



VENTURA PORT DISTRICT BOARD OF PORT COMMISSIONERS

Jim Friedman, Chairman
Everard Ashworth, Vice Chairman
Bruce E. Smith, Commissioner
Gregory Carson, Commissioner
Nikos Valance, Commissioner

Oscar Peña, General Manager
Timothy Gosney, Legal Counsel
Jessica Rauch, Clerk of the Board

PORT COMMISSION AGENDA REGULAR MEETING SEPTEMBER 23, 2015 AT 7:00PM VENTURA PORT DISTRICT OFFICE 1603 ANCHORS WAY DRIVE, VENTURA, CA

*A Closed Session of the Board will be held at **5:30PM** at the Four Points by Sheraton Hotel – **Schooner Room** adjacent to The gym and spa, 1050 Schooner Drive, Ventura, CA, to discuss the items on the Attachment to Agenda-Closed Session Conference with Legal Counsel.*

*The Board will convene in **Open Session** at the Port District Office located at 1603 Anchors Way Drive for its Regular Meeting at **7:00PM**.*

ADMINISTRATIVE AGENDA:

CALL TO ORDER: *By Chair, Jim Friedman.*

PLEDGE OF ALLEGIANCE: *By Chair, Jim Friedman.*

ROLL CALL: *By the Clerk of the Board.*

ADOPTION OF AGENDA (5 minutes)

Consider and approve, by majority vote, minor revisions to agenda items and/or attachments and any item added to, or removed/continued from the Port Commission's agenda. Administrative Reports relating to this agenda and materials related to an item on this agenda submitted after distribution of the agenda packet are available for public review at the Port District's office located at 1603 Anchors Way Drive, Ventura, CA during business hours as well as on the District's website - www.venturaharbor.com (Public Notices). Each item on the agenda shall be deemed to include action by an appropriate motion, resolution or ordinance to take action on any item.

APPROVAL OF MINUTES

The Minutes of the September 9, 2015 regular meeting will be considered for approval.

PUBLIC COMMUNICATIONS (3 minutes)

The Public Communications period is set aside to allow public testimony on items not on today's agenda. Each person may address the Commission for up to three minutes or at the discretion of the Chair.

CLOSED SESSION REPORT (3 minutes)

Closed Sessions are not open to the public pursuant to the Brown Act. Any reportable actions taken by the Commission during Closed Session will be announced at this time.

BOARD COMMUNICATIONS (5 minutes)

Port Commissioner's may present brief reports on port issues, such as seminars, meetings and literature that would be of interest to the public and/or Commission, as a whole. Port Commissioner's must provide a brief summary and disclose any contacts or meetings he or she may have had with any Port District Tenants.

DEPARTMENTAL STAFF REPORTS (10 minutes)

Ventura Port District Staff will give the Commission reports on their Department.

GENERAL MANAGER REPORT (5 minutes)

The General Manager of the Ventura Port District will report on items of general interest to the Port Commission and members of the public.

LEGAL COUNSEL REPORT (5 minutes)

CONSENT AGENDA: (5 minutes)

Matters appearing on the Consent Calendar are expected to be non-controversial and will be acted upon by the Board at one time, without discussion, unless a member of the Board or the public requests an opportunity to address any given item. Approval by the Board of Consent Items means that the recommendation is approved along with the terms set forth in the applicable staff reports.

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

Recommended Action: Resolution No. 3285.

That the Board of Port Commissioners adopt Resolution No. 3285 accepting and approving the Financial Statements, Payroll and Regular Checks for expenses in June 2015.

B) Approval of New Office Lease Agreement for Power & Processing Engineers

Recommended Action: Motion

That the Board of Port Commissioners approves by motion a new Office lease agreement between the Ventura Port District dba Ventura Harbor Village and Power & Process Engineers for the premises located at 1559 Spinnaker Drive #201 consisting of a total of 350 square feet for a two (2) year term.

C) Approval of New Office Lease Agreement for the Center for Contract Compliance

Recommended Action: Motion

That the Board of Port Commissioners approves by motion a new Office lease agreement between the Ventura Port District dba Ventura Harbor Village and the Center for Contract Compliance for the premises located at 1559 Spinnaker Drive #202A consisting of a total of 437 square feet for a two (2) year term.

STANDARD AGENDA: (20 minutes)

1) Approval of Professional Services Agreement with Thyssenkrupp Elevators

Recommended Action: Motion.

That the Board of Port Commissioners authorize the General Manager to enter into a \$78,833 Agreement with Thyssenkrupp Elevators for the 1691 Spinnaker Drive Elevator Modernization Project.

2) Budget Amendment for Flagpole

Recommended Action: Informational.

That the Board of Port Commissioners acknowledge the budget amendment to Fiscal Year 2015 - 2016 of \$13,200 for the completion of the flagpole with a yard arm and installation project, which was approved on December 17, 2014.

3) Budget Amendment for Fish Pier Derrick Crane

Recommended Action: Informational.

That the Board of Port Commissioners acknowledge a budget amendment to fiscal year 2015 – 2016 for the completion of the Fish Pier Derrick Crane Installation Project for \$102,000, which was approved in the fiscal year 2014-2015 Capital Improvement budget.

REQUEST FOR FUTURE AGENDA ITEMS

ADJOURNMENT

*This agenda was posted on Friday, September 18, 2015 at 5:00 p.m.
at the Port District Office and on the Internet - www.venturaharbor.com (Port Commission).*



*In compliance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting, please contact the Ventura Port District at (805) 642-8538. Notification 48 hours before the meeting will enable the District to make reasonable arrangements to ensure accessibility.
(28 CFR 35.102.35.104 ADA Title II)*

**ATTACHMENT TO PORT COMMISSION AGENDA
CLOSED SESSION CONFERENCE WITH LEGAL COUNSEL**

WEDNESDAY, SEPTEMBER 23, 2015

1. Conference with Real Property Negotiators - Per Government Code Section 54956.8:

- | | |
|----------------------|--|
| a) Property: | 1691 Spinnaker Drive #104, 105A, 105B |
| Negotiating Parties: | Oscar Peña, Brian Pendleton, Timothy Gosney |
| Under Negotiation: | Island Packers New Lease |
|
 | |
| c) Property: | 1363 Spinnaker Drive, Parcels 2 & 3 |
| Negotiating Parties: | Oscar Peña, Brian Pendleton, Timothy Gosney |
| Under Negotiation: | Ventura Isle Marina Lease Assignment |

2. Conference with Legal Counsel – Existing Litigation Per Government Code Section(s):

- a) **54956.9(d)(1)** - Minton v. City of San Buenaventura, et al.
Ventura County Superior Case No. 56-2015-00469342
- b) **54956.9(e)(1)** – Ventura Port District, dba Ventura Harbor Village v. Jack Benjamin Hessiani
Ventura Superior Court Case No. 56-2015-00470864-CU-PT-VTA
- c) **54956.9(d)(2)** - Claim of Bonnie Beck

3. Conference with Legal Counsel - Anticipated Litigation per Government Code Section:

- a) **54956.9(d)(4)**: One potential case

SEPTEMBER 23, 2015
BOARD OF PORT COMMISSIONERS

APPROVAL OF THE SEPTEMBER 9, 2015 MINUTES



Minutes of Regular Meeting of the Ventura Port District Board of Port Commissioners Held September 9, 2015

The Regular Meeting of the Ventura Board of Port Commissioners was called to order by Chairman Jim Friedman at 12:35PM 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
John Higgins, Harbormaster
Brian Pendleton, Business Operations Manager
Joe Gonzalez, Facilities Manager
Gloria Adkins, Accounting Manager
Frank Locklear, Marina Manager
Jennifer Talt-Lundin, Marketing Manager
Richard Parsons, Consultant
Robbie Armstrong-Dunham, Management Assistant
Jessica Rauch, Clerk of the Board

Legal Counsel:

Chris Chan

AGENDA

CALL TO ORDER: By Chair, Jim Friedman at 12:35PM.

PLEDGE OF ALLEGIANCE: By Commissioner Valance.

ROLL CALL: Commissioner Ashworth was absent.

ADOPTION OF AGENDA

ACTON: Commissioner Carson moved, seconded by Commissioner Smith and carried by a vote of 4-0 to adopt the September 9, 2015 agenda.

APPROVAL OF MINUTES

The Minutes of July 22, 2015 regular 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 July 22, 2015 regular meeting.

PUBLIC COMMUNICATIONS: Michael Wagner, owner of Andria's, updated the Commission on the wooden nickel promotion program he initiated. Sandra and Janice, owners of Coffee Dock and Post, believe there needs to be more money for marketing efforts. John Cooke, Mobile Home Liaison, attended Pirates Day with his grandchildren and was taken aback when a pirate made a comment about tips.

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: None.

DEPARTMENTAL STAFF REPORTS: Richard Parsons, Project Manager, updated the Commission on the Village Accessibility Improvements, the Jib Crane and the re-roofing project. Gloria Adkins, Accounting Manager, reported on the audit. Brian Pendleton, Business Operations Manager, reported that staff is implementing an expanded leasing strategy and making great efforts to market our vacancies.

LEGAL COUNSEL REPORT: None.

CONSENT AGENDA: (5 minutes)

A) Approval of New Restaurant Lease Agreement for The Greek Mediterranean Steak & Seafood

Recommended Action: Motion

That the Board of Port Commissioners approves by motion a new Restaurant lease agreement between the Ventura Port District dba Ventura Harbor Village and the Greek at the Harbor Restaurant, Inc. dba The Greek Mediterranean Steak & Seafood for the premises located at 1583 Spinnaker Drive #101 consisting of a total of 3,765 square feet for a three (3) year term with a five (5) year option to extend.

ACTION: Commissioner Carson moved, seconded by Commissioner Smith and carried by a vote of 4-0 to approve a new Restaurant lease agreement between the Ventura Port District dba Ventura Harbor Village and the Greek at the Harbor Restaurant, Inc. dba The Greek Mediterranean Steak & Seafood for the premises located at 1583 Spinnaker Drive #101 consisting of a total of 3,765 square feet for a three (3) year term with a five (5) year option to extend.

Public Comment: Lynn Mikelatos, owner of The Greek, reported that The Greek now has new menus and a wireless POS system. She is very excited for the future and her goal is to double sales.

B) Approval of New Office Lease Agreement for Ahmad Vahedian, Ph.D.

Recommended Action: Motion

That the Board of Port Commissioners approves by motion a new Office lease agreement between the Ventura Port District dba Ventura Harbor Village and Ahmad Vahedian, Ph.D for the premises located at 1575 Spinnaker Drive #204C consisting of a total of 275 square feet for a two (2) year term.

ACTION: Commissioner Carson moved, seconded by Commissioner Smith and carried by a vote of 4-0 to approve a new Office lease agreement between the Ventura Port District dba Ventura Harbor Village and Ahmad Vahedian,

Ph.D for the premises located at 1575 Spinnaker Drive #204C consisting of a total of 275 square feet for a two (2) year term.

C) Approval of Out of Town Travel Requests

Recommended Action: Motion

That the Board of Port Commissioners approve by motion the Out of Town Travel Requests for Consultant, Richard Parsons, Harbormaster, John Higgins, and Electrician, John Collins.

ACTION: Commissioner Carson moved, seconded by Commissioner Smith and carried by a vote of 4-0 to approve the Out of Town Travel Requests for Consultant, Richard Parsons, Harbormaster, John Higgins, and Electrician, John Collins.

D) Approval of New Conflict of Interest and Disclosure Code

Recommended Action: Resolution No. 3283.

That the Board of Port Commissioners adopt Resolution No. 3283 to approve the new Conflict of Interest Code Policy and rescind Resolution No. 3060 and all prior versions of the Code, which were previously passed, approved, and adopted by the Board.

ACTION: Commissioner Carson moved, seconded by Commissioner Valance and carried by a vote of 4-0 to adopt Resolution No. 3283 approving the new Conflict of Interest Code Policy and rescind Resolution No. 3060 and all prior versions of the Code, which were previously passed, approved, and adopted by the Board.

E) Annual Investment Policy Review

Recommended Action: Resolution No. 3284.

That the Board of Port Commissioners adopt Resolution No. 3284, which reflects minor changes to the Ventura Port District's Investment Policy and rescind Resolution No. 3253.

ACTION: Commissioner Carson moved, seconded by Commissioner Valance and carried by a vote of 4-0 to adopt Resolution No. 3284, which reflects minor changes to the Ventura Port District's Investment Policy and rescind Resolution No. 3253.

STANDARD AGENDA: (10 minutes)

1) Approval of Professional Services Agreement with Applied Environmental Technologies, Inc.

Recommended Action: Motion.

That the Board of Port Commissioners authorize the General Manager to enter into a Professional Services Agreement for \$30,150 with Applied Environmental Technologies, Inc. to conduct sediment sampling and analyses within the Ventura Harbor navigation channels.

ACTION: Commissioner Carson moved, seconded by Commissioner Smith and carried by a vote of 4-0 to authorize the General Manager to enter into a Professional Services Agreement for \$30,150 with Applied Environmental Technologies, Inc. to conduct sediment sampling and analyses within the Ventura Harbor navigation channels.

REQUEST FOR FUTURE AGENDA ITEMS: Commissioner Smith got consensus from the Commission to have an overall marketing workshop, including special events, which was discussed at the last meeting.

ADJOURNMENT: The meeting was adjourned at 1:18PM.

Secretary

SEPTEMBER 23, 2015
BOARD OF PORT COMMISSIONERS

DEPARTMENTAL STAFF REPORTS

DREDGING
FEDERAL
FACILITIES
HARBORMASTER
MARINA
MARKETING
PROPERTY MANAGEMENT
TREASURER (QUARTERLY)

RWP DREDGING MANAGEMENT

Richard W. Parsons
2271 Los Encinos Road
Ojai, California 93023
Phone/Fax (805) 649-9759

September 23, 2015

Board of Port Commissioners
Ventura Port District
1603 Anchors Way Drive
Ventura, CA 93001

Subject: July/August/September 2015 Dredging Activities and Special Projects Report

The Dredging Program Manager's activities for the mid-July to mid-September 2015 period are reviewed below:

2016 Federal Dredging Appropriations

Over the past month there has been no apparent progress by the Congress on the FY2016 Energy and Water (E&W) Development Appropriations Bill. While the House has passed their version of the Bill which includes the Administration's requests (i.e. \$4.83 million for Ventura Harbor) the full Senate has been unable to address E&W. The expectation continues to be that a final E&W Bill will not be adopted by the start of the new fiscal year on October 1, 2016 and that the new year will start with a Continuing Resolution (CR), which is only likely to provide funding until sometime in December.

Inner Harbor Sediment Sampling

Fugro Pelagos completed a bathymetric survey of the inner harbor channels in late August and we anticipate that the survey data will be processed and the results available by late September. Applied Environmental Technologies (AET) and I will then utilize the survey data to finalize a sediment Sampling and Analysis Plan (SAP). I hope to have the SAP submitted to the U.S. Corps of Engineers, U.S. Environmental Protection Agency, and the Los Angeles Regional Water Quality Control Board by late October.

Harbor Village Dock Replacement Program

Since May of 2014 the Port District has been endeavoring to secure a California Coastal Commission Permit (CDP) allowing for the replacement of Docks C, D, G and H at Harbor Village. The District's first two submittals to the Coastal Commission were deemed inadequate by the Commission's staff. More recently, and after considerable analysis of the availability of commercial and recreational slips in Ventura County, I drafted a letter dated July 24, 2015 for the General Manager's signature (attached) setting forth the District's rationale for the dock replacement program. I am pleased to report that on August 21, 2015, the Coastal Commission finally indicated that the District's application has been accepted. While that is certainly a positive development it should not be interpreted as an indication that the Commission staff will recommend approval of the application.

Harbor Village Accessibility Improvements

The District's contractor, J&T Engineering and Construction, on the Harbor Village Parking Access Improvements, is moving along very rapidly on the project. While clearly the work is disruptive, J&T is working cooperatively to minimize the negative effects of the construction work.

Reroofing of Buildings 1449 and 1559

The District's contractor, Letner Roofing Co., on the reroofing of buildings 1449 and 1559 at Harbor Village began work on 1559 on September 14, 2015.

Fish Pier Derrick Crane Installation

Additional attempts to install the one ton derrick crane on the fish pier have not been successful. See the attached letter, dated September 14, 2015 to Allied Power Products regarding this unacceptable situation.

Fish and Wildlife Eelgrass Determination

The California Department of Fish and Wildlife stated in a comment letter, dated August 27, 2015, in reference to the Draft Mitigated Negative Declaration for the Ventura Harbor Marina and Yacht Yard Project that they had determined that Ventura Harbor may have at least one acre of eelgrass. In light of the fact that eelgrass has never been identified in Ventura Harbor over the past ten years, a letter (attached) was drafted and forwarded to the Department attempting to set the record straight.

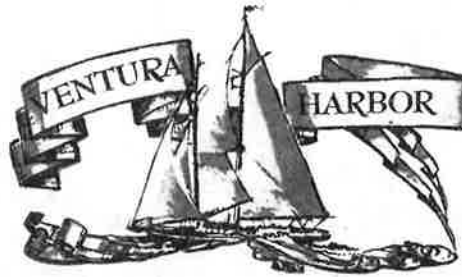
Respectfully submitted,

Richard Parson

Dredging and Special Projects Consultant

Attachments

COPY



BOARD OF PORT COMMISSIONERS
Jim Friedman, Chairman
Everard Ashworth, Vice-Chairman
Bruce E. Smith, Secretary
Gregory Carson, Commissioner
Oscar Peña, General Manager

July 24, 2015

Jack Ainsworth
California Coastal Commission
South Central Coast Area Office
89 South California Street, Suite 200
Ventura, CA 93001

Re: CDP 4-14-0821 Application
Replacement of Ventura Harbor Village Docks C, D, G and H

Dear Jack,

Forwarded herewith are responses and comments in support of the subject application as requested by your staff in a letter of October 23, 2014, and as Richard Parsons and I discussed with you and Jacqueline Blaugrund on April 6, 2015:

First, however, let me again emphasize the critical nature of the commercial fishing operations at Ventura Harbor to the very viability of the harbor. The Ventura Port District is completely dependent upon the U.S. Army Corps of Engineers for the federal maintenance of the harbor's entrance system, and the unloading of commercial fish products at the harbor is the primary justification for this federal support. The entrance system includes the following components:

1. A 1,750 foot entrance channel
2. A 600,000 cubic yard sand trap
3. A 1,800 foot offshore breakwater
4. A 1,550 foot north jetty
5. A 1,070 foot south jetty
6. A 250 foot middle jetty
7. A 600 foot south beach groin

The annual maintenance dredging of the entrance channel and sand trap currently require between \$6,000,000 and \$8,000,000 per year. The cost of maintaining the rock structures (i.e. breakwater, jetties and groin), while not occurring on an annual basis, has nonetheless averaged about \$1,280,000 per year over the last 15 years. Were it not for the federal assumption of these maintenance needs, the harbor's entrance channel would simply shoal to closure, and all of the maritime interests in the harbor, both commercial and recreational would lose ocean access.

Ventura Port District

1603 Anchors Way Drive, Ventura, CA 93001-4229
805/642-8538 • FAX 805/658-2249
www.venturaharbor.com

Ventura Harbor is one of the only small craft harbors on the California coast at which there is no U.S. Coast Guard facility. Such a facility forms the primary basis for the federal support of most of these harbors. To compensate for this situation, the Port District has aggressively pursued its support of the commercial fishing industry, and in recent years has emerged as one of the top squid receiving ports on the west coast (32,700 tons in 2013 and constituting about 95% of the landings at our facilities). The present application to replace Ventura Harbor Village Docks C, D, G and H is a reflection of the District's continuing commitment to commercial fishing.

While the District proposes to replace C and D docks in their current contiguation, G and H docks will hopefully be combined. The existing dilapidated 34 year old wooden slips on G and H were designed in the early 1980s to serve gill net fishing vessels in the 35 foot to 40 foot range. Unfortunately, in the early 1990s, regulatory actions eliminated the near shore gill net fishery. In the 1980s, about 40 gill net boats operated out of Harbor Village. Today, only 6 remain and their survival is in doubt due to the deeper waters in which they are now required to operate. The squid fishery that has blossomed over the past 10 years is now dominated by purse semeirs in the 60 feet to 80 feet range.

In order to respond to this evolving character of the commercial fishing industry, the Port District, as part of its ongoing dock replacement program, must be allowed to adapt to the changing characteristics of the fishing fleet. To achieve that objective the District is proposing to combine the existing G and H docks to provide larger double wide slips in the desired length. This will have the effect of eliminating 37 slips in the 35 feet and 40 feet range (12 of which are currently vacant) and creating 17 slips in the 60 foot to 80 foot range.

The following table illustrates the current utilization of the 35 foot and 40 foot slips on G and H docks:

Slip Length	Number of Slips	Vacant	Recreational	Commercial Fish	Commercial Other
35 feet	19	5	2	11	1
40 feet	18	7	3	7	1
Total	37	12	5	18	2

The advantage of the longer and wider ships is illustrated in the attached figure 1. When mooring commercial fishing boats, a variety of vessel sizes can be rafted together in the larger slips. This provides the Port District with greater flexibility in serving the ever changing character of the fishing fleet. While the rafting of vessel is not generally acceptable to recreational boaters due to the owners sensitivity to the cosmetic appearance of their vessels, in the commercial fishing arena rafting is quite common since the vessels are working boats that routinely get banged up.

It should also be noted that the slip rental market at Ventura Harbor does not operate in isolation from the market at Channel Islands Harbor. The two harbors are only 6 miles apart and presently have over 1,100 vacant slips. That amounts to an overall vacancy rate of about 30%. While the Channel Islands Harbor is primarily recreational, it does

have a 66 slip commercial fishing marina that presently has 21 vacant slips in the 24 feet to 36 feet range.

The following table summarizes the occupancy/vacancy situation by slip size at the Channel Islands commercial fishing marina as of June 2015:

Slip Length	Number of Slips	Vacancies
24 feet	7	5
26 feet	14	6
28 feet	1	0
31 feet	18	1
34 feet	1	1
36 feet	16	8
41 feet	3	0
44 feet	1	0
45 feet	1	0
55 feet	1	0
70 feet	1	0
75 feet	1	0
78 feet	1	0
Total	66	21

The attached tables 1 thru 4 summarize the vacancy situation by slip size at the four major Ventura Harbor public marinas (excluded are the Ventura Yacht Club and the small dilapidated Ventura Harbor Marine and Yacht Yard, which is expected to be reconfigured in the near future). The tables cover the period from January 2014 to June 2015 and indicate that Ventura Harbor presently has a total of 1,253 public slips and 275 vacancies – a rate of 22%.

The attached tables 5 thru 7 summarize the monthly vacancy situation by slip size for the period from January 2014 to June 2015 for three of the ten public marinas at Channel Islands Harbor and table 8 summarizes the same information for Westport Marina in Mandalay. Finally, table 9 is included that presents the total number of vacancies for all slip sizes at Channel Islands Harbor as well as at Seabridge/Westport at Mandalay. Channel Islands Harbor presently has a total of 2,210 public slips and 639 vacancies – a rate of 29%. Seabridge/Westport presently has a total of 303 slips and 188 vacancies – a rate of 62%.

The inescapable conclusion from these tables is that with over 1,100 slip vacancies between the two Ventura County Harbors, the Ventura Port District's proposal to reconfigure Docks G and H will have no effect on slip availability at either Ventura Harbor or Channel Islands Harbor for both commercial and recreational vessels. What the reconfiguration will do, however, is allow the Port District the flexibility to more adequately adapt to the ever changing vessel characteristics of the commercial fishing fleet and it is vital to the continuing viability of Ventura Harbor that such adaptation to the needs of the commercial fishing interests be supported.

Lastly, I must emphasize that the focus of the Ventura Harbor Village dock operation is on serving the needs of the commercial fishing industry as is mandated by the Local Coastal Plan for the Harbor's southwest and south peninsula areas. Recreational vessels are also welcomed, but quite honestly most recreational boaters do not care for the Village's double wide slips where they have a dock finger on only one side of the vessel and as a consequence they may be sharing a slip with a commercial fishing vessel. They also do not care for the fact that the docks do not have security gates. This is particularly true when there are an abundance of purely recreational slips available at both Ventura Harbor and Channel Islands Harbor. All of the slips at Harbor Village will continue to be provided with water and electrical power connections. The new docks will also have a separate fire main system.

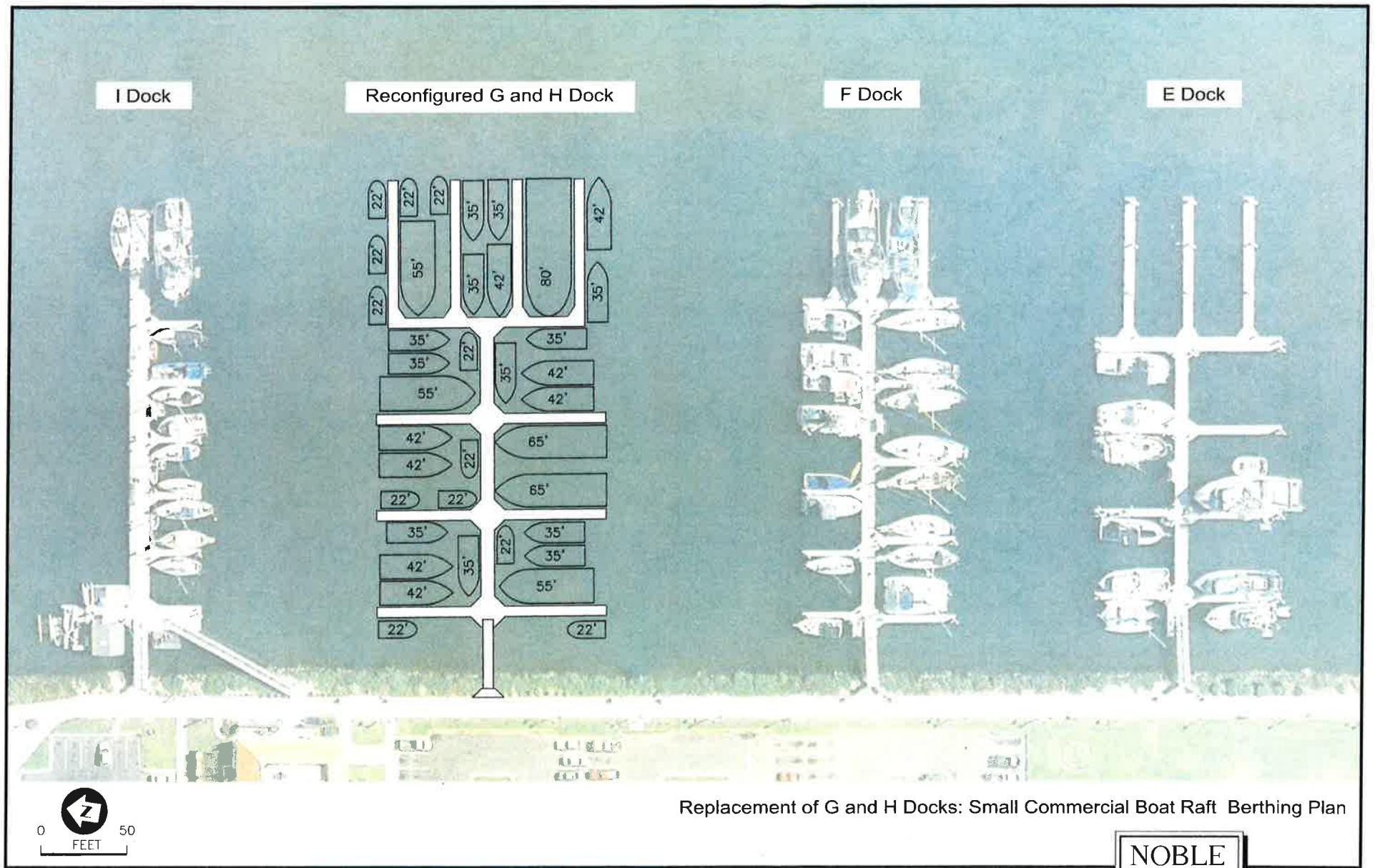
It is my hope that the Port District has now provided you and your staff with the information necessary to move the District's application to replace Ventura Harbor Village Docks C, D, G and H forward. Should you have any questions regarding the information included herewith, please contact Richard Parsons at 805.890.8505 or by Email at rwpdredging@hotmail.com.

Yours Truly,



Oscar Peña
General Manager

Encls: Figure 1: Replacement of G and H Docks; Small Commercial Boat Lift Berthing Plan
Table 1: Ventura Harbor Village Commercial Marina
Table 2: Ventura Isle Marina
Table 3: Ventura West Marina (Phase 1)-Liveaboard Facility
Table 4: Ventura West Marina (Phase 2)-Liveaboard Facility
Table 5: Anacapa Isle Marina
Table 6: Peninsula Yacht Marina
Table 7: Bahia Marina
Table 8: Westport Marina
Table 9: Channel Islands Harbor Marina Vacancy Report June 2015



VENTURA HARBOR																		
Ventura Harbor Village Commercial Marina *																		
		Vacancies	Vacancies	Vacancies	Vacancies	Vacancies	Vacancies	Vacancies	Vacancies	Vacancies	Vacancies	Vacancies	Vacancies	Vacancies	Vacancies	Vacancies	Vacancies	Vacancies
Slip Length	# of Slips	2014-Jan	Feb	Mar	Apr	May	Jun	July	Aug	Sept	Oct	Nov	Dec	2015-Jan	Feb	Mar	Apr	May
30'	11	6	7	7	5		7	6	3	2	6	6	6	6	4	3	3	3
35'	30	7		7	8	5	7	6	8	5	3	4	4	7	7	6	4	5
38'	2																	
40'	18	5	4	4	4	4	3	2	4	5	1	6	8	8	7	7	7	7
44'	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1
45'	2																	
48'	15	4	4	4	4	3	3	2	1	1	2	2	3	3	3	3	3	3
55'	14			1	2	2	2	3	1	3	4	4	5	3	5	6	5	5
60'	9																	
65'	1																	
80'	4																	
84'	4																	
90'	6																	
100'	14																	
160'	1																	
180'	1																	
251'	1																	
Total	134	23	16	24	24	15	23	20	18	17	17	23	27	28	27	26	23	24
		17.16%	11.94%	17.91%	17.91%	11.19%	17.16%	14.93	13.43%	12.69%	12.69%	17.16%	20.15%	20.90%	20.15%	19.40%	17.16%	17.91%
* The slip tenant mix is about: 70% commercial fishing vessels																		
15 % other commercial vessels																		
15% recreational vessels																		
- Does not include 10 slips at Ventura Harbor Boatyard and Ventura Harbor Marine Fuel Pier																		

Compiled by Ventura Port District from monthly data supplied by the Harbor Village Dockmaster June 30, 2015

Table 1

VENTURA HARBOR																			
Ventura Isle Marina																			
		Vacancies	Vacancies	Vacancies	Vacancies	Vacancies	Vacancies	Vacancies	Vacancies	Vacancies	Vacancies	Vacancies	Vacancies	Vacancies	Vacancies	Vacancies	Vacancies	Vacancies	Vacancies
Slip Length	# of Slips	2014-Jan	Feb	Mar	Apr	May	Jun	July	Aug	Sept	Oct	Nov	Dec	2015-Jan	Feb	Mar	Apr	May	Jun
0										3	1	1	1	1	2	2	2	2	2
12	2	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1
18	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2
25	48	12	12	14	16	14	11	12	13	14	14	17	17	16	17	17	18	14	10
27	10	6	6	6	6	6	6	6	6	6	6	6	6	6	7	7	7	7	7
30	113	51	51	53	54	50	48	47	41	47	50	52	51	50	48	47	43	42	41
33	1																		
35	104	43	46	44	42	41	39	40	39	38	39	42	40	38	39	38	37	36	38
36.5	6			1	1	1		1	1			1	2	2	2	2	1	1	1
37	5	4	4	4	4	3	2	2	2	3	2	2	3	3	2	2	2	3	4
38	1																		
39.5	2	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1
40	95	27	25	26	26	25	24	23	22	22	22	22	22	23	23	22	20	20	21
41.5	6	1	1	1	2	2		2	1	2	2	1			1	1	1	1	1
44	2	1	1	1						1	1	1	1	1	2	2	2	2	2
45	72	27	27	29	29	31	33	31	23	28	28	29	30	28	28	27	30	33	34
46.5	2												1						
47													1	1					
48	1																		
50	59	26	26	27	27	29	27	26	24	23	25	24	23	24	23	22	22	24	19
55	22	11	11	12	12	11	10	11	11	11	12	12	10	12	12	11	10	11	12
58	2																		
60	19	11	11	11	11	11	10	9	10	9	10	9	10	10	10	10	10	10	11
65	6	1	1	1		1	2	1		1				1	1	1	1	1	2
70	1																		
Total	581	225	226	234	234	229	216	215	197	212	216	223	222	220	221	215	210	211	209
		39.1%	39.2%	40.6%	40.4%	40.0%	37.9%	37.5%	34.2%	36.5%	37.9%	38.6%	39.6%	38.5%	39.1%	38.0%	36.7%	38.2%	38.3%

Table 2

Compiled by Ventura Port District from monthly data supplied by Ventura Isle Marina. June 30, 2015

VENTURA HARBOR																		
Ventura West Marina (Phase 1) - Liveboard Facility *																		
		Vacancies	Vacancies	Vacancies	Vacancies	Vacancies	Vacancies	Vacancies	Vacancies	Vacancies	Vacancies	Vacancies	Vacancies	Vacancies	Vacancies	Vacancies	Vacancies	Vacancies
Slip	# of	Jan	Feb	March	April	May	June	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	March	April	May
20'	6																	
22'	6			1	1				1	1	1	1	1	1				
24'	52	28	27	28	27	27	25	24	23	23	26	25	25	26	27	26	25	26
26'	8					1					1	1	1	2	2	2	2	
28'	49	2	1	2	2	1			1		2	1	3	4	4	4	3	1
30'	6																	
32'	45	6	6	3	4	5	4	5	3	1		2		1	2	2		
34'	46	4	3	3	4	4	2	2	3	1	1	3	3	3	2	3	1	
36'	3																	
38'	45	1	1	1		1		2	1	2	3	4	2	1	3	2	4	5
40'	5				1				1			1						
42'	42					1	1	1			1						1	3
44'	3																	
46'	40												1	3	5	6	5	6
48'	8																	
50'	5														1			
52'	5																	
54'	6	1		1														
56'	1	1	1															
58'	1																	
60'	2							1	1									
62'	1																	
64'	2																	
Total	387	43	39	39	39	40	32	35	34	28	35	38	36	41	46	45	41	41
		11%	10%	10%	10%	10%	8%	9%	9%	7%	9%	10%	9%	11%	12%	12%	11%	11%
* Vacancy rates are lower at this facility because about 42% of the vessels are occupied by live-aboards																		

Table 3

VENTURA HARBOR																		
Ventura West Marina (Phase 2) - Liveboard Facility *																		
		Vacancies	Vacancies	Vacancies	Vacancies	Vacancies	Vacancies	Vacancies	Vacancies	Vacancies	Vacancies	Vacancies	Vacancies	Vacancies	Vacancies	Vacancies	Vacancies	Vacancies
Slip Length	# of Slips	2014-Jan	Feb	March	April	May	June	July	Aug	Sept	Oct	Nov	Dec	2015-Jan	Feb	March	April	May
20'	1																	
29	3																	
30	18																	
34	3				1													
35	59	1	1						4	3	2	3	1	1	1	1	1	1
40	47												1	1				
45	10												1	1	1			
48	2																	
50	1																	
60	1																	
65	1																	
70	3																	
80	1																	
105	1																	
Total	151	1	1	0	1	0	0	0	4	3	2	3	3	3	2	1	1	1
		1%	1%	0%	1%	0%	0%	0%	3%	2%	1%	2%	2%	2%	1%	1%	1%	1%
* Vacancy rates are lower at this facility because about 52% of the vessels are occupied by live-aboards																		

Table 4

Compiled by Ventura Port District from monthly data supplied by Ventura West Marina. June 30, 2015

CHANNEL ISLANDS HARBOR																			
Anacapa Isle Marina																			
		Vacancies	Vacancies	Vacancies	Vacancies	Vacancies	Vacancies	Vacancies	Vacancies	Vacancies	Vacancies	Vacancies	Vacancies	Vacancies	Vacancies	Vacancies	Vacancies	Vacancies	Vacancies
Slip Length	# of Slips	2014-Jan	Feb	Mar	Apr	May	Jun	July	Aug	Sept	Oct	Nov	Dec	2015-Jan	Feb	Mar	Apr	May	Jun
0														1	1	1	1	1	1
20	11	9	8	8	7	8	8	8	8	11	8	8	8	7	8	8	8	7	7
25	135	82	83	84	84	80	81	79	78	8	81	82	84	86	84	83	82	82	75
30	72	38	46	46	47	45	44	42	42	79	44	45	45	46	46	46	45	45	45
32	18	4	4	4	3	3	3	3	4	43	5	6	7	7	9	9	9	9	7
35	68	38	37	36	36	36	36	37	39	4	39	38	38	38	39	40	40	39	39
40	30	12	12	13	13	13	13	12	13	39	10	10	9	8	8	9	9	8	8
45	29	17	17	17	17	17	18	18	18	12	17	17	15	16	16	15	15	15	15
46	14	3	4	3	4	6	7	7	6	1	5	5	6	6	6	7	6	6	6
50	26	7	6	8	8	9	7	6	6	17	10	9	9	9	8	7	9	10	11
60	14	3	3	4	5	5	3	3	3	5	3	3	3	3	3	3	4	4	4
63	1	1	1							10		1	1	1	1	1	1	1	1
65	1									3				1	1	1		1	
68	4	1	1	1	1														
73	1																		
78	1	1	1	1	1	1													
83	2											1	1						
104	1								1		1		1	1	1	1	1	1	1
118	1																		
Total	429	216	223	225	226	223	220	215	218	232	223	225	227	230	231	230	230	229	220
		50.3%	51.9%	52.7%	52.9%	52.2%	51.6%	50.5%	51.2%	53%	52.3%	52.7%	53.2%	53.7%	53.8%	53.8%	53.6%	53.4%	51.3%

Table 5

Compiled by Ventura Port District from monthly data supplied by Anacapa Isle Marina. June 30, 2015

						CHANNEL ISLANDS HARBOR													
Peninsula Yacht Marina																			
		Vacancies	Vacancies	Vacancies	Vacancies	Vacancies	Vacancies	Vacancies	Vacancies	Vacancies	Vacancies	Vacancies	Vacancies	Vacancies	Vacancies	Vacancies	Vacancies	Vacancies	Vacancies
Slip Length	# of Slips	2014-Jan	Feb	Mar	Apr	May	Jun	July	Aug	Sept	Oct	Nov	Dec	2015-Jan	Feb	Mar	Apr	May	Jun
19	2	1	1	1		1					1	1					1	2	2
24	5											1	1	1	1	1	2	2	2
25	45	30	29	30	27	27	25	24	23	25	23	26	23	25	24	23	24	24	20
29	7																		
30	125	51	51	46	45	46	45	45	44	51	51	51	50	52	56	55	53	52	52
31											1	1	1	1					
35	129	63	65	64	64	64	64	64	61	65	65	66	64	63	60	61	62	61	61
50	33	12	13	14	12	8	11	10	11	12	12	11	10	10	10	9	10	10	10
59	2	1	1	1	1	1	1	2	2	1	1	1	1	2	2	2	2	2	1
65	8	2	2	2	2	2	2	2	2	3	4	4	4	4	4	2	3	3	4
90	1	1	1	1	1	1	1			1	1	1	1	1	1	1			
Total	357	161	163	159	152	150	149	147	143	158	159	163	155	159	158	154	157	156	152
		45.1%	45.7%	44.5%	42.5%	42.0%	41.7%	41.2%	40.1%	44.3%	44.5%	45.7%	43.4%	44.5%	44.3%	43.1%	44%	43.7%	42.6%

Table 6

Compiled by Ventura Port District from monthly²³ data supplied by Peninsula Yacht Marina. June 30, 2015

CHANNEL ISLANDS HARBOR																			
Bahia Marina																			
		Vacancies	Vacancies	Vacancies	Vacancies	Vacancies	Vacancies	Vacancies	Vacancies	Vacancies	Vacancies	Vacancies	Vacancies	Vacancies	Vacancies	Vacancies	Vacancies	Vacancies	Vacancies
Slip Length	# of Slips	2014-Jan	Feb	Mar	Apr	May	Jun	July	Aug	Sept	Oct	Nov	Dec	2015-Jan	Feb	Mar	Apr	May	Jun
20	7		1	1	1	1	1	2	2	2	2	2	2	2	2	2	2	2	2
24	1																		
28	17	6	6	6	5	6	5	5	4	6	6	6	6	7	6	7	7	6	7
31	1				1	1	1	1	1	1	1	1	1	1	1	1	1	1	1
32	7	4	4	4	4	4	4	4	4	4	4	4	3	3	3	3	2	3	2
35	14	8	8	8	8	8	8	8	8	7	8	8	8	8	8	8	8	8	8
36	1																		
40	9	3	3	3	3	3	3	3	2	3	3	3	2	2	2	2	2	2	2
45	8	3	3	3	4	4	4	3	3	2	2	2	2	2	3	3	3	2	2
50	12	4	5	5	4	5	5	5	5	5	5	5	5	4	4	4	5	5	5
55	5	3	3	3	3	3	3	3	3	3	3	3	3	3	3	3	3	3	3
59	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1
85	1													1					
Total	84	32	34	34	34	36	35	35	33	34	35	35	33	34	33	34	34	33	33
		38.1%	40.5%	40.5%	40.5%	42.9%	41.7%	41.7%	39.3%	41%	41.7%	41.7%	38.8%	40.5%	39.3%	40.5%	40.5%	39.3%	39.3%

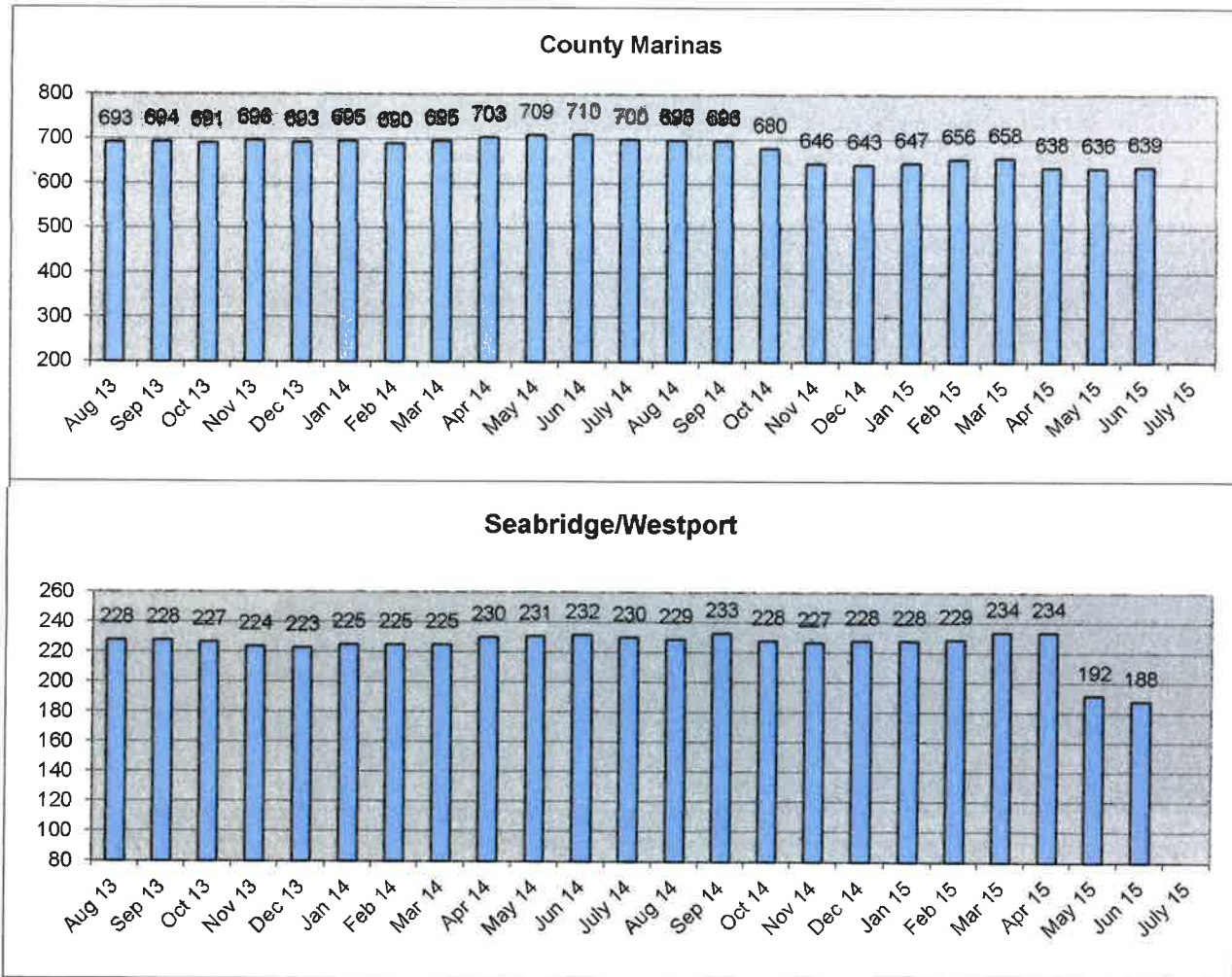
Table 7

				MANDALAY BAY																
		Westport Marina																		
		Vacancies	Vacancies	Vacancies	Vacancies	Vacancies	Vacancies	Vacancies	Vacancies	Vacancies	Vacancies	Vacancies	Vacancies	Vacancies	Vacancies	Vacancies	Vacancies	Vacancies	Vacancies	Vacancies
Slip Length	# of Slips	2013-Dec	2014-Jan	Feb	Mar	Apr	May	Jun	July	Aug	Sept	Oct	Nov	Dec	2015-Jan	Feb	Mar	Apr	May	Jun
20	9	5	5	5	6	6	6	6	6	4	4	4	4	4	5	5	5	4	3	3
24	2	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1
25	26	15	17	17	17	17	16	16	17	17	17	15	17	17	17	17	17	18	19	19
30	3	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2
34	6	4	4	4	4	4	4	4	5	5	5	5	5	5	4	4	4	4	4	4
35	2	1	1	1	1	1	1	1	1	2	2	2	2	2	2	2	2	2	2	2
38	2						1	1	1	2	2	2	2	2	2	2	2	2	2	2
40	3	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2
45	2	2	2	1	1	1		1	1	1	1	1	1	1	1	1	1	1	1	1
50	4	2	2	2	2	2	2	2	2	2	2	2	2	2	2	1	1	1	1	1
60	2																			
188	1												1	1	1	1	1	1	1	1
Total	62	34	36	35	36	36	35	36	38	38	38	36	39	39	39	38	38	38	38	38
		54.8%	58.1%	56.5%	58.1%	57.1%	56.5%	58.1%	61.3%	61.3%	60.3%	57.1%	61.9%	61.9%	61.9%	61.3%	61.3%	61.3%	61.3%	61.3%

Table 8

CHANNEL ISLANDS HARBOR

Marina Vacancy Report June 2015



Source: Ventura County Harbor Dept

Table 9



BOARD OF PORT COMMISSIONERS

Jim Friedman, Chairman
Everard Ashworth, Vice-Chairman
Bruce E. Smith, Commissioner
Gregory Carson, Commissioner
Nikos Valance, Commissioner
Oscar Peña, General Manager

September 14, 2015

Robert Peterson, President
Allied Power Products, Inc.
6590 SW Fallbrook Place
Beaverton, OR 97008

RE: Ventura Port District Derrick Crane Installation

Dear Mr. Peterson,

I am writing to you in order to assure that you as the owner and President of Allied Power Products, Inc. is personally aware of the totally unacceptable and inept performance of your company in providing a one ton derrick crane for the Ventura Port District.

Let me first briefly provide you with the background of this sad situation. In the spring of 2013, the Port District was in need of acquiring a one ton derrick crane to replace the old one ton stiff leg crane. We were aware that such a crane had been in operation in Santa Barbara Harbor for over 20 years. We acquired the drawings prepared by General Hoist Corporation for that crane and since that Corporation was no longer in business, we provided the drawings to CERTEX, Allied's distributor in the Ventura Area and indicated that was the crane the Port District wanted. In late 2013, the District retained Allied through CERTEX to prepare engineering drawings specifying Allied equipment for the crane we desired. The drawings were completed by Allied and in the fall of 2014, the District sought complete bids based upon those drawings. On January 14, 2015, the District awarded a contract to Cushman Contracting Corporation, which called for Allied to fabricate the one tone derrick crane. On February 3, 2015, Cushman placed the order for the crane with CERTEX for the Allied derrick crane with a specified delivery date of May 31, 2015.

On July 3, 2015, the crane was finally delivered and Cushman proceeded to install it. However, before the installation could be completed it was noted that corrosion was appearing in numerous locations on the steel structure. It was quickly determined that Allied had failed to apply the protective coating specified for our marine environment. A one month delay ensued while Allied determined how it was going to correct the coating problem. Ultimately, Cushman was required to disassemble the crane and send it to Ventura Harbor Boatyard to be properly coated.

On August 20, 2015, Cushman reinstalled the crane and during the first load test the bearing housing at the top of the main mast failed. Under the supervision of your engineer, additional attempts to complete the installation were made on August 31, 2015 and September 19, 2015. The result again has been failure.

Ventura Port District

1603 Anchors Way Drive, Ventura, CA 93001-4229
805/642-8538 • FAX 805/658-2249
www.venturaharbor.com



- This is inexcusable. Derrick cranes are not complex structures. Allied Power Products designed, fabricated and supervised the installation of this crane. The competency of your firm is clearly in doubt. I am utterly dismayed that a firm that provided equipment for our country's Mars Rover is unable to provide a functional derrick crane for the Ventura Port District. The District and the users of our facilities are being damaged by Allied's failure to provide such a crane in a timely fashion.

It is requested that you immediately advise the Ventura Port District of the steps Allied Power Products, Inc. intends to make to remedy this situation. I can be reached at (805) 890-8505 should you wish to discuss this matter further.

Yours Truly,



Richard Parsons
Project Manager

Cc: Les Cushman, Cushman Contracting
Brad Iddings, CERTEX



BOARD OF PORT COMMISSIONERS

Jim Friedman, Chairman
Everard Ashworth, Vice-Chairman
Bruce E. Smith, Commissioner
Gregory Carson, Commissioner
Nikos Valance, Commissioner
Oscar Peña, General Manager

September 15, 2015

Becky Ota
Department of Fish and Wildlife
Marine Region
350 Harbor Blvd.
Belmont, CA 94002

RE: Ventura Harbor Eelgrass Determination

Dear Mrs. Ota,

The Ventura Port District (VPD) has reviewed the California Department of Fish and Wildlife (CDFW or Department) letter, dated August 27, 2015, in reference to the Draft Mitigated Negative Declaration for the Ventura Harbor Marina and Yacht Yard Expansion Project, submitted on August 6, 2015. While we intend to make the necessary updates to the draft CEQA document for CDFW concurrence, we did feel it was important to go on record and formally disagree with the Department's determination that Ventura Harbor may have up to an acre of eelgrass. A thorough review of historically available data for Ventura Harbor, including regional survey data and numerous pre-dredge and planning surveys over a period of ten years indicates that eelgrass has never been positively identified within Ventura Harbor.

Our internal review has determined that data suggesting there is an acre of eelgrass within Ventura Harbor can be traced back further than the referenced *Recommendations for Regional Eelgrass Monitoring* (Bernstein et al 2010) cited in the Department letter. We believe it stems from the *Caulerpa Control Surveillance Program Final Report* prepared for the steering committee of the Southern California Caulerpa Action Team (M&A 2008), which presents inconsistent results in regards to eelgrass presence/absence within Ventura Harbor. In short, acoustic surveys conducted without visual verification suggested small areas of the harbor had potential for eelgrass. Diver surveys conducted a year later did not identify eelgrass anywhere within the same survey areas. Without ground-truthing (i.e., visual verification) via remote camera and/or divers, it is impossible to say conclusively that acoustic data collected during the non-regulatory surveys was or was not eelgrass. In addition, both the Southern California Eelgrass Management Plan (SEMP) and the newly adopted California Eelgrass Management Plan (CEMP) consider ground-truthing a constituent of a valid eelgrass survey. Therefore, the acoustic survey(s) conducted as part of the *Caulerpa* Surveillance program should not be considered valid for the Department's determination purposes.

It is the VPD's concern that over estimating the potential for eelgrass presence in Ventura Harbor may later lead to increased environmental requirements from agencies during permitting and project implementation, potentially adding unnecessary environmental related project expenses for the VPD and our tenants. The VPD understands the Department's function as a "Trustee" in the CEQA process,

Ventura Port District

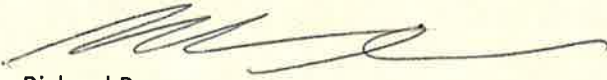
1603 Anchors Way Drive, Ventura, CA 93001-4229
805/642-8538 • FAX 805/658-2249
www.vpduraharbor.com



and appreciates the Department's role in preserving California's precious marine resources. However, we do feel it is important to go on record as objecting to the Department's determination that there may be as much as one acre of eelgrass present within Ventura Harbor. There is simply no evidence to support such a determination.

If you have any questions, please feel free to contact me at (805) 890-8505.

Sincerely,



Richard Parsons
Dredging Program Manager

Cc: Dr. Craig Shuman, Regional Manager
Department of Fish and Wildlife
Craig.Shuman@wildlife.ca.gov

William Paznokas, Senior Environmental Scientist, Supervisor
Department of Fish and Wildlife
William.Paznokas@Wildlife.ca.gov

Loni Adams, Environmental Scientist
Department of Fish and Wildlife
Loni.Adams@Wildlife.ca.gov

Bryant Chesney
National Marine Fisheries Service
501 West Ocean Blvd., Suite 4200
Long Beach, CA 90802-4213

Mr. Chris Dellith
Fish and Wildlife Biologist
U.S. Fish and Wildlife Service
2493 Portola Road, Suite B
Ventura, CA 93003

Jonna Engle
California Coastal Commission
200 Oceangate, 10th Floor
89 South California Street, Suite 200
Ventura, CA 93001

Antal Szijj
U.S. Army Corps of Engineers
Regulatory Branch, Ventura Field Office
2151 Alessandro Drive, Suite 110
Ventura, CA 93001



To: Ventura Port District
From: Carpi Clay
Re: Federal Issues Report August 2015
Date: September 23, 2015

Carpi Clay Activities

Here follows an overview of federal activity of interest to the Ventura Port District.

Congress Returns to a Full Fall Agenda

Members of Congress returned to Washington on September 8 after a five-week recess for the House and a four-week break for the Senate. Upon their return, they have 12 working days until the end of the fiscal year on September 30 to deal with pending appropriations for FY 2016. Among other pressing issues this Congress must deal with is a motion to extend the national debt limit, which will be needed by mid-December, if not earlier.

The expectation is that Congress will bypass the appropriations process for now and pass a Continuing Resolution (CR) to keep the government open on October 1. A desire by many Members of Congress to defund Planned Parenthood threatens to complicate the already contentious negotiations on the CR, and threats of a government shutdown are looming. It is also unknown precisely how long a continuing resolution would last, although a date in December is probable. Depending upon success in agreeing to a Continuing Resolution, Congress is likely to try and pass an omnibus appropriations bill before the end of the year.

The requirements of the Port District for harbor maintenance are tied to the CR schedule. However, there is funding for operation and maintenance dredging in the President's bill and in the pending House and Senate versions of appropriations legislation which typically act as a guideline for Corps spending. To that end, Carpi Clay will work closely with the Corps to ensure that the maximum allowable FY 2016 funds are made available for operation and maintenance dredging at Ventura in a short or long-term CR environment.

Civil Works Operation and Maintenance Funding

As previously noted, the President's Annual Budget for FY 2016 provides **\$4,830,000** to enable operation and maintenance dredging of the Harbor. The Port District would like to see an additional **\$3,000,000** for this purpose, secured through Congressionally-appropriated Civil Works work plan funds. However, in a CR environment, this request will be deferred until passage of a final bill. As also reported, the Port District has formally requested that the Corps and the Administration include the full Ventura

requirements for operation and maintenance dredging in the President's annual budget for Fiscal Year 2017 (released in February of each year) to avoid a continuing necessity of involving the Congress in assigning additional work plans funds.

Corps of Engineers, Los Angeles District – District Commander Kirk Gibbs has taken charge of the Los Angeles District, and the Ventura Harbor District has issued a formal request to the Colonel to be briefed on its federal requirements.

Federal Court Halts “Waters of the U.S.” Rule in Parts of the Nation

A federal district court judge in North Dakota granted a preliminary injunction against the August 28 implementation of the new “Waters of the United States” rule under the Clean Water Act. The Court maintains that the ruling blocks the enforcement of the rule only in the 13 states party to the suit in North Dakota, which excludes California.

VENTURA PORT DISTRICT
DEPARTMENTAL STAFF REPORT

Meeting Date: September 23, 2015

TO: Board of Port Commissioners
FROM: Joe A. Gonzalez, Facilities Manager
SUBJECT: September 2015 Facilities Report

I. Maintenance

- 1) Harbor Cove Beach south side exterior shower water line was repaired.
- 2) The water line supplying the toilet in restroom #6 at Harbor Cove Beach was replaced.
- 3) Three exterior light fixture bulbs were replaced at Ventura Harbor Village 1575 building.
- 4) Water heater in building 1583 supplying public restrooms was replaced.
- 5) Worked closely with the City of Ventura's Water Department to make sure the District is being charged correctly on water meter usage.
- 6) Working closely with the Department of Industrial Relations Division of Occupational Safety and Health Elevator Unit, on the yearly survey on several District elevators that are due for yearly inspections.
- 7) Assisted Cushman Contracting with the electrical key card installation on Crane #2.
- 8) Minor tenant improvements were performed in 1575 Suite 204C, 201 and 1583 Suite 212.
- 9) One of the north side parking light fixtures on parking lot 19A was removed due to massive corrosion on the fixture fastening base. All other light fixtures passed inspection.
- 10) Graffiti was removed from several areas throughout the Harbor Cove parking lot brick walls, interior walls inside the public restrooms and from the west side brick wall at 19A parking lot.

II. Landscaping

- 1) Removed two deceased pine trees located on the south side of the entrance of the harbor.
- 2) Inspected all District irrigation sprinklers and drip lines to make sure there is no water waste.
- 3) Re-painted several sprinkler heads with purple special paint to identify the reclaimed water landscaping irrigation system.

III. Marina

- 1) Performed the three monthly gangway inspections.
- 2) Hose bib was replaced at Fish Pier due to vandalism.
- 3) G-Dock's gangway trash enclosure's door was repaired.
- 4) Approximately eight dock pedestal light fixture bulbs at Ventura Harbor Marina were replaced.
- 5) Inspected all piling guards and piling rollers for any wear and tear.
- 6) Several fascia boards were replaced throughout the Ventura Harbor Marina docks.
- 7) Several "Private Dock" signs were installed on Ventura Harbor Marina docks.
- 8) Pedestals #19 & 21 on G-dock had electrical issues and were corrected.
- 9) E-Dock cleat on slip #14 was replaced.
- 10) Minor tenant improvements were performed in Building 1583 Suite 212.

IV. Marketing

- 1) Assisted the Marketing Department by setting up tables, banners, reserving parking stalls, as required for successful events.

V. Construction Projects

- 1) 1691 Elevator Modernization
 - a) Contract will be presented to Board for approval

VENTURA PORT DISTRICT

DEPARTMENTAL STAFF REPORT

Meeting Date: September 23, 2015

TO: Board of Port Commissioners
FROM: John Higgins, Harbormaster
SUBJECT: August/September Harbormaster Report

I. Extended Summer

The summer has ended and we experienced a high level of visitors both on land and water. The Harbor Patrol Officers worked very efficiently with allied agencies and responded effectively to calls for service and rescues. Our investment in equipment and staff has allowed us to continue to meet the needs of the public. I hope to recognize some of the staff for more notable rescues in a future Port District Meeting.

II. Lifeguard Contract

The Lifeguard Contract officially ended this past Labor Day, but due to our strong working relationship, the coverage was extended through the end of September at the same contract amount. As previously reported, this summer provided the best weather we have experienced in years. The growing popularity of the South Beach and Harbor Cove exceeded our expectations. I have begun requesting the statistics of the rescues, coverage times, as well as, future meetings with State Parks staff to discuss the program. At this point I can attest to the value of the services provided to the District by State Parks. I am also evaluating possible revenue generating opportunities to help fund future services.

III. Ventura Harbor Ordinances

District staff is currently reviewing Ordinance 44 to consider any necessary updates. This review process will include meeting with other ports and harbors and meeting with the Board at its regular public meetings.

IV. Meeting With Ventura City Police Department Chief & Commanders

As the new Harbormaster, I reached out to the City Police Department and was invited to one of their Command Staff Meetings. During the meeting, we discussed ways to enhance communications and training for both agencies. The Police Chief assigned one of his commanders to be our direct liaison moving forward. This direct contact will be a critical link to ensuring the lines of communications remain strong. The Harbor Patrol looks forward to enhancing our relationship with the Police Department and their staff.

V. Grant Submissions/Donations/Government Surplus

One of my interests as the Harbormaster is to apply for more types of grants, explore public donations, and take advantage of government surplus opportunities. Over the last few months we have submitted applications for two state Boating and Waterways grants, and one local Homeland Security Grant administered through the Sheriff's Office of Emergency Services. In addition to the grant submissions I met with the Ventura County Sheriff's Government Surplus Screeners. I was introduced to two programs that will open up opportunities to obtain Government Surplus items for the benefit of the Port District and the local community.

VI. Preparations for El Nino

The Harbor Patrol is doing a full assessment of our capabilities and limitations as we are beginning to prepare for a wet El Niño winter. A wet El Niño will present a number of challenges to the Harbor Patrol on land and on the water. Our harbor's location between

two rivers and a number of outflows will cause numerous hazards to our vessels during active flows and possibly limit our ability to respond efficiently to rescues. We met with local Fire Departments and Lifeguards to discuss the topic and identify each agencies capability. Utilizing this information we plan to do some public outreach to the boaters to help them better prepare for this predicted weather event in the coming months.

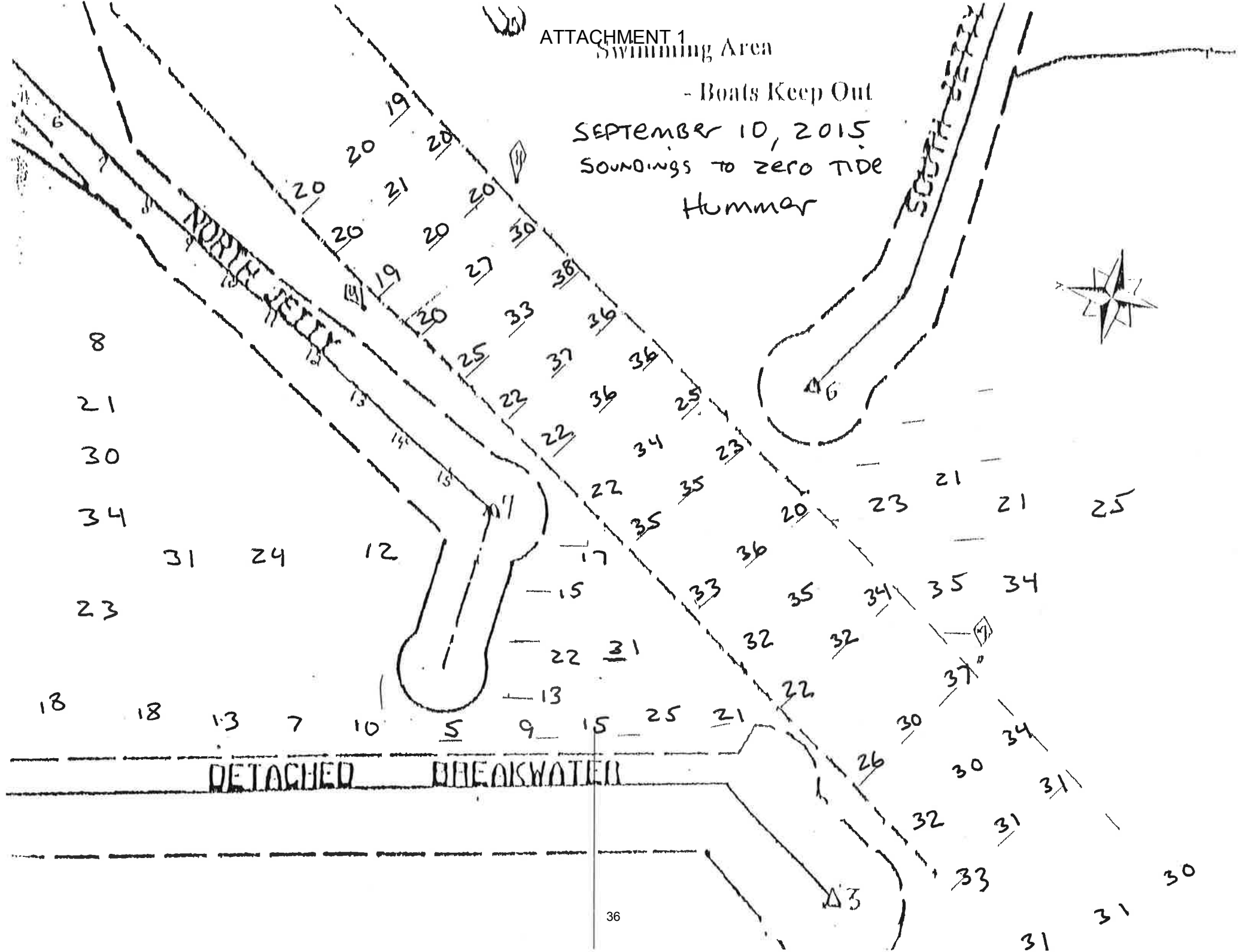
Attachments

Attachment 1 – September 2015 Soundings

ATTACHMENT 1
Swimming Area

- Boats Keep Out

SEPTEMBER 10, 2015
SOUNDINGS TO ZERO TIDE
Hummar



VENTURA PORT DISTRICT

DEPARTMENTAL STAFF REPORT

Meeting Date: September 23, 2015

TO: Board of Port Commissioners
FROM: Frank Locklear, Marina Manager
SUBJECT: Marina Staff Report

I. Fish Pier Jib Crane

The one ton fish pier derrick crane has suffered three failures during installation and testing due to an apparent design flaw. The crane has not been paid for and legal counsel will provide us with guidance on how to proceed. The original #1 fish crane is operational and remains in use on the fish pier.

II. Market Squid Offloading

In August, two companies, Ventura Packers and DeLuca Seafoods (formally State Fish Seafoods) engaged in squid offloading activities in Ventura Harbor. Del Mar Seafoods limited their offloading activities in Ventura Harbor during August, but resumed squid offloading activity in Ventura on Monday, September 14th.

Total squid offloading activity on Monday, September 14th exceeded 800 tons. We consider this day to be the true operational start of the squid offloading season for Ventura Harbor.

III. Ventura Harbor Village Marina Occupancy

August slip occupancy was 90%. The July accident regarding the collision of the Fishing Vessel FERRIGNO BOY with A-Dock has induced stress in regards to our ability to accommodate the fleet. Slips A-1 and A-2 although largely intact, are essentially islands in regards to the loss of power and water hookups dockside. Slip A-3 was totally destroyed. All three A-Dock slips accommodated large squid fishing vessels. Transient seine squid vessels are arriving in the harbor in greater numbers that we can accommodate in our existing slips. Some transient vessels will be required to seek temporary moorage at other locations within Ventura Harbor and at Channel Islands Harbor.

VENTURA PORT DISTRICT
DEPARTMENTAL STAFF REPORT

Meeting Date: September 23, 2015

TO: Board of Port Commissioners
FROM: Jennifer Talt Lundin, Marketing Manager
SUBJECT: August/September 2015 Marketing Report

Working cooperatively with our tenants this summer has resulted in higher sales overall, with enhanced visibility through marketing, social media, and entertainment. We are in the process of reformatting our monthly reports and look forward to sharing this with you next month.

I. Media Placement/Promotional Materials

- 1) 60,000 Circ. 805 Living Magazine: Dine Issue (July/August): Seafood /Events
- 2) 33,000 Circ. Ventana Magazine: Dine Issue (July) Fresh Seafood/Waterfront Dine
- 3) 43, 647 Circ. Ventura County Star: July 24 Issue: Sounds of Summer/ Summer Seaside
- 4) 15,000 Circ. Santa Clarita Signal: July 29 Issue: Sounds of Summer/ Summer Seaside
- 5) 33,000 Circ. VC Reporter: August 6 Issue: Summer Seaside/Harbor Co-op
- 6) 43, 647 Circ. Ventura County Star: August 14 Issue: Sounds of Summer
- 7) 15,000 Circ. Santa Clarita Signal: August 19 Issue: Sounds of Summer
- 8) 15,000 Circ. Santa Clarita Signal: September 2 Issue: Rock on the Dock/Dine/Art & Street
- 9) 11,000 Circ. Ventura Breeze: September 2 Issue: Rock on the Dock/Dine/ Art & Street
- 10) 33,000 Circ. VC Reporter: September 3 Issue: Rock on the Dock/Dine/Harbor Co-op
- 11) 67,111 Circ. Acorn- Camarillo & T.O: September 4 Issue: Rock on the Dock/Dine/ Art & Street
- 12) 43,647 Circ. Ventura County Star: September 11 Issue: Rock on Dock/Dine/ Art & Street
- 13) 15,000 Subscribers VC Reporter: September 16: Rock on the Dock Eblast
- 14) 33,000 Circ. VC Reporter: September 17 Issue: Rock on Dock/Congrats Harbor Tenants- Best of Issue
- 15) 43,647 Circ. Ventura County Star: September 18 Issue: Rock on Dock/Dine/New Coffee Dock
- 16) 150,000 Circ. Valley Scene Magazine: September 18 Issue: September Seaside
- 17) 50,000 Circ. Ventura County Star: Annual pub.(Sept.30): Living Here/ VenturaHarbor.com
- 18) 2,500 September Promotional Rack Cards distributed: Rock on the Dock/Dine/ Art & Street Painting Festival/Ventura Comedy Festival – Hotels / Harbor/Visitor Centers
- 19) Cumulus Media – 9/9-9/12 KBBY & 9/16-9/19 KHAY– Ran 60 sec. Harbor focus featuring Rock on Dock/Art & Street Painting Fest/ Ventura Comedy Festival. Reached 65,200 listeners

II. Web Site/ Social Content

- 1) Facebook: 11,660 followers (10% gain with 1,227 new in July/August)
 - a) Paid Boost in August: \$100 spent = 33,889 impressions/views Top 3 Posts to Note:
 - o Top 5 Ways to Cool Off at Ventura Harbor: 148 likes, 13 comments, 10 shares
 - o Rock on the Dock Kick Off: 457 likes, 60 comments, 95 shares
 - o Art & Street Painting Festival: 748 likes, 81 comments, 120 shares
 - b) Coastal Cone reported high referral from Ventura Harbor Facebook posts
- 2) Twitter: 2,923 total in Aug., gain of 84 followers, with 29,200 Tweet impressions per month
- 3) Instagram: 100 new followers / 5% engagement increase in shares/interaction
E-Newsletters: 6,500 subscribers
July/August E-Newsletters Open Rate: 15.3% (July 31), 18.5% (Aug.14)
September E-Newsletter Open Rate: 16.7% (Sept. 2)
- 4) VenturaHarborVillage.com: (July- Aug.) 30,339 Sessions/ 74,285 Page Views - Top Cities: LA, Ventura, Oxnard, Thousand Oaks, Santa Clarita, Camarillo : Top interests/clicks: Dine/Play/Events
- 5) VenturaHarbor.com: (July – Aug.) 17,463 Sessions/ 33,091 Page Views - Top Cities: LA, Ventura, Oxnard, Thousand Oaks, Santa Clarita, Camarillo Top interests/clicks: Dine/Attractions/Marina
- 6) Ventura Harbor Village Redesign Update: Inside pages being populated. 5-6 weeks live launch

III. On Site Event Rentals / Event Promotions

- 1) Rock on the Dock September Saturdays 3- 6 pm – Targeted for Dining and Shopping
- 2) Ventura Art & Street Painting Festival, September 12 & 13 – Over 90 artists on site 2 days
- 3) Coastal Clean Up Day, September 19 – Conjunction with Channel Islands NP
- 4) Ventura Comedy Festival, September 21 – 27- Harbor venues featured
- 5) Administered 25 on-site rentals (Blackbeards/Beach/Lawn/Camps) in Aug./Sept.

Upcoming on-site public October events – Marketing Dept. administers logistics & extra promo elements:

- a) Wonderful World of Kitsch Market, Oct. 3 (new)
- b) Making Strides Against Breast Cancer 5K Walk, Oct. 10
- c) Ponies by the Sea Car Show, Oct. 11
- d) Kinetic Sculpture Race, Oct. 17
- e) Ventura Motorsports Gathering, (Car Show) Oct. 19
- f) Seaside Spooktacular- Howl-O-Ween Dog Costume Contest/Safe Trick or Treat, Oct. 24(VPD)
Plus, Thrill the World- World Record (Oct. 24)

IV. Public Relations/Networking/Outreach

- 1) Hosted Ventura Visitor Center staff/volunteers: Frontline Tour of Harbor Village (June 18)
- 2) Hosted Leadership Ventura Tour (Chamber of Commerce Leadership Program) Oscar Pena spoke on economic impact of Harbor, marketing developed itinerary and led tour (Aug. 26)
- 3) 150th City of Ventura Anniversary Committee: Sept. 9 Sponsorship opportunities to review. Harbor participating with Parade of Lights, 150 Bucket List Items To Do: Ventura Harbor/CINP, proposing new Harbor history installed April 2015, secured 150th banners along Harbor Blvd
- 4) Creative Strategies Tenant Meeting: Sept. 17 / Included follow-up with tenants on concepts
- 5) Cross Promotional Discussion with tenants: Sept. 22 / Also met separately with Village art galleries
- 6) Creating an open invitation for Plein Air artists to paint along promenade weekdays
- 7) Attended Aug. Central Coast Board meeting discussed regional collaborative promotions
- 8) Downtown–Harbor Trolley: Proposing tie in to 150th Anniversary working with Downtown Ventura
- 9) Trolley ridership to Ventura Harbor Village for July & August 1,432 riders
- 10) Commissioner Valance press release- local media outlets (Whisenhunt Communications) Coverage: San Buenaventura Post, Ventura Chamber of Commerce
- 11) Harbor Views newsletter outline (Winter/Spring) (Whisenhunt Communications)
- 12) Hosted Jill Weilein Aug. 16 of Park La Brea News-Beverly Press Newspaper/DineandTravelblog/IndependentTraveler.com: (Somerville Associates) Published Calendar Aug. 8/ Blog Aug. 26
- 13) Ventura Comedy Festival press release sent to 1,700 media outlets (Somerville Associates)
- 14) Partnering with Ventura Visitors Bureau to host Family Fun itinerary for Visit California UK Super FAM (via Central Coast Tourism) Sept. 25 Airline travel trade promoting California as destination. UK is one of the top visiting international markets to the Central Coast. Marketing developed complete itinerary
- 15) Rock on the Dock Press Release to 1,700 media outlets (Somerville Associates) Article Coverage: Ventura County Star, Santa Clarita Signal Total Circ: 58,647
- 16) Hosted journalists on Aug. 13: Stefan Slater, Pasadena Magazine, Parimal Rohit, The Log Newspaper, Karen Paraza, Santa Clarita Signal on ½ day press visit. Marketing developed itinerary/tour (Somerville Associates) Follow up on article & photo requests for publication
- 17) Hosted journalist Michael Sullivan, VC Reporter, on Aug. 13: Coverage: Article on stand up paddle boarding ran on Aug. 17 in Best of Issue as a Stand Out (Somerville Associates) Circ. 33,000
- 18) ParentClick Article on Channel Islands Visit, Whale Watching, Harbor Village, Activities with Kids in Harbor– September Issue: 20,078 (monthly views)
- 19) Provided Sheryl Crabtree with National Parks of The West Guide the complete media kit and images including new restaurants (Somerville Associates)
- 20) Public relations end of year report July 2014 – June 2015: Total Editorial Placements: 354 with a Circulation/Unique Visitors Per Month: 185,238,067 (Somerville Associates)
- 21) Request to Harbor tenants for 2016 Calendar of Events /Calendar Development

VENTURA PORT DISTRICT
DEPARTMENTAL STAFF REPORT

Meeting Date: September 23, 2015

TO: Board of Port Commissioners
FROM: Robin Baer, Property Manager
SUBJECT: September 2015 Property Report

I. Tenant Improvements Underway

- 1) Wild Local Seafood Co. - 1559 Spinnaker Drive, #105 – This project is underway and in construction phase. They have already received the first plumbing inspection and approved. The next phase is framing and electrical sections. Everything is moving along smoothly and estimated opening date is December 2015.
- 2) The 805 Bar & Grilled Cheese and Copa Cubana - 1575 Spinnaker Drive, #102 - This project is underway and in construction phase. No inspections have been performed as of yet. Estimated opening date is November 2015.

II. Lease Negotiations In Progress

- 1) Milano's Italian Restaurant – A new lease has been approved and signed. Landlord has approved new bar redesign drawings and the Tenant is working with an architect to prepare plans to submit to the City of Ventura. This new location of the bar will allow for 'happy hour' activities and increase revenues. We estimate construction start date in Winter 2015 and complete by end of year.
- 2) The Greek at the Harbor Restaurant – A new lease has been approved and signed. The tenant is finalizing awning recover details with vendor. We are also working on a new redesign of existing bar area to open up out to the patio area. Once we have drawings submitted to the City, we will have a better date of completion.

III. Special Projects

- 1) Trash Enclosure - With the new addition of Wild Local Seafood and Wine Bistro in the Village, we are required to build a new "To Code" trash enclosure as per the City of Ventura Environmental Services Department. We are relocating the current trash enclosure from its current location (in-between Maintenance yard and Wild Local Seafood and Wine Bistro) to a new location within the parking lot. We have new drawings submitted to the City, waiting for approval. Once we receive City approval we will obtain contractor bids and start construction.
- 2) Leasing for Restaurant, Retail and Office spaces – As reported by Brian Pendleton, Business Operations Manager, at the September 9th Board meeting, staff is enhancing our existing leasing strategy for Harbor Village.

IV. Occupancy level at Harbor Village

91% Occupied; total vacancy 7.5%
Vacancy includes month-to-month art galleries
Offices 0 square feet
Retail 4,734 square feet*
Restaurant 1,537 square feet

**2,720 square feet of the 4,734 square feet of retail "vacancy", is occupied by month-to-month art galleries.*

V. June and July Sales Report

The attached summaries provide sales for three categories: restaurants, retail and charters. The reports compare the monthly sales for 2015 and 2014. They also include year-to-date comparisons.

The year-to-date sales for June 2015 were up 7.10% from the same time last year. The year-to-date sales in July 2015 were up approximately 6%. We attribute this to all the opportunities related to dive boat charters, Island Packers charters to the Islands, water sport rentals and charters within the harbor.

Attachments

Attachment 1 – June Tenant Sales

Attachment 2 – July Tenant Sales

ATTACHMENT 1

Ventura Harbor Village Tenant Sales Summary

Month of
June-2015

	<u>June-2015</u>	<u>June-2014</u>	<u>% Change</u>
Restaurants	\$ 1,408,174	\$ 1,341,076	5.00%
Retail	\$ 332,908	\$ 316,319	5.24%
Charters	\$ 591,861	\$ 560,503	5.19%
Total	\$ 2,332,943	\$ 2,217,898	5.19%

Year-to-date through June 2015

	<u>June-2015</u>	<u>June-2014</u>	<u>% Change</u>
Restaurants	\$ 7,102,956	\$ 6,762,789	5.03%
Retail	\$ 1,443,642	\$ 1,332,144	8.37%
Charters	\$ 2,620,833	\$ 2,332,240	12.37%
Total	\$ 11,167,431	\$ 10,427,173	7.10%

ATTACHMENT 2

Ventura Harbor Village Tenant Sales Summary

Month of
July-2015

	<u>July-2015</u>	<u>July-2014</u>	<u>% Change</u>
Restaurants	\$ 1,641,950	\$ 1,612,797	1.81%
Retail	\$ 387,533	\$ 385,683	0.48%
Charters	\$ 780,914	\$ 751,512	3.91%
Total	\$ 2,810,397	\$ 2,749,992	2.20%

Year-to-date through July 2015

	<u>July-2015</u>	<u>July-2014</u>	<u>% Change</u>
Restaurants	\$ 8,728,166	\$ 8,375,585	4.21%
Retail	\$ 1,831,177	\$ 1,717,826	6.60%
Charters	\$ 3,401,757	\$ 3,083,750	10.31%
Total	\$ 13,961,100	\$ 13,177,161	5.95%

VENTURA PORT DISTRICT
DEPARTMENTAL STAFF REPORT

Meeting Date: September 23, 2015

TO: Board of Port Commissioners
CC: Oscar Peña, General Manager
FROM: Gloria Adkins, Accounting Manager
SUBJECT: Quarterly Treasurers Report

Discussion:

As of June 30, 2015, the District held cash and investments with a market value of \$10,938,384. Funds held in investments represent those not needed for general operating activities.

Local Agency Investment Fund (LAIF) holds 85% of the June 30, 2015 fund balance:

Enterprise (Operating) Fund	\$ 1,860,209
Dredging Reserve Fund	3,020,979
Capital Improvement Fund	4,349,714
Capital Improvement –Fisheries Fund	<u>25,024</u>
Total Funds	\$9,255,926

The District has \$1,500,241 invested in a stable money market and the Federal National Mortgage Association through Stifel Nicolaus. These funds had a net portfolio yield of 0.90%. There has been no activity change in this investment during this quarter.

The Investment Portfolio Report for June 30, 2015 attached herewith includes all of the District's Funds.

Submitted by: _____


Gloria Adkins
Accounting Manager

Date: August 31, 2015

ATTACHMENTS:

Attachment 1 – Investment Portfolio Report for June 30, 2015
Attachment 2 - :LAIF Performance Report Quarter Ending June 30, 2015

ATTACHMENT 1

Ventura Port District Investment Portfolio Report 6/30/2015

<u>Security Type</u>	<u>Issuer</u>	<u>CUSIP Number</u>	<u>Maturity Date</u>	<u>Interest Rate</u>	<u>Par Value</u>	<u>Book Value</u>	<u>Percent of Portfolio</u>	<u>Market Value</u>	<u>Market Value Source</u>
<u>Cash Investments</u>									
State Pool (LAIF)	LAIF-State Treasury		On Demand	0.28%	9,255,926	9,255,926	85%	9,259,406	LAIF
Total Cash Investments LAIF						\$ 9,255,926	85%	\$ 9,259,406	
<u>Cash Investments Stifel Nicolaus</u>									
Federal National Mortgage Association		3136G0Z61	11/14/2017	0.90%	1,500,000	1,500,000	14%	1,493,490	Stifel Nicolaus
Stifel Bank & Trust Money Market Funds		Stifel Nicolaus net portfolio yield		0.03%	6,751	6,751	0%	6,751	Stifel Nicolaus
Total Investments Stifel Nicolaus						\$ 1,506,751	14%	\$ 1,500,241	
<u>Cash Deposits</u>									
Demand Deposits-									
Main checking	Wells Fargo		On Demand	N/A	N/A	160,805	1%	160,805	Wells Fargo
Petty Cash	Ventura Port District		On Demand	N/A	N/A	1,324	0.01%	1,324	Ventura Port District
Total Cash Deposits						\$ 162,129	1%	\$ 162,129	
<u>Cash in County Treasurer's Pooled Investment Program</u>									
County Treasurer's Pool	Ventura County Treasury		On Demand	0.28%	16,609	16,609	0.15%	16,609	Ventura County Treasury
Total Cash in County Treasury						\$ 16,609	0.15%	\$ 16,609	
TOTAL ALL FUNDS						\$ 10,941,414	100%	\$ 10,938,384	

Notes:

I certify that this report accurately reflects all of the District's investments, and is in conformance with the adopted District Investment Policy. Furthermore, I certify to the best of my knowledge, sufficient investment liquidity and anticipated revenues are available to the meet the District's budgeted expenditure requirements for the next six months.

8/31/2015

Submitted by: *Alana Odkin*



**JOHN CHIANG
TREASURER
STATE OF CALIFORNIA**



PMIA Performance Report

Date	Daily Yield*	Quarter to Date Yield	Average Maturity (in days)
07/02/15	0.32	0.32	245
07/03/15	0.32	0.32	244
07/04/15	0.32	0.32	244
07/05/15	0.32	0.32	244
07/06/15	0.32	0.32	243
07/07/15	0.32	0.32	240
07/08/15	0.32	0.32	239
07/09/15	0.32	0.32	238
07/10/15	0.32	0.32	239
07/11/15	0.32	0.32	239
07/12/15	0.32	0.32	239
07/13/15	0.32	0.32	238
07/14/15	0.32	0.32	237
07/15/15	0.32	0.32	238

*Daily yield does not reflect capital gains or losses

LAIF Performance Report

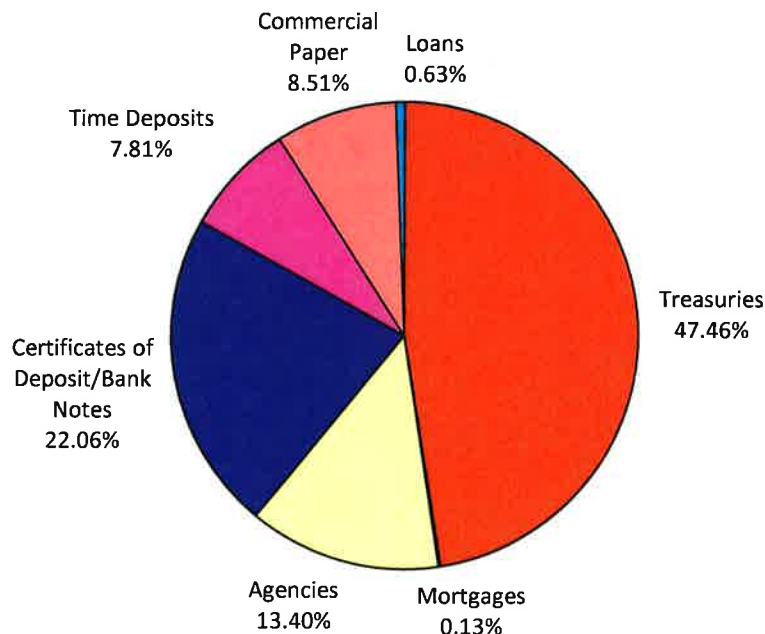
Quarter Ending 06/30/15

Apportionment Rate: 0.28%
 Earnings Ratio: 0.00000776875573384
 Fair Value Factor: 1.000375979
 Daily: 0.31%
 Quarter to Date: 0.29%
 Average Life: 239

**PMIA Average Monthly
Effective Yields**

JUN 2015 0.299%
 MAY 2015 0.290%
 APR 2015 0.283%

**Pooled Money Investment Account
Portfolio Composition
\$69.6 billion
6/30/15**



SEPTEMBER 23, 2015

BOARD OF PORT COMMISSIONERS

CONSENT AGENDA ITEM A

**APPROVAL OF FINANCIAL STATEMENTS AND CHECKS
FOR THE MONTH OF JUNE 2015**

**VENTURA PORT DISTRICT
BOARD COMMUNICATION**

CONSENT AGENDA ITEM A
Meeting Date: September 23, 2015

TO: Board of Port Commissioners
FROM: Gloria Adkins, Accounting Manager
SUBJECT: Approval of Financial Statements and Checks

RECOMMENDATION:

That the Board of Port Commissioners adopt Resolution No. 3285 to:

- a) Accept the following financial statements: June 2015 (pending audit); and
- b) Review the payroll and regular checks for June 2015

DISCUSSION:

Attached for the Board's review are the financial statements for the fiscal year ending on June 30, 2015 and the regular accounts payable checks for the month of June 2015. Supplementary Notes ("Notes") to the June 2015 financial statements are located directly behind the Statement of Income and Expense for June. The Notes reflect the budget-to-actual variances for the year. Some of the explanations have not changed from the previous periods.

In summary, the statement of income and expenses reflect a change in net position for the year ending 6/30/2015 of \$80,997. The total income for the year came in slightly higher than budgeted at \$8,280,904 (1%) and the expenditures came in about 8% under budget at 8,199,907.

Disbursements

The accounts payable check register for June 2015 is located after all the financial statement documents as Attachment 3. Each check on the register includes a brief description of its purpose. Directly behind the check register, you will find details of the charges made through the District's Chase Bank credit cards for June 2015 as Attachment 4.

I have explained some of the major accounts payable check expenditures below. (Regular payments such as monthly service contracts, utilities, legal services, etc. are not shown below as they are recurring each month.):

June 2015 -

- Virtual Pacific Networks was paid \$6,800 for IT services - \$2,000 monthly service contract, \$3,000 for fiber optic buildout and installation in Village buildings and \$1,800 to install three cameras and design, engineer, and set up the corresponding software.
- California JPIA was paid \$611,542 for the annual General Liability and Workers Compensation insurance premiums for FY15-16 and the additional premiums due for FY14-15 that are determined when JPIA calculates their annual retro-deposit analysis based on current and historical open claims.
- Cushman Contracting Corp was paid \$18,095 for the final contract retainer on the launch ramp replacement projection completed in June 2014.
- RRM Design Group was paid \$6,246 for services pertaining to the Village accessibility planning assistance.

General Disbursements

The bi-annual debt service payments totaling \$765,960 for the 1998 and 1999 COP Refundings were paid in July as scheduled.

Payroll Disbursements

The District has 26 bi-weekly pay periods per year; ten months of the year will have two regular payroll periods and two months will have three regular pay periods. The payroll of \$146,268 for June 2015 includes two regular pay periods and the quarterly payoff of accrued compensation hours that employees have accumulated during the quarter.

ATTACHMENTS:

Attachment 1 – Resolution No. 3285

Attachment 2 – Statement of Income Expenses – Period Ended June 30, 2015

Attachment 3 – Accounts Payable Check Register for June 2015

Attachment 4 – Chase Credit Card Charges June 2015



RESOLUTION NO. 3285

**RESOLUTION OF THE BOARD OF PORT COMMISSIONERS OF THE
VENTURA PORT DISTRICT CONSENTING TO THE ACCEPTANCE OF THE
FINANCIAL STATEMENT AND APPROVAL OF CHECKS**

BE IT RESOLVED by the Board of Port Commissioners of the Ventura Port District, that:

- A. The Financial Statements for June 2015 (pending audit);
- B. The following Checks are hereby reviewed:
 - 1) Payroll Checks #8923-8954 and direct deposits inclusive in the amount of \$146,268 for June 2015 salaries.
 - 2) Regular Checks #42124-42278 in the amount of \$837,116 for June 2015 expenditures.

PASSED, APPROVED, AND ADOPTED at a Regular Meeting of the Board of Port Commissioners of the Ventura Port District held on September 23, 2015, Resolution No. 3285 was adopted by the following vote:

AYES:
NOES:
Abstain:
Absent:

Attest:

Chairman

Secretary

(Seal)



ATTACHMENT 2

Ventura Port District Statement of Income and Expenses For the Period Ended June 30, 2015

	<----- Current period ----->			<----- Year-to-Date ----->		
	Budget	Activity	Favorable (Unfavorable)	Budget	Activity	Favorable (Unfavorable)
OPERATING REVENUES						
Parcel Lease Income	\$ 225,000	\$ 222,743	\$ (2,257)	\$ 3,050,000	\$ 2,993,248	\$ (56,752)
Dry Storage Income	6,700	7,292	592	80,000	83,787	3,787
Fisherman's Storage	5,800	5,762	(38)	70,000	69,453	(547)
Parking Income	4,250	6,071	1,821	55,000	62,895	7,895
Miscellaneous Income/Rentals	4,495	6,163	1,668	84,000	77,186	(6,814)
Village Income						
Harbor Village Lease Income	183,250	201,853	18,603	2,205,000	2,281,190	76,190
Commercial Fishing	8,900	(4,163)	(13,063)	220,000	236,382	16,382
Miscellaneous Income	500	986	486	6,000	5,370	(630)
Harbor Event Fees	3,000	5,187	2,187	33,000	43,754	10,754
Marketing Booth/Vendor Income	800	133	(667)	9,500	11,800	2,300
Co-Op Advert/Sponsorship	750	0	(750)	16,500	17,225	725
Merchants Promo Fund	5,980	6,920	940	80,000	85,878	5,878
Slip Rentals	71,400	71,590	190	850,000	855,686	5,686
Dock Electrical Income	2,000	3,087	1,087	26,000	32,573	6,573
C A M Income	20,000	21,104	1,104	270,000	273,628	3,628
Total Oper. Revenues	\$ 542,825	\$ 554,728	\$ 11,903	\$ 7,055,000	\$ 7,130,055	\$ 75,055
OPERATING EXPENSES						
Personnel Expenses						
Salaries & Wages						
Regular Salaries	\$ 159,385	\$ 182,398	\$ (23,013)	\$ 2,035,000	\$ 2,029,162	\$ 5,838
Part-time Help	7,270	4,531	2,739	87,000	61,432	25,568
Overtime Pay	12,225	10,229	1,996	56,000	44,999	11,001
Holiday Pay	8,125	2,805	5,320	33,000	28,566	4,434
Total Salaries & Wages	\$ 187,005	\$ 199,963	\$ (12,958)	\$ 2,211,000	\$ 2,164,159	\$ 46,841
Other personnel expenses						
Retirement Contributions	\$ 39,545	\$ 32,403	\$ 7,142	\$ 463,500	\$ 437,361	\$ 26,139
Payroll Taxes	3,695	3,612	83	42,500	35,378	7,122
Worker's Comp Ins.	34,305	34,843	(538)	315,000	313,803	1,197
OPEB Liability	6,430	6,059	371	77,050	77,047	3
Medical & Life Ins.	22,984	19,745	3,239	272,000	258,289	13,711
Optional Benefit Plan	19,390	15,487	3,903	196,000	191,102	4,898
Uniforms & Tool Allowances	5,300	9,987	(4,687)	46,500	39,595	6,905
Total - Other Personnel Expenses	\$ 131,649	\$ 122,136	\$ 9,513	\$ 1,412,550	\$ 1,352,575	\$ 59,975
Total Personnel Expenses	\$ 318,654	\$ 322,099	\$ (3,445)	\$ 3,623,550	\$ 3,516,734	\$ 106,816

Monthly Report
(Unaudited)

ATTACHMENT 2

Ventura Port District Statement of Income and Expenses For the Period Ended June 30, 2015

	<----- Current period ----->			<----- Year-to-Date ----->		
	Budget	Activity	Favorable (Unfavorable)	Budget	Activity	Favorable (Unfavorable)
General Expenses						
Advertising	\$ 1,000	\$ 3,601	\$ (2,601)	\$ 17,000	\$ 10,910	\$ 6,090
Auto Mileage & Allowance	1,250	769	481	15,000	12,013	2,987
Auto/Boat Equip & Maint	58,205	12,105	46,100	182,500	144,122	38,378
Bad Debt	0	0	0	36,000	24,375	11,625
Bank Fees & Other Misc	1,300	593	707	15,500	10,226	5,274
Building Maintenance	21,450	21,768	(318)	229,000	169,047	59,953
Bldg Maint-Tenant Improvments	25,000	14,688	10,312	230,000	163,911	66,089
Accessibility Improvements	47,750	10,142	37,608	265,000	117,768	147,232
Communications	3,550	4,574	(1,024)	41,000	44,929	(3,929)
Conferences & Training	4,000	477	3,523	52,000	34,080	17,920
Dock Maint. & Repair	2,500	2,957	(457)	59,000	43,165	15,835
Village Enhancements	4,000	0	4,000	50,000	19,560	30,440
Equipment Rental	2,950	1,494	1,456	22,000	10,924	11,076
General Insurance	33,835	33,077	758	274,500	273,447	1,053
Grounds Maintenance	14,000	748	13,252	155,500	85,759	69,741
General Harbor Maintenance	380	0	380	5,000	4,668	332
Janitorial Supplies	10,025	2,937	7,088	52,000	41,081	10,919
Land/Building Rental Expense	5,800	5,762	38	70,000	69,453	547
Marketing & Promotions	28,740	56,320	(27,580)	291,500	272,846	18,654
Memberships & Subscriptions	800	874	(74)	21,000	19,367	1,633
Office Supplies & Equipment	4,300	2,213	2,087	54,500	28,098	26,402
Computer Equip & Supplies	1,000	7,513	(6,513)	21,000	17,298	3,702
Operating Supplies	4,350	3,011	1,339	54,500	27,558	26,942
Other Equipment & Repairs	3,530	6,234	(2,704)	41,500	35,492	6,008
Professional Services - Legal	15,000	9,092	5,908	240,000	228,847	11,153
Professional/Outside Services	30,025	43,314	(13,289)	453,516	355,596	97,920
Utilities	45,800	35,197	10,603	383,000	344,206	38,794
Dredging Related Expenses	20,755	14,558	6,197	260,000	227,706	32,294
Total General Expenses	\$ 391,295	\$ 294,018	\$ 97,277	\$ 3,591,516	\$ 2,836,452	\$ 755,064
Total Operating Expenses	\$ 709,949	\$ 616,117	\$ 93,832	\$ 7,215,066	\$ 6,353,186	\$ 861,880
Oper. Income(Loss) Before Deprec.	\$ (167,124)	\$ (61,389)	\$ 105,735	\$ (160,066)	\$ 776,869	\$ 936,935
Depreciation	\$ 82,000	\$ 85,438	\$ (3,438)	\$ 990,000	\$ 986,294	\$ 3,706
Operating Income (Loss)	\$ (249,124)	\$ (146,827)	\$ 102,297	\$ (1,150,066)	\$ (209,425)	\$ 940,641

ATTACHMENT 2

Ventura Port District Statement of Income and Expenses For the Period Ended June 30, 2015

	<----- Current period ----->			<----- Year-to-Date ----->		
	Budget	Activity	Favorable (Unfavorable)	Budget	Activity	Favorable (Unfavorable)
NON-OPERATING REVENUES						
General						
Investment Income (Loss)	\$ 6,000	\$ 18,855	\$ 12,855	\$ 25,000	\$ 49,345	\$ 24,345
Tax Income	5,000	29,146	24,146	1,010,000	1,042,763	32,763
Intergov't Revenue	0	5,083	5,083	0	13,383	13,383
Sale of Fixed Assets	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>12,914</u>	<u>12,914</u>
Total General Non-Oper. Income	\$ 11,000	\$ 53,084	\$ 42,084	\$ 1,035,000	\$ 1,118,405	\$ 83,405
Special Funding						
DBAW Grants-Misc	\$ 0	\$ 0	\$ 0	\$ 19,500	\$ 10,563	\$ (8,937)
DBAW Grants-Launch Ramp	0	21,881	21,881	0	21,881	21,881
DBAW Grant-Equipment	<u>49,500</u>	<u>0</u>	<u>(49,500)</u>	<u>49,500</u>	<u>0</u>	<u>(49,500)</u>
Total Special Funding	\$ 49,500	\$ 21,881	\$ (27,619)	\$ 69,000	\$ 32,444	\$ (36,556)
TOTAL NON-OPER. REVENUES	<u>\$ 60,500</u>	<u>\$ 74,965</u>	<u>\$ 14,465</u>	<u>\$ 1,104,000</u>	<u>\$ 1,150,849</u>	<u>\$ 46,849</u>
NON-OPERATING EXPENSES						
Interest Expense	\$ 1,440	\$ (11,793)	\$ 13,233	\$ 670,000	\$ 663,439	\$ 6,561
Loss on Sale/Retirement of Assets	<u>0</u>	<u>196,988</u>	<u>(196,988)</u>	<u>0</u>	<u>196,988</u>	<u>(196,988)</u>
Total Non-Oper. Expenses	\$ 1,440	\$ 185,195	\$ (183,755)	\$ 670,000	\$ 860,427	\$ (190,427)
Non-Operationing Income (Loss)	<u>\$ 59,060</u>	<u>\$ (110,230)</u>	<u>\$ (169,290)</u>	<u>\$ 434,000</u>	<u>\$ 290,422</u>	<u>\$ (143,578)</u>
CHANGES IN NET POSITION	<u><u>\$ (190,064)</u></u>	<u><u>\$ (257,057)</u></u>	<u><u>\$ (66,993)</u></u>	<u><u>\$ (716,066)</u></u>	<u><u>\$ 80,997</u></u>	<u><u>\$ 797,063</u></u>

ATTACHMENT 2

Supplementary Notes to the Statement of Income and Expense for the period ending June 30, 2015 – Budget to Actual Analysis.

Operating Income:

Parcel Lease Income – (under budget \$56,752) Under this category for master tenants, there is an aggregate of \$56,752 under budget for the year ended 6/30/15. The primary contributing factors shown below for the variances for the year is the Boatyard. It represents the majority of the variance indicating that the other tenant's revenues aligned with the budget by the end of the fiscal year:

- The lease transaction fee (\$50,000) for the Ventura Harbor Boatyard will be amortized over the life of the lease (25 years) instead of being included in its entirety as revenue in the month it is received as per discussions with the District's auditors.
- A decrease in the percentage rents received in January from the Boatyard.
- A reduction in boat charters from Parcel 20. The boats were hauled out for annual maintenance in January and February.
- Occupancy levels at Ventura West Marina Phase I dropped 2% to date.
- On the positive side, the revenues from the Four Points Sheraton continue to increase higher than projected.

Harbor Village Lease Income – (exceeds budget \$76,190) The aggregate increase in Village lease income continues to reflect an increase in percentage rents for retail and restaurant tenants. The primary contributing factors continue to include:

- Favorable weather conditions have been a significant factor in increased sales. There are a few restaurants still undergoing renovations, but the tenants that are open for business seem to be doing well.
- Ventura Harbor Fuel Dock sales were higher than anticipated for 2014 resulting in higher percentage rents to the District.

Commercial Fishing – (exceeds budget \$16,382) Commercial Fishing revenue ended the year just over budget. This increase reflects income from offloading of non-squid species of fish that is budgeted conservatively.

Operating Expenses:

Personnel Expenses – (under budget \$106,816) Most of the personnel categories are under budget.

- Regular are in-line with the budget.
- Part-time are under budget \$25,568 and Overtime wages are under budget \$11,000 - Contingencies are included in the budget for part-time and overtime wages to cover shifts and to cover employees out on workers compensation. It was not necessary to use all of these contingencies.
- Retirement Contributions are under budget \$26,139 for the year - An error was discovered in the budgeted retirement calculation causing this budget category to be overstated approximately \$10,000.
- Medical Insurance and the Employee Optional Benefits were affected by the retirement of two employees.

Auto/Boat Equip & Maint – (exceeds budget \$38,378) In the Boat Maintenance category, approximately \$15,000 maintenance needed on the fireboat was carried forward into the FY15-16 budget.

Bldg Maint – (under budget \$59,953) The General Manager asked staff to reduce spending in this category.

Bldg Maint-Tenant Improvements – (under budget \$66,089) This category is one that is usually divided by twelve months equally. A few of the budgeted TI's were not completed in the current fiscal year and will be brought to the Board for approval as needed in the new fiscal year.

ATTACHMENT 2

Supplementary Notes to Statement of Income and Expenses Continued for the period ending June 30, 2015 – Budget to Actual Analysis

Accessibility Improvements – (under budget \$147,232) Improvements at Harbor Village were carried forward into the new fiscal year budget.

Conferences & Training – (under budget \$17,920) This category is under budget for the year. The General Manager asked the department managers to focus on key conferences and training programs. Also, the District's Dredging Consultant saved the District over \$4,000 by staying with a friend for both the September 2014 and the March 2015 CMANC Washington DC conferences.

Dock Maint. & Repair – (under budget \$16,292) It was determined that repairs would be needed on the Harbor Village docks G & H. Some dock repairs were completed in May and June and the remaining repairs were carried forward into the new fiscal year.

Village Enhancements – (under budget \$30,440) The General Manager asked staff to reduce spending in this category pending the final accessibility planning and blending some components.

Equipment Rental – (under budget \$11,076) In prior years inclement weather has made it necessary to rent heavy equipment to correct sand movement on the beaches and parking lots between Surfers Knoll and Harbor Cove. This category is under budget for the current year because there was no need to rent the equipment as there was an unusually small amount of sand movement on the beaches.

Grounds Maintenance – (under budget \$69,741) The General Manager asked staff to reduce spending in this category which includes outdoor lighting, landscaping/irrigation repairs and signage.

Marketing and Promotions – (under budget \$18,654) Marketing used the majority of their remaining funds in June to prepare for and promote events during the summer such as the Pirates Day Festival in July.

Office Supplies & Equipment – (under budget \$26,402) This category is divided by twelve months. The General Manager asked staff to reduce spending in this category. The purchase of Boardroom recording/sound equipment (\$10,000) is budgeted in this category. This recording equipment has been purchased and has been posted to capital improvements equipment. This moving of the equipment to capital improvements attributed to this expense category being under budget.

Computer Equipment – (under budget \$3,702) This category is divided by twelve months. The General Manager asked staff to reduce spending in this category. This budget item includes funds for contingencies to replace failed computer equipment that may come up during the year as well as planned replacement of equipment. During the month of June capital improvements were reconciled and two pieces of equipment were reclassified to the computer equipment expense category because they did not meet the threshold in place for the capitalizing of equipment.

Operating Supplies – (under budget \$6,008) This category is under budget in two departments, Patrol and Harbor Village Marina. During the month of June Patrol purchased operating supplies that were necessary to have on hand in anticipation of the increased patrol needs during the summer months. Harbor Village Marina budgeted for Marina software in the current year that has been put on hold at this time.

Professional/Outside Services – (under budget \$97,920) This category is under budget primarily in professional service for the Administration department.

- \$30,000 was budgeted that will not be used (HR/Union services and a parking count survey)

ATTACHMENT 2

Supplementary Notes to Statement of Income and Expenses Continued for the period ending June 30, 2015 – Budget to Actual Analysis

- The State Lifeguard professional service agreement for the summer of 2014 has \$8,000 remaining. Based on prior years, these funds may or may not be charged as the State charges based on actual billable hours for the life guard services.
- \$10,000 was budgeted for archived document scanning that was not utilized.
- Professional Services budget should have been reduced by \$50,000 when the Accessibility Improvements were separated out into it's own line item on the financial statements. These funds were carried forward into the new budget as Accessibility Improvements.

Utilities - (under budget \$38,794) This category consists of water, electricity, gas and trash expenses.

- Water is under budget by \$9,143 to date, (approximately \$760 per month).
- Electricity is under budget by \$14,952 of which \$3,400 was an unexpected credit received in May (approximately \$960 per month).
- Gas is under budget by \$3,670 to date, and
- Trash is under budget by \$11,026 to date (approximately \$920 per month).

When you break the categories down, the variances are reasonable for 12 months of estimating utility charges.

Dredging Related Expenses – (under budget \$32,294) This category is divided by twelve months for the year. Some budget funds will remain at the end of the fiscal year.

ATTACHMENT 2

Ventura Port District Balance Sheet For the Period Ended June 30, 2015

CURRENT ASSETS

Cash in Banks	2,045,697
Accounts Receivable	794,678
Notes Receivable	23,592
Taxes Receivable	50,564
Interest Receivable	15,069
Prepaid Expenses	354,316
Inventory of supplies	35,246
TOTAL CURRENT ASSETS	<u>\$3,319,162</u>

RESTRICTED ASSETS

Cash - Dredging	3,020,979
Cash - Improvement	4,349,714
Cash - Fisheries Complex	25,024
TOTAL RESTRICTED ASSETS	<u>\$7,395,717</u>

FIXED ASSETS

Land	2,342,629
Harbor Improvements	33,004,058
Equipment	1,414,170
	36,760,857
Accumulated depreciation	(14,359,330)
NET FIXED ASSETS	<u>\$22,401,527</u>

OTHER ASSETS

Investments-Unrestricted Reserves	1,493,490
TOTAL OTHER ASSETS	<u>\$1,493,490</u>

TOTAL ASSETS \$34,609,896

DEFERRED OUTFLOWS OF RESOURCES

Deferred amount on refundings	224,114
TOTAL DEFERRED OUTFLOWS OF RESOURCES	<u>\$224,114</u>

**TOTAL ASSETS AND DEFERRED
OUTFLOWS OF RESOURCES**

\$34,834,010

CURRENT LIABILITIES

Accounts Payable	160,140
Accrued Interest	373,390
Current Portion LT Debt	639,912
Current Portion OPEB Liability	11,856
Accrued Payroll	39,792
Employee Compensated Absences	230,666
TOTAL CURRENT LIABILITIES	<u>\$1,455,756</u>

LONG TERM DEBT

ltd - Notes Payable	13,658,548
TOTAL LONG TERM DEBT	<u>\$13,658,548</u>

OTHER LIABILITIES

OPEB Liability LT	403,892
Unearned Revenue	255,777
Security Deposits	163,764
TOTAL OTHER LIABILITIES	<u>\$823,433</u>

TOTAL LIABILITIES \$15,937,737

EQUITY

Contributed Capital	4,632,128
Retained Earnings-Reserved	645,536
Retained Earnings- Unreserved	13,537,613
Current Year Retained Earnings	80,996
TOTAL EQUITY	<u>\$18,896,273</u>

DEFERRED INFLOW OF RESOURCES

Nothing to report	0
TOTAL DEFERRED INFLOW OF RESOURCES	<u>\$0</u>

**TOTAL LIABILITIES, EQUITY, AND
DEFERRED INFLOW OF RESOURCES**

\$34,834,010

Monthly Report
(Unaudited)

ATTACHMENT 2

Ventura Port District Cashflow Statement As of June 30, 2015

Enterprise Fund

Operating Income	7,130,055
Non-Operating Income	1,150,849
Total Income	<u>\$ 8,280,904</u>
Operating Expenses	7,339,480
Non-Operating Expenses	860,427
Total Expenses	<u>\$ 8,199,907</u>
Change in Net Position-Accrual Basis	\$ 80,997
Cashflows for Capital and Financing Activities:	
Principle paid on debt	(616,306)
Deferred amount on refundings	17,239
Cash from sale of capital assets	150,000
Acquisitions/Retirements of Capital Assets	(18,148)
Net Cash provided (used) by Capital & Financing	<u>\$ (467,215)</u>
Operating Income Adjustments:	
Depreciation	986,294
(Increase)decrease in receivables	1,456,208
(Increase)decrease in prepaid Items	(90,189)
Increase(decrease) in payables	(50,126)
Increase(decrease) in unearned revenue	144,306
Increase (decrease) in tenant deposits	9,183
Net Cash provided by Operating Activities	<u>\$ 2,455,676</u>
NET Increase (Decrease) in Cash	\$ 2,069,458
Add: Beginning Cash 7/1/14	\$ 8,865,446
Ending Cash at 6/30/15	\$ 10,934,904

Monthly Report
(Unaudited)

ATTACHMENT 2

Ventura Port District Distribution of Cash as of June 30, 2015

<u>Enterprise Fund</u>	Current Balance
<u>Cash</u>	
Cash on Hand (undeposited)	1,324
Cash in Checking (Wells Fargo Bank)	160,805
Cash in County Treasury	<u>16,609</u>
Total Cash Available for Normal Operations	\$ <u>178,738</u>
 <u>Investments Unrestricted Reserves</u>	
Local Agency Investment Fund (LAIF)	1,860,209
Stifel Nicolaus	<u>1,500,240</u>
Total Investments Unrestricted Reserves	\$ <u>3,360,449</u>
 <u>Dredging Reserves</u>	
Local Agency Investment Fund (LAIF)	<u>3,020,979</u>
Total Dredging Reserves	\$ <u>3,020,979</u>
 <u>Capital Improvement Reserves</u>	
Local Agency Investment Fund (LAIF)	<u>4,349,714</u>
Total Capital Improvement Reserves	\$ <u>4,349,714</u>
 <u>Fisheries Complex Reserves</u>	
Local Agency Investment Fund (LAIF)	<u>25,024</u>
Total Fisheries Complex Reserves	\$ <u>25,024</u>
 TOTAL CASH AND INVESTMENTS	\$ <u>10,934,904</u>

ATTACHMENT 2

Ventura Port District Comparison of Lease Rent

	Year to Date Ended <u>6/30/2015</u>	Year to Date Ended <u>6/30/2014</u>	Increase (Decrease)	
Parcel Leases				
Ventura Harbor Marine Assoc	166,192	152,470	13,722	9%
Dave's Fuel Dock	9,476	9,271	205	2%
Sheraton 4 Points-Harbortown	408,467	381,071	27,396	7%
Harbortown Point	72,844	71,330	1,514	2%
Oceans West Marina	281,473	280,321	1,152	0%
Ventura Isle Marina	651,523	656,566	(5,043)	-1%
Ventura Marina Mobile Park	430,941	426,113	4,828	1%
Ventura West Marina	487,113	494,040	(6,927)	-1%
Ventura Yacht Club	116,746	114,457	2,289	2%
Vta Harbor Boatyard	306,186	307,025	(839)	0%
Sonderman Ring	60,000	60,000	0	0%
Total Parcel Lease	<u>2,990,961</u>	<u>2,952,663</u>	<u>38,298</u>	1%
Fees & Reimbursements	<u>2,287</u>	<u>-</u>	<u>2,287</u>	
Total Parcel Leases	2,993,248	2,952,663	40,585	1%
Ventura Harbor Village				
Retail Rents	450,752	445,324	5,428	1%
Restaurant Rents	912,900	895,802	17,098	2%
Office Rents	558,711	548,550	10,161	2%
Charters	358,827	344,207	14,620	4%
Total Village	<u>2,281,190</u>	<u>2,233,883</u>	<u>47,307</u>	2%
Commercial Fishing	236,382	299,757	(63,375)	-21%
TOTAL	5,510,820	5,486,303	24,517	0%

Monthly Report
(Unaudited)

ATTACHMENT 2

Ventura Port District Three Year Comparative For the Month and Year to Date

	MONTH OF JUNE			YEAR TO DATE 6/30			% change FY13-14 to Current Yr
	2012-13	2013-14	Current	2012-13	2013-14	Current	
<u>Operating Income</u>							
Parcel Leases	216,827	223,234	222,743	2,879,616	2,952,663	2,993,248	1%
Dry Storage	7,812	7,130	7,292	96,993	89,472	83,787	-6%
Other Operating	11,631	18,339	17,996	173,147	188,617	209,534	11%
Harbor Village Leases	196,429	204,093	201,853	2,242,690	2,233,883	2,281,190	2%
Commercial Fishing	35,807	(3,700)	(4,163)	206,296	299,757	236,382	-21%
Slips	79,103	70,417	71,590	957,435	902,221	855,686	-5%
CAM	24,528	24,100	21,104	313,867	287,045	273,628	-5%
Marketing	6,948	7,190	6,920	87,417	83,405	85,878	3%
Electrical Slips	3,140	4,483	3,087	31,823	31,921	32,573	2%
Other Operating	3,155	4,146	6,306	51,992	75,273	78,149	4%
Total Operating Income	585,380	559,432	554,728	7,041,276	7,144,257	7,130,055	0%
<u>Operating Expenses</u>							
Harbor Patrol	80,040	142,494	113,922	955,776	1,140,886	1,184,887	4%
Maintenance	121,842	147,666	109,319	1,065,361	1,263,247	1,204,782	-5%
Administration	175,527	211,037	155,852	1,603,549	1,764,828	1,748,862	-1%
Marina	62,602	44,933	58,975	715,026	644,048	664,625	3%
C A M	15,392	70,500	86,290	673,242	728,572	842,984	16%
Marketing	54,928	63,290	77,201	416,896	475,063	479,340	1%
Dredging	18,248	15,306	14,558	255,814	243,534	227,706	-6%
Total Operating Expenses	528,579	695,226	616,117	5,685,664	6,260,178	6,353,186	1%
<u>NET OPERATING INCOME</u>	56,801	(135,794)	(61,389)	1,355,612	884,079	776,869	-12%
<u>Non-operating Income</u>							
Interest	(80,717)	4,907	18,855	(45,961)	102,788	49,345	
Taxes	17,127	4,360	29,146	944,973	978,499	1,042,763	7%
Other	60,734	1,931,644	26,964	85,506	1,940,587	58,741	
Total Non-operating Income	(2,856)	1,940,911	74,965	984,518	3,021,874	1,150,849	-62%
<u>Non-Operating Expenses</u>							
Depreciation	90,000	129,992	85,438	892,115	951,434	986,294	
Debt Service	(46,665)	(11,224)	(11,793)	717,424	691,040	663,439	
Other	9,451	40,064	196,988	18,511	40,064	196,988	
Total Non-operating Expenses	52,786	158,832	270,633	1,628,050	1,682,538	1,846,721	10%
<u>NET NON-OPER. INCOME</u>	(55,642)	1,782,079	(195,668)	(643,532)	1,339,336	(695,872)	
TOTAL INCOME (LOSS)	1,159	1,646,285	(257,057)	712,080	2,223,415	80,997	-96%

Monthly Report
(Unaudited)

ATTACHMENT 3

Accounts Payable Check Register - June 2015

Ventura Port District
Wells Fargo Checking

7/21/2015

<u>Check</u>	<u>Date</u>	<u>Payee</u>	<u>Name</u>	<u>Description</u>	<u>Amount</u>	<u>Voided Amount</u>
42124	6/3/2015	1060	AFLAC	Salary reduction benefit - May	362.42	
42125	6/3/2015	1154	Alejandra's Nursery	Village landscaping	1,295.37	
42126	6/3/2015	1168	Amsterdam Printing	Advertising supplies	353.01	
42127	6/3/2015	1178	American Office Products	Office supplies	209.04	
42128	6/3/2015	1440	Beacon Marine Chandlery Inc	Operating supplies	41.69	
42129	6/3/2015	1492	Big Brand Tire Company	Maintenance vehicle M28 tires	350.00	
42130	6/3/2015	1762	Canon Financial Services	Copier lease for VPD HDQ and Marketing office	795.50	
42131	6/3/2015	1843	Certified Folder Display	Marketing rack card distribution	500.00	
42132	6/3/2015	1915	Cintas Corp	Uniform rental/cleaning, door mats, rags	756.73	
42133	6/3/2015	2099	Custom Embroidery	Uniform embroidery	170.85	
42134	6/3/2015	2153	D West Graphics	Business cards	69.89	
42135	6/3/2015	2331	Dial Security Inc	Dockmaster/security coverage	1,200.00	
42136	6/3/2015	2537	Dunn Edwards	Operating supplies	91.01	
42137	6/3/2015	2604	E.J. Harrison & Sons Inc.	May trash service for NPS building and Fish Pier	541.47	
42138	6/3/2015	2751	Empire Cleaning Supply	Janitorial supplies	1,591.86	
42139	6/3/2015	2935	Farmer Bros. Co	Coffee supplies	276.46	
42140	6/3/2015	2936	Fast Signs	Marketing banner; leasing banner; and Village dock signage	368.86	
42141	6/3/2015	2985	Fence Factory	Dry Storage facility fence repair parts	49.58	
42142	6/3/2015	3592	Hansen's Plumbing, Inc.	Clear mainline grease/sludge at 1559 building	128.99	
42143	6/3/2015	3655	Herald Printing, Ltd.	Marketing business cards	140.56	
42144	6/3/2015	3752	HLI Systems	Website service/maintenance	300.00	
42145	6/3/2015	4742	Kratos Construction	Install replacement doors Hat shop; & replace sink, faucet NPS buildir	3,990.00	
42146	6/3/2015	4852	Lagerlof Senecal Gosney	Legal fees	13,646.00	
42147	6/3/2015	5016	Lowe's	Misc. maintenance supplies	745.76	
42148	6/3/2015	5210	McCormix Corp.	Fuel for maintenance vehicles	1,264.72	
42149	6/3/2015	5625	Nestle Pure Life	Bottled water service	135.28	
42150	6/3/2015	5945	Office Depot Credit Plan	Office supplies	66.82	
42151	6/3/2015	6440	Port Supply	Restroom maintenance supplies	34.36	
42152	6/3/2015	6473	Pronto Brake & Muffler	Maint. Vehicle M28-front brakes; rotors; shocks; ball joints	1,224.66	
42153	6/3/2015	6687	RRM Design Group Inc.	Village accessibility planning assistance	127.50	
42154	6/3/2015	7240	AT&T	Fiber/Wi-Fi services VPD HDQ&Elevator emergency phone service	1,876.50	
42155	6/3/2015	7410	Smith Pipe & Supply Inc.	Landscaping supplies	259.49	

ATTACHMENT 3

<u>Check</u>	<u>Date</u>	<u>Payee</u>	<u>Name</u>	<u>Description</u>	<u>Amount</u>	<u>Voided Amount</u>
42156	6/3/2015	7434	Southern Calif. Edison	Utilities	1,160.65	
42157	6/3/2015	7572	Standard Insurance Company	Group Term Life/Long-term Disab - June	2,446.75	
42158	6/3/2015	7761	The Gas Company	Utilities	392.19	
42159	6/3/2015	8233	Venco Power Sweeping, Inc	Monthly Village Fish Pier cleaning	545.38	
42160	6/3/2015	8250	Ventura Visitors & Convention	Rent for space in VVC building	232.50	
42161	6/3/2015	8263	Ventura Pest Control	Village service	325.00	
42162	6/3/2015	8266	** Voided **			1,990.18
42163	6/3/2015	8453	Virtual Pacific Networks	IT Services	6,800.00	
42164	6/3/2015	8500	Warren Takahashi	Marketing Village entertainment	275.00	
42165	6/3/2015	8542	William P. Hummer	Reimburse office/operating supplies	214.35	
42166	6/3/2015	19800	Coffee Dock & Post	Tenant Improvement Allowance	5,000.00	
42167	6/3/2015	42471	JaniTek Cleaning Solutions	Janitorial service for National Park Service Offices	1,200.96	
42168	6/3/2015	74343	Sommerville Associates	Marketing June service	2,000.00	
42169	6/3/2015	79652	Traffic Technologies LLC	Safety signage and hardware	278.42	
42170	6/3/2015	Deposits	Ann Thompson	Event deposit refund	250.00	
42171	6/3/2015	PM OneTime	Evan Jones	Dry Storage rent and key deposit refund	187.00	
42172	6/3/2015	PM OneTime	George Humphreys	Refund key deposit	25.00	
42173	6/3/2015	PM OneTime	Greg Mooney	Refund key deposit	25.00	
42174	6/3/2015	PM OneTime	Showcase Promotions	Village tenant - refund security deposit	475.00	
42175	6/3/2015	8267	Ventura Harbor Marina & Yacht	Fireboat-bottom painting	1,990.18	
42176	6/3/2015	2986	Ferguson Enterprises Inc.	Village restroom fixture replacement	64.13	
42177	6/3/2015	7581	Steve Stafford	Marketing Village entertainment	275.00	
42178	6/3/2015	8241	Ventura County Star	Marketing office-newspaper subscription renewal	20.70	
42179	6/10/2015	1764	California J P I A	Annual general liability and workers compensation premiums	611,542.00	
42180	6/18/2015		** Voided **	Printer jam		-
42181	6/18/2015	1049	Adams Printing & Graphic	Marketing-Harbor maps and event postcards	3,242.70	
42182	6/18/2015	1058	Advantage Telecom Inc	District phone system/internet	1,310.10	
42183	6/18/2015	1153	Allstar Fire Equipment	Patrol fire uniform gear	4,665.07	
42184	6/18/2015	1178	American Office Products	Office supplies	39.39	
42185	6/18/2015	1182	American Builders Supply	Lifeguard signage installation material	42.01	
42186	6/18/2015	1444	Bethany Anderson	Marketing-Ad production, Pirate Days	650.00	
42187	6/18/2015	1492	Big Brand Tire Company	Patrol vehicle M10 tires	1,049.16	
42188	6/18/2015	1676	Carquest Auto Parts	Maintenance vehicle M42 misc. parts	153.10	
42189	6/18/2015	1679	Carpi, Clay & Smith	Washington lobbyist - May	5,000.00	
42190	6/18/2015	1725	C E D	Shop supplies	529.10	

ATTACHMENT 3

<u>Check</u>	<u>Date</u>	<u>Payee</u>	<u>Name</u>	<u>Description</u>	<u>Amount</u>	<u>Voided Amount</u>
42191	6/18/2015	1760	CALPELRA	Annual membership	350.00	
42192	6/18/2015	1826	Central Coast Tourism Council	Annual membership	200.00	
42193	6/18/2015	1915	Cintas Corp	Uniform rental/cleaning, door mats, rags	675.28	
42194	6/18/2015	1918	CCI Central	Postage meter supplies/Vlg office	93.26	
42195	6/18/2015	1925	City Of S. Buenaventura	Trash Service	100.00	
42196	6/18/2015	2029	Cover 2 Cover Music Inc.	Marketing Village entertainment	900.00	
42197	6/18/2015	2031	County Of Ventura	Annual hazardous waste fee permit oil collection station/Village	1,269.34	
42198	6/18/2015	2096	Cushman Contractin Corporation	Final retainer on launch ramp project	18,095.24	
42199	6/18/2015	2100	CyberCopy Inc.	Site plans/bid docs for Village roofing project	362.26	
42200	6/18/2015	2202	Dave's Marine Fuel Service	Fuel for Patrol boat	1,516.30	
42201	6/18/2015	2331	Dial Security Inc	Dockmaster/security coverage	400.00	
42202	6/18/2015	2336	Diamond Darren Dive Service	Removal sunken float Village D Dock	260.00	
42203	6/18/2015	2433	Document Systems Inc.	Printer toner	233.45	
42204	6/18/2015	2446	DocuProducts	Copier maintenance fees	215.41	
42205	6/18/2015	2448	Downtown Ventura Partners	Participation in Downtown advertising brochures	500.00	
42206	6/18/2015	2537	Dunn Edwards	Operating supplies	108.80	
42207	6/18/2015	2751	Empire Cleaning Supply	Janitorial supplies	1,994.01	
42208	6/18/2015	2934	Farmer Jon's Jon	Marketing event production-Pirate Days	300.00	
42209	6/18/2015	2936	Fast Signs	Marketing event & street banners; and elevator safety signage	958.14	
42210	6/18/2015	2980	Fausset Printing, LLC	Marketing summer event cards	90.00	
42211	6/18/2015	2986	Ferguson Enterprises Inc.	Village restroom fixture replacement	778.97	
42212	6/18/2015	3100	Flooring 101	Marketing office expansion - flooring	4,080.24	
42213	6/18/2015	3490	Grainger Inc.	Operating supplies	395.36	
42214	6/18/2015	3492	** Voided **			-
42215	6/18/2015	3497	Gregory Carson	Reimburse CMANC conference expenses	378.32	
42216	6/18/2015	3592	** Voided **			2,004.18
42217	6/18/2015	4061	Industrial Bolt and Supply	Shop supplies	17.20	
42218	6/18/2015	4247	Jani-King of CA Inc.	Janitorial Service in Village	4,965.56	
42219	6/18/2015	4295	Jensen Design & Survey Inc.	Accessibilty parking lot plan	824.43	
42220	6/18/2015	4742	Kratos Construction	Village misc. office TI's	4,470.00	
42221	6/18/2015	4852	Lagerlof Senecal Gosney	Legal fees	14,925.75	
42222	6/18/2015	4897	PORAC Legal Defense Fund	Salary reduction benefit	183.60	
42223	6/18/2015	5155	Major Engineering Marine Inc	Repair Patrol long dock in front of VPD Headquarters building	1,600.00	
42224	6/18/2015	5190	Matilija Water	Reverse osmosis water system June	45.00	
42225	6/18/2015	5210	McCormix Corp.	Fuel for maintenance vehicles	536.14	

ATTACHMENT 3

<u>Check</u>	<u>Date</u>	<u>Payee</u>	<u>Name</u>	<u>Description</u>	<u>Amount</u>	<u>Voided Amount</u>
42226	6/18/2015	6178	PERS Long Term Care Program	Salary reduction benefit	121.31	
42227	6/18/2015	6201	Pamela Griffin	Wellness program instructor	160.00	
42228	6/18/2015	6283	Petty Cash Fund	Reimburse petty cash fund	406.98	
42229	6/18/2015	6284	Peace Officers Research Assoc.	Salary reduction benefit	114.00	
42230	6/18/2015	6361	Pitney Bowes	Postage meter lease/Vlg office	34.63	
42231	6/18/2015	6440	Port Supply	Patrol operating supplies	333.34	
42232	6/18/2015	6470	LegalShield	Salary reduction benefit	166.40	
42233	6/18/2015	6687	RRM Design Group Inc.	Village accessibility planning assistance	6,246.11	
42234	6/18/2015	6866	R & R Fire Protection	Fire sprinkler/piping Coffee Dock & Post renovation	296.00	
42235	6/18/2015	7000	Richard W. Parsons	Dredging/Project Management services-June & Expense Reimb	9,107.33	
42236	6/18/2015	7032	Alliant Insurance Services	Event insurance for Pirate Days	1,628.00	
42237	6/18/2015	7210	SEIU Local 721	Union dues for Harbor Patrol	385.27	
42238	6/18/2015	7229	Sam's Club/GECF	Annual membership	45.00	
42239	6/18/2015	7346	Shell Fleet Plus	Fuel for Patrol vehicle	873.10	
42240	6/18/2015	7410	Smith Pipe & Supply Inc.	Landscaping supplies	9.28	
42241	6/18/2015	7719	Teamsters Local No. 186	Union dues for Dockmasters	217.00	
42242	6/18/2015	8202	VCE Services, Inc.	Field survey pertaining to proposed mermaid statue location on Parce	1,859.00	
42243	6/18/2015	8241	Ventura County Star	VPD Headquarters-newspaper subscription renewal	62.37	
42244	6/18/2015	8241	Ventura County Star	Marketing-Readers Choice advertising	850.00	
42245	6/18/2015	8241	Ventura County Star	Marketing- Time-Out advertising	708.00	
42246	6/18/2015	8241	Ventura County Star	Bid request Village parking lot accessibilty renovation project	726.57	
42247	6/18/2015	8241	Ventura County Star	RFP request Maintenance annual janitorial supplier	362.21	
42248	6/18/2015	8244	Ventura Harbor Storage	Fishermen's storage/net repair area	5,762.10	
42249	6/18/2015	8251	** Voided **			-
42250	6/18/2015	8251	Ventura Water	Utilities	22,943.19	
42251	6/18/2015	8258	Ventura County Env. Health	Marketing-Pirate Days event permit	372.00	
42252	6/18/2015	8260	Verizon Wireless	Cell phones/services	125.77	
42253	6/18/2015	8260	Verizon Wireless	Cell phones/services	956.59	
42254	6/18/2015	8263	Ventura Pest Control	Termite remediation in Vlge buildings; restrooms at beaches & launch	5,047.00	
42255	6/18/2015	8267	Ventura Harbor Marina & Yacht	Boat 17-reinstall cabin windows	256.80	
42256	6/18/2015	8500	Warren Takahashi	Marketing Village entertainment	25.00	
42257	6/18/2015	8531	Whisenhunt Communication	Public relations services	2,000.00	
42258	6/18/2015	8551	Williams Automotive Inc.	Maintenance vehicle M24-brake repairs & front wheel bearing assemnt	386.50	
42259	6/18/2015	11901	American Foothill Publishing	Summer/Fall Harbor Views Newsletter-Stan Whisenhunt	1,430.00	
42260	6/18/2015	12856	Arkadin, Inc.	Phone conference call service	62.10	

ATTACHMENT 3

<u>Check</u>	<u>Date</u>	<u>Payee</u>	<u>Name</u>	<u>Description</u>	<u>Amount</u>	<u>Voided Amount</u>
42261	6/18/2015	35401	Gypsy Productions LLC	Marketing entertainment-Pirate Days	290.00	
42262	6/18/2015	40525	Impact Sciences, Inc	Environmental review proposed Parcel 20 slip expansion project	3,862.50	
42263	6/18/2015	40801	Horizon Communications Tech In	Progress payment of Village Fiber Optic WiFi project	3,932.93	
42264	6/18/2015	44132	Joseph M. Ramieri	Marketing entertainment	300.00	
42265	6/18/2015	48470	Lauren Yuncker	Mileage reimbursement	62.63	
42266	6/18/2015	51731	Marco Ramos Painting	Village misc. office TI's	4,900.00	
42267	6/18/2015	53201	Mike Laan	Marketing-Pirate Days video editing	40.00	
42268	6/18/2015	61954	Pacific Marine Repair	Operating supplies for Fireboat	131.52	
42269	6/18/2015	72305	Santa Maria Motorcycles LLC	Maintenance on Patrol's Personal Water Craft (PWC) vessels	325.20	
42270	6/18/2015	75731	Stanley Steemer, Inc	Tile cleaning Village 1559 building courtyard	228.00	
42271	6/18/2015	76012	Sunbelt Rentals, Inc.	Annual mower rental to perform weed abatement on Parcels 15/16/18	1,061.70	
42272	6/18/2015	Deposits	Corrie Cole	Refund event deposit	250.00	
42273	6/18/2015	3592	Hansen's Plumbing, Inc.	Install water meters Village I dock & Carousel bldg storm drain replac	1,674.68	
42274	6/18/2015	5505	Muzicraft Inc.	Ambient music in Village	329.50	
42275	6/26/2015	7434	Southern Calif. Edison ** Voided **	Check stub used to list invoices		-
42276	6/26/2015	7434	Southern Calif. Edison	Utilities	8,271.91	
42277	6/26/2015	5016	Lowe's	Landscaping supplies	61.35	
42278	6/26/2015	7761	The Gas Company	Utilities	122.92	
Bank Account Totals					837,116.07	3,994.36

ATTACHMENT 4

Ventura Port District Chase Business Credit Card Charges June 2015

Chase Credit Card holders

Oscar Pena, General Manager
Jessica Rauch, Administrative Assistant/Clerk
Robin Baer, Property Manager
Joe Gonzalez, Facilities Manager
Frank Locklear, Marina Manager
Jennifer Talt-Lundin, Marketing Manager
John Higgins, Harbormaster

<u>Staff/Consultant</u>	<u>Trans Date</u>	<u>Vendor</u>	<u>Category</u>	<u>Description</u>	<u>Amount</u>
Oscar Pena	6/8/2015	LAZY DOG RESTAURANT	Business meal	Mtg w/ Pena, Comm. Friedman	23.31
Oscar Pena	6/9/2015	BROPHY BROS RESTAURANT	Business meal	Mtg w/ Pena, Comm. Carson	48.32
Oscar Pena	6/15/2015	GREEK AT THE HARBOR IN	Business meal	Budget mtg w/ Pendleton, Pena, Adkins	37.29
Oscar Pena	6/18/2015	BROPHY BROS RESTAURANT	Business meal	Mtg w/ Pena, Pendleton, Comm. Carson	65.56
Oscar Pena	6/22/2015	PETE'S BREAKFAST HOUSE	Business meal	Mtg w/ Pena, Pendleton, Comm. Ashworth	56.17
Oscar Pena	6/24/2015	FOUR POINTS BY SHERATON	Business meal	Port Commission Closed Session Dinner	138.46
Oscar Pena	7/1/2015	GREEK AT THE HARBOR IN	Business meal	mtg w/ Pena & Pendleton	23.24
Total General Manager's Expenses					392.35
Jessica Rauch	6/8/2015	SQ *VENTURA SANDWICH COMP	Business meal	Port Commission Closed Session Lunch	76.75
Jessica Rauch	6/16/2015	VENTURA CHAMBER OF COMMER	Conference	Registration for Economic Outlook Bfast - Pendleton, Per	135.00
Jessica Rauch	6/26/2015	SOUTHWES 5262121410137	Conference	Bus. Ops. Man. Travel to San Fran for CJPIA Conference	173.00
Total Administrative Assistant's Expenses					384.75
Robin Baer	6/27/2015	LOOPNET INC	Leasing	Leasing Ad	159.95
Robin Baer	7/2/2015	FRY'S ELECTRONICS # 44	Computers	Two Monitors & cables	325.48
Total Property Manager's Expenses					485.43
Joe Gonzalez	6/23/2015	NOVELTYLIGHTS	Grounds Maint	LED rope Lighting for Entry feature	951.43
Total Facilities Manager's Expenses					951.43
Frank Locklear	6/11/2015	FRY'S ELECTRONICS # 44	Computers	Business Operations Mgr. Computer and Accessories	556.93
Frank Locklear	6/7/2015	LENOVO GROUP	Computers	Harbormaster's Laptop	1,289.81
Total Marina Manager's Expenses					1,846.74

ATTACHMENT 4

<u>Staff/Consultant</u>	<u>Trans Date</u>	<u>Vendor</u>	<u>Category</u>	<u>Description</u>	<u>Amount</u>
Jennifer Lundin	6/9/2015	FACEBK *N2E3X72TY2	Advertising	Facebook Ad Boasts	25.13
Jennifer Lundin	6/14/2015	CTC*CONSTANTCONTACT.COM	Advertising	Harbor Views Enewsletter Database	20.00
Jennifer Lundin	6/17/2015	FACEBK *VLWRX76SY2	Advertising	Facebook Ad Boasts	49.87
Jennifer Lundin	6/20/2015	FS *AngelCam	Advertising	Web CAM at VPD office	20.00
Jennifer Lundin	6/21/2015	MAILCHIMP	Advertising	Enewsletter Design Template	75.00
Jennifer Lundin	6/30/2015	FACEBK *YXMM282TY2	Advertising	Facebook Ad Boasts	25.00
Jennifer Lundin	7/3/2015	FACEBK *SDUG48WRY2	Advertising	Facebook Ad Boasts	50.02
Jennifer Lundin	6/8/2015	BROPHY BROS RESTAURANT	Business meal	Hosted Journalist	22.79
Jennifer Lundin	6/3/2015	VENTURA CHAMBER OF COMMER	Conference	Registration - Connection Breakfast	28.00
Jennifer Lundin	6/4/2015	MARSHALLS # 1116	Conference	Sunset Travel Show	9.72
Jennifer Lundin	6/6/2015	SQ *BACON BACON	Conference	Meal - Sunset Travel Show	9.27
Jennifer Lundin	6/6/2015	SQ *LHP TRADING COMPANY,	Conference	Iced tea - Sunset Show	4.00
Jennifer Lundin	6/6/2015	THE WILLOWS MARKET	Conference	Meal - Sunset Travel Show	6.42
Jennifer Lundin	6/7/2015	MAYFIELD BAKERY AN	Conference	Meal - Sunset Travel Show	21.40
Jennifer Lundin	6/8/2015	ENTERPRISE RENT-A-CAR	Conference	Sunset Travel Show	255.03
Jennifer Lundin	6/8/2015	PALO ALTO CREAMERY	Conference	Meal - Sunset Travel Show	21.94
Jennifer Lundin	6/8/2015	SHERATON HOTELS #725	Conference	Lodging - Sunset Travel Show	443.97
Jennifer Lundin	6/8/2015	SHERATON HOTESL #725 F/B	Conference	Sunset Travel Show	2.72
Jennifer Lundin	6/8/2015	SHERATON HOTESL #725 F/B	Conference	Sunset Travel Show	9.79
Jennifer Lundin	6/8/2015	USA GASOLINE #68212	Conference	Sunset Travel Show	28.92
Jennifer Lundin	6/17/2015	CHEVRON 00095867	Conference	Cal Travel Summit	61.52
Jennifer Lundin	6/18/2015	BUBBA GUMP - MONTEREY	Conference	Meal - Cal Travel Summit	36.14
Jennifer Lundin	6/19/2015	CRAB LOUIE'S	Conference	Meal - Cal Travel Summit	32.82
Jennifer Lundin	6/19/2015	PINO`S CAFE	Conference	Meal - Cal Travel Summit	2.44
Jennifer Lundin	6/19/2015	PORTOLA HOTEL AND SPA	Conference	Lodging - Cal Travel Summit	455.72
Jennifer Lundin	6/19/2015	SQ *SHORE CONSULTING	Conference	Cal Travel Summit	20.00
Jennifer Lundin	6/20/2015	ENTERPRISE RENT-A-CAR	Conference	Cal Travel Summit	255.03
Jennifer Lundin	6/10/2015	SMARTNFINAL39010103901	Event Production	Event Supplies - Pirate Days	42.44
Jennifer Lundin	6/15/2015	AARON BROTHERS82	Event Production	Event Supplies-Parade of Lights	153.73
Jennifer Lundin	6/15/2015	TARGET 00002980	Event Production	Bubbles for Village machine	80.46
Jennifer Lundin	6/28/2015	PARTYSUPPLIESDELIVERED	Event Production	Event Supplies - Pirate Days	179.34
Jennifer Lundin	6/29/2015	DISNEYLAND TICKETS	Event Production	Prizes Pirate Day Contests	213.00
Jennifer Lundin	6/29/2015	MICHAELS STORES 4800	Event Production	Event Supplies - Pirate Days	223.34
Jennifer Lundin	6/29/2015	SMARTNFINAL39010103901	Event Production	Event Supplies - Pirate Days	143.83
Jennifer Lundin	6/30/2015	DISPLAYS2GOCOM	Event Production	Event Supplies	252.72
Jennifer Lundin	6/30/2015	ORIENTAL TRADING CO	Event Production	Event Supplies - Pirate Days	690.96
Jennifer Lundin	6/30/2015	SMARTNFINAL39010103901	Event Production	Event Supplies	435.05
Jennifer Lundin	6/30/2015	SMARTNFINAL39010103901	Event Production	Event Supplies	146.11
Jennifer Lundin	7/1/2015	FOUR POINTS BY SHERATON	Event Production	Lodging - Pirate Days	258.03
Total Marketing Manager's Expenses					4,811.67

ATTACHMENT 4

<u>Staff/Consultant</u>	<u>Trans Date</u>	<u>Vendor</u>	<u>Category</u>	<u>Description</u>	<u>Amount</u>
John Higgins	6/30/2015	DIAMOND SEAGLAZE	Boat Maintenance	boat windows	3,841.42
John Higgins	6/30/2015	DIAMOND SEAGLAZE	Boat Maintenance	boat windows	1,400.00
John Higgins	6/30/2015	DIAMOND SEAGLAZE	Boat Maintenance	boat windows	500.00
John Higgins	7/5/2015	DIAMOND SEAGLAZE	Boat Maintenance	boat windows - credit back	(1,900.00)
John Higgins	6/6/2015	THE HOME DEPOT #1012	Operating Supplies	Truck Rack Lifeguard Rescue Equipment	320.35
John Higgins	6/11/2015	BEST BUY MHT 00001180	Operating Supplies	Phone Waterproof Cases & Accessories	361.70
John Higgins	6/14/2015	APL* ITUNES.COM/BILL	Operating Supplies	Iphone Applications	5.98
John Higgins	6/17/2015	APL* ITUNES.COM/BILL	Operating Supplies	Iphone Applications	15.95
John Higgins	6/18/2015	IN *FIRST PLACE SUPPLY,IN	Operating Supplies	Shock Mitigating Standing Mats "Boats"	291.55
John Higgins	6/18/2015	APL* ITUNES.COM/BILL	Operating Supplies	Iphone Applications	9.97
John Higgins	6/19/2015	AMAZON MKTPLACE PMTS	Operating Supplies	Waterproof Rescue Bags	249.95
John Higgins	6/20/2015	AMAZON MKTPLACE PMTS	Operating Supplies	Waterproof Rescue Bags	249.95
John Higgins	6/22/2015	AMAZON MKTPLACE PMTS	Operating Supplies	Weather Station	474.75
John Higgins	6/22/2015	AMAZON MKTPLACE PMTS	Operating Supplies	Weather Station Software	224.99
John Higgins	6/22/2015	AMAZON MKTPLACE PMTS	Operating Supplies	Waterproof First Aid Boxes	657.00
John Higgins	6/25/2015	APL* ITUNES.COM/BILL	Operating Supplies	Iphone Applications	2.98
John Higgins	6/8/2015	PAYPAL *USLACATALOG	Training Material	Training DVD's	114.95
John Higgins	6/19/2015	AMAZON MKTPLACE PMTS	Training Material	Training Book "USLA Lifeguard Manual"	35.75
John Higgins	6/30/2015	DEFENDER INDUSTRIES INC	Training Material	Training DVD's	67.45
John Higgins	6/22/2015	MURRAYS SPORTS	Uniforms	Rescue Helmets	1,448.28
John Higgins	6/22/2015	LIGHTNING RIDGE	Uniforms	Uniform Shirts	891.70
John Higgins	6/29/2015	DISCOUNT SURF COMPANY	Uniforms	Rescue Wetsuits	421.98
Total Harbormaster's Expenses					9,686.65
					<u>\$ 18,559.02</u>

SEPTEMBER 23, 2015

BOARD OF PORT COMMISSIONERS

CONSENT AGENDA ITEM B

NEW OFFICE LEASE AGREEMENT

POWER & PROCESSING ENGINEERS

**VENTURA PORT DISTRICT
BOARD COMMUNICATION**

CONSENT AGENDA ITEM B
Meeting Date: September 23, 2015

TO: Board of Port Commissioners
FROM: Robin Baer, Property Manager
SUBJECT: New Office Lease Agreement for Power & Process Engineers located at 1559 Spinnaker Drive #201

RECOMMENDATION:

That the Board of Port Commissioners approves by motion a new Office lease agreement between the Ventura Port District dba Ventura Harbor Village and Power & Process Engineers for the premises located at 1559 Spinnaker Drive #201 consisting of a total of 350 square feet for a two (2) year term.

BACKGROUND:

Power & Process Engineers has been a tenant since 1999. This business specializes in energy, mining and engineer consulting. They have elected to continue tenancy for a two-year term.

FISCAL IMPACT:

The average occupancy expense over a two year period is \$6,800 per year.

We look forward to continued success with this tenant. Staff recommends the Board's approval of the new lease transaction.

SEPTEMBER 23, 2015

BOARD OF PORT COMMISSIONERS

CONSENT AGENDA ITEM C

**APPROVAL OF NEW OFFICE LEASE AGREEMENT FOR
THE CENTER FOR CONTRACT COMPLIANCE**

**VENTURA PORT DISTRICT
BOARD COMMUNICATION**

CONSENT AGENDA ITEM C
Meeting Date: September 23, 2015

TO: Board of Port Commissioners
FROM: Robin Baer, Property Manager
SUBJECT: New Office Lease Agreement for the Center for Contract Compliance located at 1559 Spinnaker Drive #202A

RECOMMENDATION:

That the Board of Port Commissioners approves by motion a new Office lease agreement between the Ventura Port District dba Ventura Harbor Village and the Center for Contract Compliance for the premises located at 1559 Spinnaker Drive #202A consisting of a total of 437 square feet for a two (2) year term.

BACKGROUND:

The Center for Contract Compliance (CCC) is a non-profit organization that was created in response to the concerns of contractors and labor with the unlawful disregard for the laws governing public works. The CCC was founded by the Southern California District Council of Laborers and its affiliated with local unions. The CCC advocates compliance with prevailing wage, labor and public contract bidding laws to establish a level playing field for contractors competing for public works contracts, guarantee workers are properly compensated, and facilitate quality construction for public agencies. The Tenant has been with the Ventura Harbor Village since 2008.

FISCAL IMPACT:

The average occupancy expense per year is \$9,900.

We look forward to continued success with this tenant. Staff recommends the Board's approval of the new lease transaction.

SEPTEMBER 23, 2015

BOARD OF PORT COMMISSIONERS

STANDARD AGENDA ITEM 1

**APPROVAL OF PROFESSIONAL SERVICES AGREEMENT
WITH THYSSENKRUPP ELEVATORS**

**VENTURA PORT DISTRICT
BOARD COMMUNICATION**

STANDARD AGENDA ITEM 1
Meeting Date: September 23, 2015

TO: Board of Port Commissioners
FROM: Joe Gonzalez, Facilities Manager
SUBJECT: Approval of Professional Services Agreement with Thyssenkrupp Elevators

RECOMMENDATION:

That the Board of Port Commissioners authorize the General Manager to enter into a \$78,833 Agreement with Thyssenkrupp Elevators for the 1691 Spinnaker Drive Elevator Modernization Project.

BACKGROUND:

This elevator is the original installation from the mid-1980's. Over the years, it has been problematic for the technicians to order mechanical parts for necessary repairs. This has become even more difficult since the manufacturing company has been out of business for ten years. There are no more parts available on the market.

The Ventura Port District has implemented an elevator modernization plan to update one elevator per fiscal year; this will be the third elevator out of five. This modernization project consists of new up-to-date electronics, control modules, a stainless interior cab, flooring, hydraulic motors, and new up-to-date fire life safety equipment.

ATTACHMENTS:

Attachment 1 – Scope of Services

EXHIBIT "A"
SCOPE OF WORK

ThyssenKrupp Elevator Americas

SCOPE OF WORK

Controller Leveling System

NewTAC32 Controller - The elevator control system will be microprocessor based and software oriented. The system will operate in real time, continuously analyzing the cars changing position, condition, and workload and will include the following features:

- Solid State Starter
- Auto Fan/Light Shutoff
- Battery Lowering
- On Board Diagnostic tool
- Tenant Security 3-1
- Non-Proprietary
- Owner's Manual & Job Specific Prints
- Tape Selector with Steel Tape & Mounting Hardware for Leveling and Limits

Wiring Package

All hoistway, machine room and car wiring, including traveling cable, will be replaced as necessary to fulfill the requirements of the new microprocessor controls.
New Duct to be provided

Power Unit

New Submersible Power Unit. The power unit replacement includes the motor, pump, hydraulic valve, muffler, oil reservoir tank, hydraulic fluid, isolation assembly and all necessary hardware.

Jack

Reuse Existing Jack

A new shutoff valve will be installed

Oil

Biodegradable Oil

Car Sling/Platform

Reuse Existing
New Toe Guard to be provided

Car Guides

Reuse Existing

Cab Interior

New, similar to 1567 Spinnaker

AGREEMENT

ATTACHMENT 1

Car Door Operation	Provide new closed loop door operation features, designed to operate the car and hoistway doors simultaneously. Door movements will be electrically cushioned at both limits of travel.
Car Door Restrictors	Mechanical Door Restrictors will be provided in accordance with ANSI A17.1 Code.
Door Protection	Provide New Electronic Safety Edge
Hoistway Entrances, Doors And Door Equipment	<p>The existing hoistway door frames and door panels will be retained.</p> <p>The existing hoistway pickup rollers and interlocks will be reused.</p>
Hoistway Jamb Braille	New ADA Compliant Braille plates will be installed on the existing hoistway entrance frames.
Car Operating Panel	A new Brushed Stainless Steel Car Operating Panel will be provided accommodating all features provided by the microprocessor based controls. The new car operating panel will be provided with new push buttons, ADA compliant telephone, car position indicator, emergency lighting and Braille.
Car Arrival Lanterns	New Car Arrival Lanterns with Brushed Stainless Steel finish will be provided.
Floor Passing Signal	An ADA compliant audible signal will be provided to indicate to a passenger on the elevator that the elevator is stopping or passing a floor.
Alarm Bell	An emergency alarm bell will be connected to a plainly marked pushbutton in the elevator operating panel and to the battery operated emergency light device.
Hall Pushbuttons	New surface mounted Fusion Brushed Stainless Steel hall pushbutton fixtures will be installed at each landing. The new fixtures will include the Fire Exiting signs. The main egress floor will contain the Fire Service keyswitch and required verbiage.
Pit Ladders/Pit Equipment	Reuse Existing

AGREEMENT

Page A-11

SEPTEMBER 23, 2015

BOARD OF PORT COMMISSIONERS

STANDARD AGENDA ITEM NO. 2

BUDGET AMENDMENT FOR FLAGPOLE

**VENTURA PORT DISTRICT
BOARD COMMUNICATION**

STANDARD AGENDA ITEM 2
Meeting Date: September 23, 2015

TO: Board of Port Commissioners
FROM: W. Pat Hummer, Senior Harbor Patrol Officer
SUBJECT: Budget Amendment for Flagpole

RECOMMENDATION:

That the Board of Port Commissioners acknowledge the budget amendment to Fiscal Year 2015 - 2016 of \$13,200 for the completion of the flagpole with a yard arm and installation project, which was approved on December 17, 2014.

SUMMARY:

The flagpole project was approved in the fiscal year 2014-2015 budget and was to be completed by June 30, 2015. A delay in getting the location approval from Harbortown Point due to the timing of their Board meeting caused the project to be temporarily on hold. The approval has been granted and staff would like to move forward with the project.

DISCUSSION:

At the November 19, 2014 meeting, the Commission asked staff to research a more nautical themed flagpole and continued this item to December. Staff researched a flagpole with yard arm through The Flag Factory.

At the December 17, 2014 meeting, the Commission approved the purchase and installation of a new flagpole from The Flag Factory.

At the January 14, 2015 meeting it was decided to change the original location where the flagpole was to be placed near the front entrance to the Ventura Port District Office Facility to a more visible location on Harbortown Point property. In order to install the flagpole in this location, the Ventura Port District had to obtain consent from Harbortown Point and enter into an agreement. Staff had preliminary discussions with the management of the timeshare and they were amenable to the proposed relocation of the flagpole but the final decision had to be brought before the Harbortown Point's Board of Directors.

This project was not completed in fiscal year 2014-2015, due to the timing of the Harbortown Point's Board of Directors meeting to obtain approval of the location. This report is to inform the Board that staff will be making the necessary amendments to the 2015-2016 budget so this project can be completed.

The cost of this project has been increased to \$13,200 to include unforeseen costs required by the City. This revised cost includes the equipment, the foundation and complete installation with city required permits and engineering specs.

ATTACHMENTS:

Attachment 1 – Harbortown Point Letter, dated August 8, 2015
Attachment 2 – Interstate Pole Industries Estimate

ATTACHMENT 1



1651 Anchors Way
Ventura, CA 93001
805-650-9273
Fax: 805-658-6337
www.harbortown.com

August 8, 2015

Ventura Port District
1603 Anchors Way Drive
Ventura, California 93001

Attention: John Higgins, Harbormaster

Dear John,

On August 8th 2015, Harbortown Board of Directors, during their regularly scheduled meeting, approved the Ventura Port District's plan to erect a flagpole on Harbortown Parcel 10A between the resort and the Port District Headquarters.

Sincerely,

A handwritten signature in black ink, appearing to read "Charles Abul-Haj", written over the printed name and title.

**HARBORTOWN POINT RESORT
OWNERS ASSOCIATION**

Charles Abul-Haj
Managing Agent



ATTACHMENT 2 INTERSTATE POLE INDUSTRIES

525 Maple Avenue, Carpinteria, CA 93013
tel 805-566-1998 fax 805-566-1993



License No. 507966

QUOTE

BID DATE: 3/6/2015

Total
Pages **2**
sent:

Section

FLAGPOLE(S)

Flagpoles manufactured in strict accordance with NAAMM.
All Components, Foundation Sleeves, or Anchor Bolts included in pricing.

PROJECT: Ventura Harbor Nautical Flagpole

Option 2

CA

ATTN: ESTIMATOR

FLAGPOLES & COMPONENTS:

Quantity: 1

Type: nautical w/ yardarms

Material: 6063 T6 Aluminum

Finish: clear anodize

Mount: Ground set

Height above Ground: 35ft

Butt Dia: 7"

Top Dia: 3.5"

Wall: .156"

Cost of Poles: \$3,844.00

**Nylon
Flag:**

**Polyester
Flag:**

**Other
Flag:**

Flag Cost:

Eagle: Sealed bearing rotating truck

Eagle Cost: \$245.00

Lock Box:

LockBox Cost:

Other Items: Clear anodizing, access door, 3-couplings added. NOTE: Permits and city fees \$2150+ permit pull \$650 = \$2800. Electrical materials/work done by others. Foundation digging done by IPI.

Other Costs:

Tax: \$306.68

Permit: \$2,800.00

1 Poles: \$7,195.68

All calcs, drawings, samples, manufacturer recommended foundation details and wind load calcs will be supplied when contract is let. NOTE: Bid price and specs may be modified based on Optional Engineering. Freight quote good for 90 days.

TOTAL COST (drop-ship only) for
If ground sleeve required before flagpole,
additional shipping will apply.

OPTIONAL SERVICES AVAILABLE (add to Total Cost above):

Installation services include IPI standard insurance coverage. Special clauses, endorsements, subrogations etc. subject to additional Insurance Fees.

A	Pole Stand-up (only) Store pole, affix all components to pole, erect/level/plumb pole, sand packing pole, grout & seal cannister when needed. access by 40' boom truck	Part A option, add:	\$1,750.00
B	Foundation Foundations include Excavation and Concrete Dug by IPI, dimes per eng., spoils stay, 2800 psi, no demol, Dig Alert	Part B option, add:	\$2,990.00
C	Calif. Reg. Licensed Engineer w/ Wet Signature for Foundation Detail Civil satmp \$775.	Part C option, add:	\$775.00
D	Rebar Cage to Specs per CA Building Code (CBC) Request separate price for Soil Removal.	Part D option, add:	\$385.00
Total Additional costs:			\$5900.00

Acceptance: _____
Name Company Date

Spec Section

Ref. #: 3/6/2015

PROJECT: Ventura Harbor Nautical Flagpole

Option 2

SEPTEMBER 23, 2015

BOARD OF PORT COMMISSIONERS

STANDARD AGENDA ITEM NO. 3

BUDGET AMENDMENT FOR FISH PIER DERRICK CRANE

**VENTURA PORT DISTRICT
BOARD COMMUNICATION**

STANDARD AGENDA ITEM 3
Meeting Date: September 23, 2015

TO: Board of Port Commissioners
FROM: Richard Parsons, Project Manager
SUBJECT: Budget Amendment for Fish Pier Derrick Crane

RECOMMENDATION:

That the Board of Port Commissioners acknowledge a budget amendment to fiscal year 2015 – 2016 for the completion of the Fish Pier Derrick Crane Installation Project for \$102,000, which was approved in the fiscal year 2014-2015 Capital Improvement budget.

SUMMARY:

The Fish Pier Derrick Crane Installation Project was approved in the fiscal year 2014-2015 budget and was to be completed by June 30, 2015. A delay in fabrication postponed delivery causing the project to go into the new fiscal year 2015-2016 budget period. Staff is requesting \$102,000 be added to the capital improvement budget to complete the project.

BACKGROUND:

On November 12, 2014, informal bids for the Fish Pier Derrick Crane Installation Project were received and opened. The sole bid received was from Cushman Contracting Corporation in the amount of \$119,575.00. On January 14, 2015, the Board awarded the bid to Cushman Contracting. It was reasonably anticipated that the project would be completed by June 30, 2015.

Cushman is an experienced marine contractor based in Goleta. Most recently they replaced the harbor's public boat launch ramp. In 2012, they completed the Harbor Village Revetment Repair Project for the District. In 2000, they constructed the large travelift pier at Ventura Harbor Boatyard. Their performance was quite satisfactory on all projects.

The fiscal year 2014-2015 capital improvement budget included \$130,000 for this project which included the cost for engineering and bid spec documents. The contract documents require the contractor to acquire a one ton deck crane manufactured by Allied Product, Inc. and then install the crane at the northwest corner of the Fish Pier. The fabrication of the crane took longer than anticipated. During the fiscal year 2014-2015 budget cycle, approximately \$2,000 was paid to VCE Services for engineering bid specs and a deposit of \$25,830 was paid to Cushman to begin the fabrication, leaving approximately \$102,000 remaining to complete the project.

There continues to be unexpected problems with this equipment; staff does not know when this project will come to fruition. This report is to inform the board that staff will make the necessary amendments to the fiscal year 2015–2016 budget so this project can be completed.