



## **Minutes of Regular Meeting of the Ventura Port District Board of Port Commissioners Held October 14, 2015**

---

The Regular Meeting of the Ventura Board of Port Commissioners was called to order by Chairman Jim Friedman at 11:05AM at the Ventura Port District Office located 1603 Anchors Way Drive, Ventura, CA 93001.

### **Commissioners Present:**

Everard Ashworth, Vice Chair  
Jim Friedman, Chair  
Bruce E. Smith  
Nikos Valance

### **Commissioners Absent:**

Gregory L. Carson

### **Port District Staff:**

Oscar Peña, General Manager  
Brian Pendleton, Business Operations Manager  
John Higgins, Harbormaster  
Joe Gonzalez, Facilities Manager  
Jennifer Talt-Lundin, Marketing Manager  
Frank Locklear, Marina Manager  
Gloria Adkins, Accounting Manager  
Richard Parsons, Consultant  
Robbie Armstrong-Dunham, Management Assistant  
Jessica Rauch, Clerk of the Board

### **Legal Counsel:**

Timothy Gosney

### **AGENDA**

**CALL TO ORDER:** By Chair, Jim Friedman at 11:05AM.

**PLEDGE OF ALLEGIANCE:** By Commissioner Friedman.

**ROLL CALL:** Commissioner Carson was absent.

### **ADOPTION OF AGENDA**

**ACTON:** Commissioner Valance moved, seconded by Commissioner Smith and carried by a vote of 4-0 to adopt the October 14, 2015 agenda.

### **APPROVAL OF MINUTES**

The Minutes of September 23, 2015 regular meeting were considered as follows:

**ACTION:** Commissioner Ashworth moved, seconded by Commissioner Smith and carried by a vote of 3-0-1 (Ashworth abstained) to approve the minutes of the September 23, 2015 regular meeting.

**PUBLIC COMMUNICATIONS:** Sam Sadove found another crane fabricator that is faster and cheaper than the Ventura Port District should consider using.

**CLOSED SESSION REPORT:** Mr. Gosney stated that the Board met in closed session; discussed and reviewed all items except Item 1d) Ventura Village Carousel New Lease on the closed session agenda. Staff was given instructions as to how to proceed as appropriate and there was no action taken that is reportable under The Brown Act.

**BOARD COMMUNICATIONS:** Commissioner Friedman reported to the Commission and public the incident that occurred over the weekend involving Commissioner Carson.

**STAFF COMMUNICATIONS:** None.

**LEGAL COUNSEL REPORT:** None.

**CONSENT AGENDA:**

**A) Approval of New Retail Lease Agreement for Hats Unlimited, Inc.**

**Recommended Action: Motion**

That the Board of Port Commissioners approve by motion a new Retail lease agreement between the Ventura Port District dba Ventura Harbor Village and Hats Unlimited, Inc. dba as Hats Unlimited for the premises located at 1567 Spinnaker Drive #101 consisting of a total of 1,146 square feet for a four (4) year term with a five (5) year option to extend.

**ACTION:** Commissioner Ashworth moved, seconded by Commissioner Valance and carried by a vote of 4-0 to approve a new Retail lease agreement between the Ventura Port District dba Ventura Harbor Village and Hats Unlimited, Inc. dba as Hats Unlimited for the premises located at 1567 Spinnaker Drive #101 consisting of a total of 1,146 square feet for a four (4) year term with a five (5) year option to extend.

**B) Acceptance of \$13,000 Surrendered & Abandoned Vessel Exchange Grant**

**Recommended Action: Resolution No. 3286.**

That the Board of Port Commissioners adopt Resolution No. 3286, accepting a \$13,000 Surrendered & Abandoned Vessel Exchange (SAVE Contract# C15S0622) offered by the California Division of Boating and Waterways.

**ACTION:** Commissioner Ashworth moved, seconded by Commissioner Smith and carried by a vote of 4-0 to adopt Resolution No. 3286, accepting a \$13,000 Surrendered & Abandoned Vessel Exchange (SAVE Contract# C15S0622) offered by the California Division of Boating and Waterways.

**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 Request for Marketing Manager, Jennifer Talt Lundin.

**ACTION:** Commissioner Smith moved, seconded by Commissioner Valance and carried by a vote of 4-0 to approve the Out of Town Travel Request for Marketing Manager, Jennifer Talt Lundin.

**STANDARD AGENDA:**

**1) Acceptance of \$94,810 Shellfish Grant**

Recommended Action: Motion.

That the Board of Port Commissioners authorize the General Manager to sign the *Cost Reimbursement Research Subaward Agreement* for \$94,810, which reflects the terms and conditions of the grant agreement for year one.

**ACTION:** Commissioner Ashworth moved, seconded by Commissioner Smith and carried by a vote of 4-0 to authorize the General Manager to sign the *Cost Reimbursement Research Subaward Agreement* for \$94,810, which reflects the terms and conditions of the grant agreement for year one.

**2) Approval of Professional Services Agreement with Dudek**

Recommended Action: Motion.

That the Board of Port Commissioners approve the Professional Services Agreement with *Dudek* in the amount of \$65,350.00 to provide consultant services for the Permitting Strategy for the Ventura Shellfish Enterprise Program (VSE) subject to final approval of the form of agreement by District staff and legal counsel.

**ACTION:** Commissioner Ashworth moved, seconded by Commissioner Smith and carried by a vote of 4-0 to approve the Professional Services Agreement with *Dudek* in the amount of \$65,350.00 to provide consultant services for the Permitting Strategy for the Ventura Shellfish Enterprise Program (VSE) subject to final approval of the form of agreement by District staff and legal counsel.

**3) Approval of Professional Services Agreement with Plauché & Carr, LLP**

Recommended Action: Motion.

That the Board of Port Commissioners approve the Professional Services Agreement with *Plauché & Carr, LLP* in the amount of \$5,000 to provide legal services for the Ventura Shellfish Enterprise Program (VSE) subject to final approval of the form of agreement by District staff and legal counsel.

**ACTION:** Commissioner Ashworth moved, seconded by Commissioner Smith and carried by a vote of 4-0 to approve the Professional Services Agreement with *Plauché & Carr, LLP* in the amount of \$5,000 to provide legal services for the Ventura Shellfish Enterprise Program (VSE) subject to final approval of the form of agreement by District staff and legal counsel.

**4) Approval of Professional Services Agreement with Scott Lindell**

Recommended Action: Motion.

That the Board of Port Commissioners approve the Professional Services Agreement with *Scott Lindell, Fisheries and Marine Biologist*, in the amount of \$9,960.00 to provide consultant services for the Ventura Shellfish Enterprise Program (VSE) subject to final approval of the form of agreement by District staff and legal counsel.

**ACTION:** Commissioner Ashworth moved, seconded by Commissioner Smith and carried by a vote of 4-0 to approve the Professional Services Agreement with *Scott Lindell, Fisheries and Marine Biologist*, in the amount of \$9,960.00 to provide consultant services for the Ventura Shellfish

**Enterprise Program (VSE) subject to final approval of the form of agreement by District staff and legal counsel.**

**5) Status of Sondermann Ring Partners Public Long Dock**

Recommended Action: Informational.

That the Board of Port Commissioners receive a report on the status of public long dock relocation for the Sondermann Ring Partners project.

**ACTION: Michael Sondermann reported on the status of public long dock relocation for the Sondermann Ring Partners project.**

Public Comment: Bill Crew had no negative feedback and thought this was the right solution. Chuck Ormson said it was an acceptable location, but this was the first time he has seen the new location. Janet Lawson agreed with Bill Crew and expressed that this is all about safety.

**6) Ventura Port District 2015 – 2016 Departmental Objectives**

Recommended Action: Informational.

That the Board of Port Commissioners review the 2015 – 2016 objectives to confirm they are in alignment with the Board's Mission Statement and Goals.

**ACTION: The Commission had the following comments on the objectives:**

- More detail on how objectives will be accomplished.
- Stick to objectives that are measurable and time based.
- Would like the goals and objectives to be presented during budget time.
- Ordinance 44 to be a top priority.

**REQUEST FOR FUTURE AGENDA ITEMS:** Commissioner Ashworth asked if the Harbormaster could give the Commission a safety update. Commissioner Smith asked if the procurement policies can be brought forward for review and to have staff review the new materials from Mr. Sadove and report back to the Commission. Commissioner Valance asked to see the competitive bids, how the bids were solicited, etc. on the jib crane project.

**ADJOURNMENT:** The meeting was adjourned at 12:50PM.



Secretary