



**Minutes of Regular Meeting of the Ventura Port District
Board of Port Commissioners Held July 22, 2015**

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
Everard G. Ashworth, Vice Chair
Gregory L. Carson
Bruce E. Smith

Commissioners Absent:

None

Port District Staff:

Oscar Peña, General Manager
John Higgins, Harbormaster
Brian Pendleton, Business Operations Manager
Joe Gonzalez, Facilities Manager
Gloria Adkins, Accounting Manager
Richard Parsons, Consultant
Jessica Rauch, Clerk of the Board

Legal Counsel:

Chris Chan

AGENDA

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

PLEDGE OF ALLEGIANCE: By Commissioner Ashworth.

ROLL CALL: All Commissioners were present.

ADOPTION OF AGENDA

ACTON: Commissioner Ashworth moved, seconded by Commissioner Carson and carried by a vote of 4-0 to adopt the July 22, 2015 agenda.

APPROVAL OF MINUTES

The Minutes of July 8, 2015 workshop meeting were considered as follows:

ACTION: Commissioner Ashworth moved, seconded by Commissioner Smith and carried by a vote of 4-0 to approve the minutes of the July 8, 2015 workshop meeting.

PUBLIC COMMUNICATIONS: Sam Sadove asked a question concerning the marketing staff report.

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.

BOARD COMMUNICATIONS: Commissioner Carson reported on the JPIA Board meeting he attended last week. Commissioner Friedman welcomed City of Ventura Community Development Director, Jeffery Lambert.

DEPARTMENTAL STAFF REPORTS: Harbormaster, John Higgins updated the Commission on the Lifeguard program.

GENERAL MANAGER REPORT: Mr. Peña reported on the success of Pirate Days and gave the Commission an update on Wild Local Seafood.

LEGAL COUNSEL REPORT: None.

CONSENT AGENDA:

A) Approval of Financial Statements and Checks for the month of May 2015

Recommended Action: Resolution No. 3281.

That the Board of Port Commissioners adopt Resolution No. 3281 accepting and approving the Financial Statements, Payroll and Regular Checks for expenses in May 2015.

ACTION: Commissioner Carson moved, seconded by Commissioner Ashworth and carried by a vote of 4-0 to adopt Resolution No. 3281 accepting and approving the Financial Statements, Payroll and Regular Checks for expenses in May 2015.

B) Out of Town Travel Request

Recommended Action: Motion

That the Board of Port Commissioners approves by motion the Out of Town Travel Request for Business Operations Manager, Brian Pendleton.

ACTION: Commissioner Carson moved, seconded by Commissioner Smith and carried by a vote of 4-0 to approve the Out of Town Travel Request for Business Operations Manager, Brian Pendleton.

C) Extension of Option with Sondermann-Ring Partners

Recommended Action: Motion.

That the Board of Port Commissioners authorize the General Manager to execute the attached Tenth Amendment to Option Agreement between Ventura Port District and Sondermann-Ring Partners.

ACTION: Commissioner Carson moved, seconded by Commissioner Smith and carried by a vote of 4-0 to authorize the General Manager to execute the attached Tenth Amendment to Option Agreement between Ventura Port District and Sondermann-Ring Partners.

STANDARD AGENDA: (20 minutes)

1) Cushman Contracting Corporation Notice of Completion for Launch Ramp Rehabilitation Project (10 minutes)

Recommended Action: Resolution No.3282.

That the Board of Port Commissioners adopt Resolution No. 3282, accepting the work of Cushman Contracting Corporation for the Ventura Harbor Public Launch Ramp Rehabilitation Project and authorize staff to prepare and record a Notice of Completion with the office of the Ventura County Recorder.

ACTION: Commissioner Ashworth moved, seconded by Commissioner Smith and carried by a vote of 4-0 to adopt Resolution No. 3282, accepting the work of Cushman Contracting Corporation for the Ventura Harbor Public Launch Ramp Rehabilitation Project and authorize staff to prepare and record a Notice of Completion with the office of the Ventura County Recorder.

2) Award of Bid to J&T Engineering and Construction for the Harbor Village Parking Access Improvements (10 minutes)

Recommended Action: Motion.


That the Board of Port Commissioners take the following actions:

- a. Award the Ventura Harbor ADA Parking Access Improvements and Optional Parking Lot Pavement Repairs to J&T Engineering and Construction in the amount of \$282,825; and
- b. Accept Jensen Design & Survey, Inc.'s proposal of July 15, 2015 to provide construction supervision and inspection for the parking improvement contract mentioned above for a fee not to exceed \$15,000 as an expansion of their scope of work pursuant to their existing Professional Services Agreement with the Port District.

ACTION: Commissioner Carson moved, seconded by Commissioner Smith and carried by a vote of 4-0 to award the Ventura Harbor ADA Parking Access Improvements and Optional Parking Lot Pavement Repairs to J&T Engineering and Construction in the amount of \$282,825 and accept Jensen Design & Survey, Inc.'s proposal of July 15, 2015 to provide construction supervision and inspection for the parking improvement contract mentioned above for a fee not to exceed \$15,000 as an expansion of their scope of work pursuant to their existing Professional Services Agreement with the Port District.

REQUEST FOR FUTURE AGENDA ITEMS: The Commission would like a workshop on Harbor special events; how they impact the harbor, Pros and Cons; and what is the purpose of special events.

ADJOURNMENT: The meeting was adjourned at 7:32PM.


Secretary

