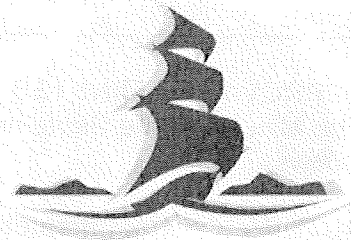


VENTURA PORT DISTRICT

BOARD OF PORT COMMISSIONERS MINUTES OF NOVEMBER 14, 2018



VENTURA
PORT DISTRICT
Established 1952

The Regular Meeting of the Ventura Board of Port Commissioners was called to order by Vice Chairman Brian Brennan at 7:11PM at the Ventura Port District Administration Office, 1603 Anchors Way Drive, Ventura, CA 93001.

Commissioners Present:

Everard Ashworth, Chairman
Brian Brennan, Vice Chairman
Jim Friedman, Secretary
Chris Stephens
Jean Getchell

Commissioners Absent:

None.

Port District Staff:

Oscar Peña, General Manager
Brian Pendleton, Deputy General Manager
John Higgins, Harbormaster
Jennifer Talt-Lundin, Marketing Manager
Joe Gonzalez, Facilities Manager
Gloria Adkins, Accounting Manager
Robin Baer, Property Manager
Richard Parsons, Consultant
Jessica Rauch, Clerk of the Board

Legal Counsel:

Dominic Nunneri
Timothy Gosney

AGENDA

CALL TO ORDER: By Chairman Ashworth at 7:11PM.

PLEDGE OF ALLEGIANCE: By Commissioner Friedman.

ROLL CALL: All Commissioners were present.

ADOPTION OF AGENDA

ACTON: Commissioner Stephens moved, seconded by Commissioner Friedman and carried by a vote of 5-0 to adopt the November 14, 2018 agenda, with Standard Item 3 removed.

APPROVAL OF MINUTES

The Minutes of the September 12, 2018 and October 24, 2018 Regular Meetings were considered as follows:

ACTION: Commissioner Brennan moved, seconded by Commissioner Friedman and carried by a vote of 3-0 (Stephens/Getchell abstained) to approve the September 12, 2018 Regular Meeting Minutes.

ACTION: Commissioner Getchell moved, seconded by Commissioner Stephens and carried by a vote of 4-0 (Ashworth abstained) to approve the October 24, 2018 Regular Meeting Minutes.

PRESENTATION TO COMMISSIONER FRIEDMAN

PUBLIC COMMUNICATIONS: Aatish Gehani, owner of Casa de Regalos, introduced himself and his store to the Commission. Vikki Brock asked the Commission to not have fireworks this year for the Parade of Lights, due to high fire danger and consider donating the firework funds to a fire relief organization. Sam Sadove, owner of the Ventura Harbor Marina and Yacht Yard, commented on the conditions of Anchors Way Drive and asked if the District can contact the City for repairs because vehicles are getting damaged.

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 has been invited to a shellfish meeting in Washing DC on December 6th to speak with senior administrative staff. Commissioner Getchell visited the Rhumb Line, now Waters Edge Restaurant and Bar after their minor renovations and said they did a nice job. Commissioner Getchell also commented that there will be a Trolley meeting with stakeholders on December 5th and she wants to see what can be done other than the District giving more money. Commissioner Brennan updated staff on new legislation effective January 1, 2019.

STAFF COMMUNICATIONS: Mr. Peña congratulated Mr. Pendleton on his appointment to the Ventura Chamber of Commerce Board. Mr. Pendleton reported on the Maritime Alliance BlueTech week he attended last week in San Diego.

LEGAL COUNSEL REPORT: Mr. Nunneri reported that on January 1, 2019, the following changes to the Uniform Public Construction Cost Accounting Act (UPCCAA) will become effective:

- a) The change would allow projects costing \$60,000 or less to be performed by employees of a public agency by force account, by negotiated contract, or by purchase order; and
- b) The change would allow projects costing up to \$200,000 to be contracted by informal bidding procedures; and projects costing over \$200,000 are subject to the formal bidding process.

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 requests for the following persons:

- a) Deputy General Manager, Brian Pendleton to travel to San Diego, California to participate in the Maritime Alliance's BlueTech Summit; and
- b) Accounting Manager, Gloria Adkins to travel to Palm Desert, California to attend LCW's 2019 Public Sector Employment Law Annual Conference; and
- c) Harbormaster, John Higgins to travel to Palm Desert, California to attend LCW's 2019 Public Sector Employment Law Annual Conference.

ACTION: Commissioner Friedman moved, seconded by Commissioner Getchell and carried by a vote of 5-0 to approve the out of town travel requests for Deputy General Manager, Brian Pendleton to travel to San Diego, California to participate in the Maritime Alliance's BlueTech Summit; Accounting Manager, Gloria Adkins to travel to Palm Desert, California to attend LCW's 2019 Public Sector Employment Law Annual Conference; and Harbormaster, John Higgins to travel to Palm Desert, California to attend LCW's 2019 Public Sector Employment Law Annual Conference.

B) Approval of New Office Lease Agreement for 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 Coastwide Corporation for the premises located at 1583 Spinnaker Drive #212 consisting of a total of 374 square feet for a one (1) year term with a one (1) year option.

ACTION: Commissioner Friedman moved, seconded by Commissioner Getchell 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 Coastwide Corporation for the premises located at 1583 Spinnaker Drive #212 consisting of a total of 374 square feet for a one (1) year term with a one (1) year option.

C) Approval of New Office Lease Agreement for Sierra Pacific Mortgage

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 Sierra Pacific Mortgage for the premises located at 1583 Spinnaker Drive #213/#214 consisting of a total of 1,210 square feet for a two (2) year term with a two (2) year option.

ACTION: Commissioner Friedman moved, seconded by Commissioner Getchell 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 Sierra Pacific Mortgage for the premises located at 1583 Spinnaker Drive #213/#214 consisting of a total of 1,210 square feet for a two (2) year term with a two (2) year option.

D) Approval of 2019 Port Commission Meeting Schedule

Recommended Action: Voice Vote.

That the Board of Port Commissioners approve the 2019 Port Commission meeting schedule.

This item was pulled from the Consent Agenda for discussion.

ACTION: Commissioner Friedman moved, seconded by Commissioner Getchell and carried by a vote of 5-0 to change the Board meetings to the first and third

Wednesday of the month, with one meeting in January, November and December and August dark.

E) Acceptance of \$169,860 Sea Grant Sub-Ward for the Ventura Shellfish Enterprise Project
Recommended Action: Voice Vote.

That the Board of Port Commissioners authorize the General Manager to sign the Cost Reimbursement Research Sub-award Agreement and related documents for \$169,860 which reflects the terms and conditions of the grant agreement for year one.

ACTION: Commissioner Friedman moved, seconded by Commissioner Getchell and carried by a vote of 5-0 to authorize the General Manager to sign the Cost Reimbursement Research Sub-award Agreement and related documents for \$169,860 which reflects the terms and conditions of the grant agreement for year one.

STANDARD AGENDA:

1) Harbor Village Painting Project

Recommended Action: Informational.

That the Board of Port Commissioners receive a presentation and give direction regarding the proposed Harbor Village paint, signage and awning designs.

ACTION: The Board of Port Commissioners received a presentation from architect, Jeff Zook of Coastal Architects and gave the following directions regarding the proposed Harbor Village paint, signage and awning designs:

- Update model with hardscape, landscape and other contextual elements such as harbor boats, new development, etc.
- Provide photo realistic images with contextual elements. Photos with paint scheme simulation overlay.
- Provide exhibits for building mounted tenant signage per scope of work. Evaluate blade signs for interior courtyards, and flush mounted for non-courtyard areas. Provide flexibility for corporate identity while providing consistent size, materials, etc.
- Further detail wayfinding elements for interior locations and possibility of walking paths / discovery or interpretive walkways to encourage parking in other lots during peak times.
- Colors were generally approved. Further detailing of where colors will be applied needed.
- Investigate canvas awning "issues" and alternative materials (polycarbonate)
- There was a discussing on street "monument" style upgrade to coincide with design objectives but that would be outside current scope of work.

Public Comment: Michael Wagner, owner of Andria's, likes the blue and white. He also stated that canvas awnings last 10-12 years, however, the fasteners and struts dissolve over time. Doug Cooper, owner of Ventura Boat Rentals, asked about using polycarbonate for awnings instead as opposed to canvas. Lynn Mikelatos, owner of The Greek and Margarita Villa, stated that they are working on getting new awnings for Margarita Villa and should she work with the architect. Alex Hong, owner of the Coastal Cone and Parlor, likes the direction the architect is taking with signage.

2) Ventura Harbor Summer 2018 Traffic and Parking Surveys

Recommended Action: Informational.

That the Board of Port Commissioners receive an informational report regarding the Ventura Harbor Summer 2018 Traffic and Parking Surveys.

ACTION: The Board of Port Commissioners received an informational report from Scott Schell of Associated Transportation Engineers regarding the Ventura Harbor Summer 2018 Traffic and Parking Surveys.

3) Continuation of General Manager's Employment


Recommended Action: Informational.

That the Board of Port Commissioners approve Amendment No. 6 to the General Manager's Restated Employment Agreement.

ACTION: The Board of Port Commissioners removed this item from the agenda.

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

ADJOURNMENT: The meeting was adjourned at 8:37PM.



Secretary

