



Minutes of Regular Meeting of the Ventura Port District Board of Port Commissioners Held April 27, 2016

The Regular Meeting of the Ventura Board of Port Commissioners was called to order by Chairman Jim Friedman at 7:00PM at the Ventura Port District Office located 1603 Anchors Way Drive, Ventura, CA 93001.

Commissioners Present:

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

Commissioners Absent:

Everard Ashworth, Vice Chair

Port District Staff:

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

Legal Counsel:

Timothy Gosney

AGENDA

CALL TO ORDER: By Chairman Jim Friedman at 7:00PM.

PLEDGE OF ALLEGIANCE: By Chairman Friedman.

ROLL CALL: Vice Chairman Ashworth was present for Closed Session, but was absent for Open Session.

ADOPTION OF AGENDA

ACTON: Commissioner Smith moved, seconded by Commissioner Carson and carried by a vote of 4-0 to adopt the April 27, 2016 agenda.

APPROVAL OF MINUTES

The Minutes of April 13, 2016 workshop meeting were considered as follows:

ACTION: Commissioner Carson moved, seconded by Commissioner Smith and carried by a vote of 4-0 to approve the minutes of the April 13, 2016 workshop 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: None.

DEPARTMENTAL STAFF REPORTS: Business Operations Manager, Brian Pendleton, recognized Paul Amaral from Vessel Assist for helping with the towing of The Washington.

GENERAL MANAGER REPORT: None.

LEGAL COUNSEL REPORT: None.

CONSENT AGENDA:

A) Approval of Out of Town Travel Request

Recommended Action: Motion.

That the Board of Port Commissioners approve the Out of Town Travel Request for one of the marketing team to attend the Sunset Celebration Consumer Travel Show.

ACTION: Commissioner Smith moved, seconded by Commissioner Carson and carried by a vote of 4-0 to approve the Out of Town Travel Request for one of the marketing team to attend the Sunset Celebration Consumer Travel Show.

B) Consideration of Rejection of Claim by Jessica McLeod

Recommended Action: Motion.

That the Board of Port Commissioners approve the rejection of a claim filed against the Ventura Port District on March 14, 2016 by Jessica McLeod and authorize the General Manager to execute and mail a Notice of Rejection to Ms. McLeod.

ACTION: Commissioner Smith moved seconded by Commissioner Carson and carried by a vote of 4-0 to approve the rejection of a claim filed against the Ventura Port District on March 14, 2016 by Jessica McLeod and authorize the General Manager to execute and mail a Notice of Rejection to Ms. McLeod.

C) Termination of Agreement and Approval of New Retail Lease Agreement

Recommended Action: Motion.

That the Board of Port Commissioners:

- a) Approve the termination of Gil Hong and Jung Soon Lee dba Village Market lease agreement, dated May 1, 2013, for the premises located at 1559 Spinnaker Drive #104, consisting of 1,373 square feet; and
- b) Approve a new retail lease agreement between the Ventura Port District dba Ventura Harbor Village and Ghassan E. Trad dba Harbor Market & Liquor for the premises located at 1559 Spinnaker Drive #104, consisting of 1,373 square feet for a five-year term.

ACTION: Commissioner Smith moved, seconded by Commissioner Carson and carried by a vote of 4-0 to approve the termination of Gil Hong and Jung Soon Lee dba Village Market lease agreement, dated May

1, 2013, for the premises located at 1559 Spinnaker Drive #104, consisting of 1,373 square feet; and approve a new retail lease agreement between the Ventura Port District dba Ventura Harbor Village and Ghassan E. Trad dba Harbor Market & Liquor for the premises located at 1559 Spinnaker Drive #104, consisting of 1,373 square feet for a five-year term.

D) Approval of New Office Lease Agreement for David A. Richard

Recommended Action: Motion.

That the Board of Port Commissioners:

- a) Approve the termination of a lease agreement, dated April 1, 2016, for the premises located at 1591 Spinnaker Drive #205, consisting of 1,050 square feet; and
- b) Approve a new office lease agreement between the Ventura Port District dba Ventura Harbor Village and David A. Richard for the premises located at 1591 Spinnaker Drive #205, consisting of 1,058 square feet for a two-year term.

ACTION: Commissioner Smith moved, seconded by Commissioner Carson and carried by a vote of 4-0 to Approve the termination of a lease agreement, dated April 1, 2016, for the premises located at 1591 Spinnaker Drive #205, consisting of 1,050 square feet; and approve a new office lease agreement between the Ventura Port District dba Ventura Harbor Village and David A. Richard for the premises located at 1591 Spinnaker Drive #205, consisting of 1,058 square feet for a two-year term.

E) Approval of New Office Lease Agreement for Ron Baldonado

Recommended Action: Motion.

That the Board of Port Commissioners approve a new office lease agreement for the premises located at 1591 Spinnaker Drive #201 consisting of 746 square feet between the Ventura Port District dba Ventura Harbor Village and Ron Baldonado for a two-year term.

ACTION: Commissioner Smith moved, seconded by Commissioner Carson and carried by a vote of 4-0 to approve a new office lease agreement for the premises located at 1591 Spinnaker Drive #201 consisting of 746 square feet between the Ventura Port District dba Ventura Harbor Village and Ron Baldonado for a two-year term.

STANDARD AGENDA:

1) Presentation on the Ventura Harbor Village Phase 3 Project

Recommended Action: Informational.

That the Board of Port Commissioners receive a presentation from RRM Design Group on the Ventura Harbor Village Phase 3 Project.

ACTION: The Board of Port Commissioners received a presentation from RRM Design Group on the Ventura Harbor Village Phase 3 Project.

The Commission was asked whether the mosaic should be included in the project. Commissioner Smith thought the mosaic was rather busy and distracts from the main elements. Commissioners Valance and Carson were both supportive of the mosaic and thinks it highlights the entry.

Chairman Friedman asked staff to bring forward two budgets, one with the mosaic and one without.

2) Approval of Financial Statements and Checks for February 2016

Recommended Action: Resolution No. 3305.

That the Board of Port Commissioners adopt Resolution No. 3305 accepting and approving the Financial Statements, Payroll and Regular Checks for expenses in February 2016.

ACTION: Commissioner Carson moved, seconded by Commissioner Smith and carried by a vote of 4-0 to adopt Resolution No. 3305 accepting and approving the Financial Statements, Payroll and Regular Checks for expenses in February 2016.

3) Approval of the 2016 State Parks Lifeguard Contract

Recommended Action: Motion.

That the Board of Port Commissioners approve the 2016 contract proposed by State Parks to provide Lifeguard Services at Harbor Cove and Surfers Knoll.

ACTION: Commissioner Carson moved, seconded by Commissioner Valance and carried by a vote of 4-0 to approve the 2016 contract proposed by State Parks to provide Lifeguard Services at Harbor Cove and Surfers Knoll.

4) Request for Proposals to Lease Ventura Port District Property for Development of Visitor Serving Uses

Recommended Action: Motion.

That the Board of Port Commissioners approve the Request for Proposals (RFP) to Lease Ventura Port District Property for Development of Visitor Serving Uses and authorize staff to initiate the RFP process.

ACTION: Commissioner Smith moved, seconded by Commissioner Carson and carried by a vote of 4-0 to approve the Request for Proposals (RFP) to Lease Ventura Port District Property for Development of Visitor Serving Uses and authorize staff to initiate the RFP process.

REQUEST FOR FUTURE AGENDA ITEMS: Commissioner Valance would like to discuss the possibility of creating a non-profit organization for the District to fundraise to cover the cost of landscaping and enhancement projects throughout the District.

ADJOURNMENT: The meeting was adjourned at 8:17PM.



Secretary