast Brand and messaging. Estimated cost for the travel is as follows:

<table>
<thead>
<tr>
<th>Item</th>
<th>Cost</th>
</tr>
</thead>
<tbody>
<tr>
<td>Registration</td>
<td>$100.00</td>
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<tr>
<td>Transportation</td>
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<tr>
<td>Lodging</td>
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<tr>
<td>Meals</td>
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<tr>
<td>Misc</td>
<td>$40.00</td>
</tr>
<tr>
<td><strong>TOTAL</strong></td>
<td><strong>$906.00</strong></td>
</tr>
</tbody>
</table>

B) Consultant, Richard Parsons to travel to San Francisco, California to attend a California Coastal Commission (CCC) Meeting on November 6-7, 2018. At this meeting, the CCC is expected to approve the Coastal Development Permit for the Ventura Harbor Marina Dock Replacement Project. Estimated cost for the travel is as follows:

<table>
<thead>
<tr>
<th>Item</th>
<th>Cost</th>
</tr>
</thead>
<tbody>
<tr>
<td>Registration</td>
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<tr>
<td>Transportation</td>
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<td>Lodging</td>
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<td>Meals</td>
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<tr>
<td>Misc</td>
<td>$100.00</td>
</tr>
<tr>
<td><strong>TOTAL</strong></td>
<td><strong>$995.00</strong></td>
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</tbody>
</table>
BOARD OF PORT COMMISSIONERS
OCTOBER 24, 2018

STANDARD AGENDA ITEM 1
DOWNTOWN VENTURA HARBOR TROLLEY PARTNERSHIP AND SERVICES
TO: Board of Port Commissioners  
FROM: Jennifer Talt-Lundin, Marketing Manager  
SUBJECT: Downtown Ventura Harbor Trolley Partnership and Services

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

SUMMARY:
The Downtown–Harbor Trolley runs Thursday through Sunday from Noon-9pm. There is a Driver break from 4:12pm-4:46pm and the Trolley is NOT in service during this federally mandated break. The Trolley runs on holidays that fall on Mondays.

The Trolley previously had been in service Wednesday- Sunday from 11 AM – 11 PM, with the new schedule starting in spring of 2018 along with a new Trolley funded in part by grants awarded to the DVP. Trolley schedule is adjusted to accommodate Gordon Research Group in winter months. Trolley rides are complimentary and hotel guests participating in the Trolley program benefit a great deal from this service.

Harbor Village tenants communicate with staff when asked if the service is valuable to their business, and the tenants have continually supported the Downtown-Harbor Trolley sponsorship. Several of the Harbor Village businesses have advertised on the inside of the Trolley in the past years.

Regular Stops for the Trolley Route Include: Amtrak Platform at Ventura County Fairgrounds/ Visit Ventura’s Visitor Center Downtown/ San Buenaventura Mission/ Pierpont Blvd. at South Seaward/ Ventura Harbor Village

Additional Call Pick-Ups Include: Crowne Plaza Ventura Beach / Pierpont Inn / Ventura Beach Marriott / Four Points by Sheraton Ventura Harbor

Ridership reports for 2017 drop off and pick-ups to Ventura Harbor Village were distributed in the August 2018 Marketing Board Report and are included again as an attachment.

BACKGROUND:
The Downtown Ventura Partners (DVP) manages and oversees the Downtown-Harbor Trolley operations and finances. The DVP executes the advertising program as well as manages the Trolley drivers and Trolley schedule.

The Ventura Port District is a funding sponsor of the Trolley along with the lead advertiser on the back of the Trolley promoting “Follow Me to Ventura Harbor.” This annual advertisement targets the local community when driving behind the Trolley, keeping the harbor top of mind.

Additional funding partners for the Downtown-Harbor Trolley include: Ventura County Fairgrounds, Crowne Plaza Ventura Beach, Ventura Beach Marriott, Four Points Sheraton, The Pierpont Inn, San Buenaventura Mission, Santa Barbara Airport, Island Packers, and Andria’s Seafood Restaurant & Market according to the Downtown-Harbor Trolley web site.
FISCAL IMPACT:
The Ventura Port District annual Trolley sponsorship = $19,500
Ventura Port District annual Trolley Advertising expense = $15,600

Ventura Port District staff met with Kevin Clerici in May 2018 to review Trolley finances, ridership, reduction of service hours, and funding partner options.

Ventura Port District staff met with Kevin Clerici in August 2018 to review decision to reduce sponsorship funding of Trolley by Port District by 20% directly associated with reduction of Trolley service days and hours.

January 2019: Staff has recommended to the Board in the annual budget approval a reduction by 20% of the Port District’s sponsorship funding.

Advertising costs will remain at current rate as per the DVP.

ATTACHMENTS:
Attachment 1 - Trolley Ridership Report from August 2017 Board Marketing Report
ATTACHMENT 1

ATTACHMENT to TROLLEY REPORT:

Downtown-Harbor Trolley Stats

2017-2018 Total Harbor Pick-ups = 3397 | Total Harbor Drop-offs = 3455

August 2017: 297 pick-ups, 302 drop-offs. Out of service 8.5 days.
December 2017: 114 pick-ups, 103 drop-offs.

February 2018: 149 pick-ups, 116 drop-offs.
April 2018: 90 pick-ups, 84 drop-offs. Out 2 wks.
BOARD OF PORT COMMISSIONERS

OCTOBER 24, 2018

STANDARD AGENDA ITEM 2
APPROVAL OF A BUDGET
ADJUSTMENT FOR REPAIR OF A
HARBOR COVE BEACH WATER LINE
RECOMMENDATION:
That the Board of Port Commissioners approve a budget adjustment in the amount of $44,900.00 to repair a fractured water line at Harbor Cove Beach.

SUMMARY:
The main water line that supplies domestic water to our public restrooms and public showers has fractured; it is 40 years old. The water line starts from the city’s water meter that’s located across Spinnaker Drive from the Yacht Club, then runs approximately 50’ under the sand and dunes towards the beach (West side), turns right (North) going approximately another 25’ underneath the sand and dunes, continuing another 100’ underneath the parking lot asphalt towards the restroom facility where it connects to the showers and restroom facility. An additional empty electrical conduit and water line will be added for any future usage, which will prevent any future damage to our parking lot asphalt.

BACKGROUND:
The location of the water line fracture is underneath the sand dunes. Staff is working closely with the City’s Water Department and Hansen Plumbing to re-locate the City’s water meter to a closer location to avoid any disturbance to our existing sand dunes. This section of water line that runs underneath the sand and dunes is the original water supplying line from the original restroom facility to the beach goers. When the new Harbor Cove parking lot and facilities were built in the early 1980’s, the new supplying water line was attached to the existing water line that’s underneath the sand and sand dunes.

The Ventura Port District is currently providing portable restrooms and portable hand washing sinks as an alternative for the beach restrooms currently out of service.

FISCAL IMPACT:
This unforeseen project is not in the Fiscal Year 18-19 budget. Staff is requesting an adjustment of $44,900.00 to be added to the Grounds Maintenance budget to relocate the new City’s water meter and water line.

ATTACHMENT:
Attachment 1 – Map of Water Line