



Minutes of Workshop Meeting of the Ventura Port District Board of Port Commissioners Held January 13, 2016

The Workshop Meeting of the Ventura Board of Port Commissioners was called to order by Chairman Jim Friedman at 11:03AM at the Ventura Port District Office located 1603 Anchors Way Drive, Ventura, CA 93001.

Commissioners Present:

Jim Friedman, Chair
Everard Ashworth, Vice Chair arrived at 11:05
Gregory L. Carson
Bruce E. Smith
Nikos Valance

Commissioners Absent:

None

Port District Staff:

Oscar Peña, General Manager
Brian Pendleton, Business Operations Manager
Joe Gonzalez, Facilities Manager
Frank Locklear, Marina Manager
Robin Baer, Property Manager
Jennifer Talt-Lundin, Marketing Manager
John Higgins, Harbormaster
Gloria Adkins, Accounting Manager
Jessica Rauch, Clerk of the Board

Legal Counsel:

Chris Chan

AGENDA

CALL TO ORDER: By Chairman Jim Friedman at 11:03AM.

PLEDGE OF ALLEGIANCE: By Chairman Jim Friedman.

ROLL CALL: All Commissioners were present. Commissioner Ashworth arrived at 11:05AM.

ADOPTION OF AGENDA

ACTON: Commissioner Carson moved, seconded by Commissioner Smith and carried by a vote of 4-0 to adopt the January 13, 2016 agenda.

APPROVAL OF MINUTES

The Minutes of December 9, 2015 regular meeting were considered as follows:

ACTION: Commissioner Smith moved, seconded by Commissioner Carson and carried by a vote of 5-0 to approve the minutes of the December 9, 2015 regular meeting, with the addition of the following sentence to Consent Item A's action:
"The credit card summaries for October 2015 were not included in this packet, but will be in the packet for January 27, 2016."

PUBLIC COMMUNICATIONS: Lynn Mikelatos, owner of The Greek Mediterranean Steak & Seafood, was happy to announce that the new canopy is up and looking great and that they are proceeding with improving the bar area.

BOARD COMMUNICATIONS: Commissioner Ashworth updated the Commission on the Ventura Shellfish Enterprise and reported on the meeting he attended with Commissioner Carson and Colonel Gibbs from the Army Corps. He reported that he visited with some tenants in the harbor and spoke about procurement and thanked staff for a great Parade of Lights. Commissioner Carson also thanked staff for a great Parade of Lights and reported on the meeting he attended with Commissioner Carson and Colonel Gibbs from the Army Corps.

STAFF COMMUNICATIONS: General Manager, Oscar Peña thanked staff for a great December and updated the Commission on the Sondermann Ring Project. Mr. Peña also reported on a meeting with Colonel Gibbs from the Army Corps of Engineers and a second meeting that will be held with Brigadier General Mark Toy next week. Property Manager, Robin Baer reported that Harbor Wind and Kite is now vacant and staff has started marketing the space for lease. Marketing Manager, Jennifer Talt-Lundin reported on the great turn out for Parade of Lights and on the upcoming Tall Ships event. Harbormaster, John Higgins updated the Commission on the fishing boat incident and on the effects of the latest storm on the beaches.

EMERGENCY ACTION ITEM:

1. Existence of Dangerous Condition at 1691 Spinnaker Drive

Recommended Action: Resolution No. 3291 by 4/5ths Vote.

That the Board of Port Commissioners adopt Resolution No. 3291, making certain findings as set forth in such Resolution, including, without limitation, the following:

- a) The roofing system of the building located at 1691 Spinnaker poses an immediate threat to public health and safety and to the District's real property as a result of falling clay roof tiles due to corrosion to the galvanized nails securing such tiles to the roofing system; and
- b) Based on substantial evidence, the Board finds that the roofing system has created an emergency situation that will not allow a delay resulting from an informal or formal bid process under the UPCCA, and that it is necessary for the Board to take action to engage a contractor to replace the roofing system without first utilizing the bid process required under the UPCCA to respond to the emergency; and
- c) The Board authorizes the General Manager pursuant to Section 22035 and 22050 of the Public Contract Code to engage Letner Roofing Company to commence the immediate removal of the tile roofing system on the building located at 1691 Spinnaker Drive and the installation of a replacement tile roofing system utilizing the Tremco Roofing system for a total cost (materials and labor included) not to exceed \$120,000.00.

ACTION: Commissioner Smith moved, seconded by Commissioner Valance and carried by a vote of 5-0 to adopt Resolution No. 3291, making certain findings as set forth in such Resolution, including, without limitation, the following:

- a) **The roofing system of the building located at 1691 Spinnaker poses an immediate threat to public health and safety and to the District's real property as a result of falling clay roof tiles due to corrosion to the galvanized nails securing such tiles to the roofing system; and**
- b) **Based on substantial evidence, the Board finds that the roofing system has created an emergency situation that will not allow a delay resulting from an informal or formal bid process under the UPCCA, and that it is**

necessary for the Board to take action to engage a contractor to replace the roofing system without first utilizing the bid process required under the UPCCA to respond to the emergency; and

- c) The Board authorizes the General Manager pursuant to Section 22035 and 22050 of the Public Contract Code to engage Letner Roofing Company to commence the immediate removal of the tile roofing system on the building located at 1691 Spinnaker Drive and the installation of a replacement tile roofing system utilizing the Tremco Roofing system for a total cost (materials and labor included) not to exceed \$120,000.00.

WORKSHOP ITEMS:

1. Parking Management Program

Recommended Action: Motion.

That the Board of Port Commissioners approve an adjustment to the 2015 - 2016 annual budget in the amount of \$22,450 to fund professional services with Associated Transportation Engineers for parking survey and development of updated parking management program policies for Commission consideration.

ACTION: Commissioner Valance moved, seconded by Commissioner Smith and carried by a vote of 5-0 to authorize staff to continue with the development of a parking management program and to consider the budget adjustment during the mid-year budget presentation. The Commission thought this presentation and the parking surveys were very helpful and that staff should move forward with the development of a parking management program.

Public Comment: Sam Sadove, owner of Ventura Harbor Marine Association, thought it a good idea to have a firm like ATE look at a parking management plan. He deals with the same problem with sportfishing excursion parking. Michael Wagner, owner of Andria's Seafood, is all for doing a serious parking study and management plan. Alex Brodie, owner of Island Packers, asked if there was a way to incorporate how much revenue each vehicle brings into the harbor. Island Packers uses permits for overnight customers, could start using permits for day use as well. Lynn Mikelatos, owner of The Greek Mediterranean Steak & Seafood, commented that there is definitely a parking problem at the Harbor and peak time for her is 2PM. She suggested angled parking for a short term solution and a possible structure in front of the lawn area for a long-term solution.

2. Proposed Hotel at Ventura Harbor

Recommended Action: None.

That the Board of Port Commissioners provide direction to staff regarding Brighton Hotel Group's expressed interest in building a new hotel at Ventura Harbor.

ACTION: The Commission directed staff to development a Request for Proposals (RFP) not limited to a specific use for both parcels 5 and 8. The Commission wants it specified in the RFP that there needs to be a visitor serving aspect to the proposal. However, staff should discuss the potential development of the parcels with SRP and determined that such development would not significantly impact the completion of the SRP project.

ADJOURN TO CLOSED SESSION AT 1:07PM

RECONVENE PUBLIC SESSION AT 1:20PM

CLOSED SESSION REPORT: Mr. Chan 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.

REQUEST FOR FUTURE AGENDA ITEMS: Commissioner Valance asked the Commission if Gary Young could make a presentation about his proposed events/sports center located on the corner of Olivos and Harbor and the Commission agreed, just so long that he knows this is only an informational item and the Commission will not be taking position on the topic.

ADJOURNMENT: The meeting was adjourned at 1:33PM.


Secretary