Minutes of Regular Meeting of the Ventura Port District
Board of Port Commissioners Held July 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
Everard Ashworth, Vice Chair
Gregory L. Carson
Bruce E. Smith
Nikos Valance

Commissioners Absent:
None

Port District Staff:
Oscar Peña, General Manager
Brian Pendleton, Business Operations Manager
Gloria Adkins, Accounting Manager
Robin Baer, Property Manager
John Higgins, Harbormaster
Joe Gonzalez, Facilities Manager
Frank Locklear, Marina Manager
Richard Parsons, Consultant
Jessica Rauch, Clerk of the Board

Legal Counsel:
Dominic Nunneri
Tom Bunn

AGENDA

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

PLEDGE OF ALLEGIANCE: By Commissioner Carson.

ROLL CALL: All Commissioners were present.

ADOPTION OF AGENDA

ACTION: Commissioner Smith moved, seconded by Commissioner Carson and
carried by a vote of 5-0 to adopt the July 27, 2016 agenda.

APPROVAL OF MINUTES
The Minutes of June 22, 2016 regular meeting and June 29, 2016 and July 6, 2016 Special
Closed Session meetings were considered as follows:

ACTION: Commissioner Carson moved, seconded by Commissioner Ashworth and
carried by a vote of 5-0 to approve the minutes of the June 22, 2016 regular
meeting and June 29, 2016 and July 6, 2016 Special Closed Session
meetings.
PUBLIC COMMUNICATIONS: Sam Sadove mentioned that the boating community is very happy with the new flagpole. Councilmember Cheryl Heitmann asked if the Board would be ok with having a presentation on the sales tax measure being put on the November ballot and apologized for a new Commissioner not being appointed yet.

CLOSED SESSION REPORT: Mr. Bunn 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 Ashworth announced a trip the City is organizing to visit Ventura's sister City, Loreto, Mexico. He also updated the Commission on the Ventura Shellfish Enterprise. Commissioner Smith reported on the JPIA Board of Directors meeting he attended.

DEPARTMENTAL STAFF REPORTS: Mr. Parsons updated the Commission on the Federal Dredging Appropriations for 2017. Mr. Locklear updated the Commission on the increase in squid offloading.

GENERAL MANAGER REPORT: Mr. Peña reported that Ventura Harbor Village is having a good season with restaurant and retail sales being up.

LEGAL COUNSEL REPORT: None.

STANDARD AGENDA:

1) Approval of Financial Statements and Checks for May 2016
Recommended Action: Roll Call Vote.
That the Board of Port Commissioners adopt Resolution No. 3308 accepting and approving the Financial Statements, Payroll and Regular Checks for expenses in May 2016.

ACTION: Commissioner Carson moved, seconded by Commissioner Ashworth and carried by a vote of 5-0 to adopt Resolution No. 3308 accepting and approving the Financial Statements, Payroll and Regular Checks for expenses in May 2016.

2) Adopt Two Resolutions Formalizing Employer Paid Member Contributions to PERS for Full-time Harbor Patrol Officers
Recommended Action: Roll Call Vote.
That the Board of Port Commissioners:
   a) Adopt Resolution No.3309, establishing the Employer Paid Member Contributions to PERS at 1% for Full-time Harbor Patrol Officers effective July 1, 2007; and
   b) Adopt Resolution No.3310, establishing the Employer Paid Member Contributions to PERS at 3% for Full-time Harbor Patrol Officers effective July 1, 2008.

ACTION: Commissioner Ashworth moved, seconded by Commissioner Carson and carried by a vote of 5-0 to adopt Resolution No.3309, establishing the Employer Paid Member Contributions to PERS at 1% for Full-time Harbor Patrol Officers effective July 1, 2007; and adopt Resolution No.3310, establishing the Employer Paid Member Contributions to PERS at 3% for Full-time Harbor Patrol Officers effective July 1, 2008.
3) Approval of FY2016 – 2017 Final Budget and Five Year Capital Improvement Plan
Recommended Action: Roll Call Vote.
That the Board of Port Commissioners:
   a) Adopt Resolution No. 3311, approving the 2016-2017 Ventura Port District Budget and
      Five Year Capital Improvement Plan (CIP);
   b) Adopt Resolution No. 3312, to establish the Employer Paid Member Contributions to
      CalPERS for the Non-represented Classic Miscellaneous Members; and
   c) Adopt Resolution No. 3313, establishing the Salary Schedule for Non-represented
      Employees for the Fiscal Year 2016-2017.

ACTION: Commissioner Carson moved, seconded by Commissioner Ashworth and
         carried by a vote of 3-2 (Commissioners Valance and Smith no) to adopt
         Resolution No. 3311, approving the 2016-2017 Ventura Port District Budget
         and Five Year Capital Improvement Plan (CIP); adopt Resolution No. 3312,
         to establish the Employer Paid Member Contributions to CalPERS for the
         Non-represented Classic Miscellaneous Members; and adopt Resolution
         No. 3313, establishing the Salary Schedule for Non-represented Employees

NOTE: Commissioner Valance voted no because he believes employees are not getting
       a real raise. He recommended that employee contributions be brought to the full
       contribution of 7%, so future pay raises can go in employee pockets. Commissioner
       Smith voted no because he is concerned about PEPRA employees getting the 4% as a
       raise, since their retirement contribution has been met. He also agrees with Commissioner
       Valance's recommendation to bring employees to their full 7% contribution so future pay
       raises can go in employee pockets.

4) Approval of New Records Retention Policy
Recommended Action: Roll Call Vote.
That the Board of Port Commissioners adopt Resolution No. 3314, approving the new Records
Retention Policy for the Ventura Port District and rescinding Resolution No. 2708.

ACTION: Commissioner Smith moved, seconded by Commissioner Carson and
         carried by a vote of 5-0 to adopt Resolution No. 3314, approving the new
         Records Retention Policy for the Ventura Port District and rescinding Resolution No. 2708.

5) Approval of Revised Board of Port Commissioners Protocols and Policies Manual
Recommended Action: Roll Call Vote.
That the Board of Port Commissioners adopt Resolution No. 3315, approving the updates to the
Board of Port Commissioners Protocols and Policies Manual and rescinding Resolution No. 3271.

ACTION: Commissioner Carson moved, seconded by Commissioner Smith and
         carried by a vote of 5-0 to adopt Resolution No. 3315, approving the
         updates to the Board of Port Commissioners Protocols and Policies
         Manual and rescinding Resolution No. 3271 with the addition of the
         following:
         “Legal Counsel Report – Legal Counsel will report on the progress of
         District assignments and any legislative or judicial matters.”
6) Approval of Professional Services Agreement with White Nelson Diehl Evans
Recommended Action: Voice Vote.
That the Board of Port Commissioners:
   a) Approve the Professional Services Agreement with White Nelson Diehl Evans LLP to perform the District’s financial audit of the fiscal year ending June 30, 2016; and
   b) Appoint an Audit Liaison to work with staff and White Nelson Diehl Evans LLP throughout the audit process.

ACTION: Commissioner Carson moved, seconded by Commissioner Smith and carried by a vote of 5-0 to approve the Professional Services Agreement with White Nelson Diehl Evans LLP to perform the District’s financial audit of the fiscal year ending June 30, 2016; and appoint Vice Chairman Ashworth as the Audit Liaison to work with staff and White Nelson Diehl Evans LLP throughout the audit process.

REQUEST FOR FUTURE AGENDA ITEMS: Commissioner Valance requested a discussion during the mid-year budget about another 3% salary increase that would go towards employees PERS contributions, totaling the full 7%. Commissioner Friedman announced that there will be a Special Meeting on Tuesday, August 2, 2016.

ADJOURNMENT: The meeting was adjourned at 8:35PM.

[Signature]  
Secretary