

REVISED 12/18/19

VENTURA PORT DISTRICT

BOARD OF PORT COMMISSIONERS MINUTES OF NOVEMBER 9, 2016



The Regular Meeting of the Ventura Board of Port Commissioners was called to order by Chairman Jim Friedman at 6:08PM at the Ventura Port District Office located 1603 Anchors Way Drive, Ventura, CA 93001.

Commissioners Present:

Jim Friedman, Chair
Everard Ashworth, Vice Chair
~~Gregory L. Carson~~ Brian Brennan
Bruce E. Smith
Nikos Valance

Commissioners Absent:

None

Port District Staff:

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

Legal Counsel:

Timothy Gosney

AGENDA

CALL TO ORDER: By Chairman Jim Friedman at 6:08PM.

PLEDGE OF ALLEGIANCE: By Commissioner Friedman.

ROLL CALL: All Commissioners were present.

ADOPTION OF AGENDA

ACTON: Commissioner Brennan moved, seconded by Commissioner Valance and carried by a vote of 5-0 to adopt the November 9, 2016 agenda.

APPROVAL OF MINUTES

The Minutes of July 27, 2016 regular meeting, October 5, 2016 special meeting, October 5, 2016 special closed session meeting and October 12, 2016 regular meeting were considered as follows:

ACTION: Commissioner Smith moved, seconded by Commissioner Brennan and carried by a vote of 5-0 to approve the minutes of the July 27, 2016 regular meeting, October 5, 2016 special meeting, October 5, 2016 special closed session meeting and October 12, 2016 regular meeting.

PUBLIC COMMUNICATIONS: None.

CLOSED SESSION REPORT: Mr. Gosney stated that the Board met in closed session; discussed and reviewed all items on the closed session agenda. Staff was given instructions as to how to proceed as appropriate and there was no action taken that is reportable under The Brown Act.

BOARD COMMUNICATIONS: None.

DEPARTMENTAL AND GENERAL MANAGER REPORTS: Mr. Peña reported to the Commission that the Portside Partners have a fence along the property and are in the process of getting the grading permit. He also announced that at 7:00PM the Commission and public will be receiving presentations on six proposals for possible development in Harbor Village.

LEGAL COUNSEL REPORT: None.

CONSENT AGENDA:

A) Termination of Agreement and Approval of New Restaurant Lease Agreement for The Boatyard Inc. dba Boatyard Pub

Recommended Action: Voice Vote.

That the Board of Port Commissioners:

- a) Approve the termination of Boatyard Café, Inc. dba Boatyard Café lease agreement, dated October 1, 2014, for the premises located at 1583 Spinnaker Drive #109, consisting of 2,675 square feet; and
- b) Approve a new restaurant lease agreement between the Ventura Port District dba Ventura Harbor Village and The Boatyard, Inc. dba Boatyard Pub for the premises located at 1583 Spinnaker Drive #109, consisting of 2,675 square feet for a six (6) year term.

ACTION: Commissioner Brennan moved, seconded by Commissioner Ashworth and carried by a vote of 5-0 to approve the termination of Boatyard Café, Inc. dba Boatyard Café lease agreement, dated October 1, 2014, for the premises located at 1583 Spinnaker Drive #109, consisting of 2,675 square feet; and approve a new restaurant lease agreement between the Ventura Port District dba Ventura Harbor Village and The Boatyard, Inc. dba Boatyard Pub for the premises located at 1583 Spinnaker Drive #109, consisting of 2,675 square feet for a six (6) year term.

B) Approval of New Office Lease Agreement for Brophy Bros. Restaurant

Recommended Action: Voice Vote.

That the Board of Port Commissioners approve a new office lease agreement for the premises located at 1559 Spinnaker Drive #202B consisting of 306 square feet between the Ventura Port District dba Ventura Harbor Village and Brophy Bros. Restaurant for a two-year term with a five-year option.

ACTION: Commissioner Brennan moved, seconded by Commissioner Ashworth and carried by a vote of 5-0 to approve a new office lease agreement for the premises located at 1559 Spinnaker Drive #202B consisting of 306 square feet between the Ventura Port District dba Ventura Harbor Village and Brophy Bros. Restaurant for a two-year term with a five-year option.

C) Termination of Agreement and Approval of New Office Lease Agreement for Sierra Pacific Mortgage

Recommended Action: Voice Vote.

That the Board of Port Commissioners:

- a) Approve by motion the termination of a lease agreement, dated April 14, 2015, for the premises located at 1583 Spinnaker Drive #213, consisting of 791 square feet; and
- b) Approve by motion a new office lease agreement for the premises located at 1583 Spinnaker Drive #213 & #214, consisting of 1,210 square feet between the Ventura Port District dba Ventura Harbor Village and Michael and Janette Quinn dba Sierra Pacific Mortgage for a two-year term.

ACTION: Commissioner Brennan moved, seconded by Commissioner Ashworth and carried by a vote of 5-0 to approve by motion the termination of a lease agreement, dated April 14, 2015, for the premises located at 1583 Spinnaker Drive #213, consisting of 791 square feet; and approve by motion a new office lease agreement for the premises located at 1583 Spinnaker Drive #213 & #214, consisting of 1,210 square feet between the Ventura Port District dba Ventura Harbor Village and Michael and Janette Quinn dba Sierra Pacific Mortgage for a two-year term.

STANDARD AGENDA:

1) Approval of Financial Statement and Checks

Recommended Action: Roll Call Vote.

That the Board of Port Commissioners adopt Resolution No. ~~3324~~ 3325.

- a) Accepting the following financial statements - Financial Statements for the Fiscal Year Ending June 30, 2016 (pending completion of annual audit), Financial Statements for the Quarter Ending September 30, 2016 (new format); and
- b) Review the payroll and regular checks for the months of June 2016, July 2016, August 2016 and September 2016.

ACTION: Commissioner Brennan moved, seconded by Commissioner Valance and carried by a vote 5-0 to adopt Resolution No. 3325, accepting the following financial statements – Financial Statements for the Fiscal Year Ending June 30, 2016 (pending completion of annual audit), Financial Statements for the Quarter Ending September 30, 2016 (new format); and review the payroll and

regular checks for the months of June 2016, July 2016, August 2016 and September 2016.

2) Approval of Notice of Completion for the Ventura Harbor Village Reroofing of 1449 and 1559 Spinnaker Drive

Recommended Action: Roll Call Vote.

That the Board of Port Commissioners adopt Resolution No. 3322,

- a) Accepting the work of Letner Roofing Company for the reroofing of 1449 and 1559 Spinnaker Drive; and
- b) Authorizing staff to prepare and record a Notice of Completion with the Ventura County Recorder.

ACTION: Commissioner Valance moved, seconded by Commissioner Brennan and carried by a vote of 5-0 to adopt Resolution No. 3322, accepting the work of Letner Roofing Company for the reroofing of 1449 and 1559 Spinnaker Drive; and authorizing staff to prepare and record a Notice of Completion with the Ventura County Recorder.

3) Acceptance of \$11,000 Surrendered and Abandoned Vessel Exchange Grant

Recommended Action: Roll Call Vote.

That the Board of Port Commissioners adopt Resolution No. 3323 accepting a \$11,000 Surrendered and Abandoned Vessel Exchange (SAVE Contract # C16S0621) offered by the California Division of Boating and Waterways.

ACTION: Commissioner Brennan moved, seconded by Commissioner Valance and carried by a vote of 5-0 to adopt Resolution No. 3323 accepting a \$11,000 Surrendered and Abandoned Vessel Exchange (SAVE Contract # C16S0621) offered by the California Division of Boating and Waterways.

4) Acceptance of \$45,557 Boating Safety and Enforcement Equipment Grant

Recommended Action: Roll Call Vote.

That the Board of Port Commissioners adopt Resolution No. 3324 accepting a \$45,557.00 Boating Safety and Enforcement Equipment Grant (BSE Contract # C16L0611) offered by the California State Parks Division of Boating and Waterways.

ACTION: Commissioner Brennan moved, seconded by Commissioner Valance and carried by a vote of 5-0 to adopt Resolution No. 3324 accepting a \$45,557.00 Boating Safety and Enforcement Equipment Grant (BSE Contract # C16L0611) offered by the California State Parks Division of Boating and Waterways.

5) Possible Award of Contract to Viola, Inc. for the Ventura Harbor Village Phase 3 Improvements

Recommended Action: Voice Vote.

That the Board of Port Commissioners consider the following actions relative to the Ventura Harbor Village Phase 3 Improvements:

1. Award a construction contract to Viola, Inc. in the amount of \$1,500,000.
2. Accept RRM Design Group proposal to provide construction support during the Phase 3 work at their standard hourly rates not to exceed \$27,000; and
3. Accept Rasmussen and Associates proposal to provide construction inspection services during the Phase 3 work at their standard hourly rates not to exceed \$6,500.

ACTION: Commissioner Brennan moved, seconded by Commissioner Smith and carried by a vote of 4-1 (Valance no) to award a construction contract for the Ventura Harbor Village Phase 3 Improvements to Viola, Inc. in the amount of \$1,570,909; accept RRM Design Group's proposal to provide construction support during the Phase 3 work at their standard hourly rates not to exceed \$27,000; and accept Rasmussen and Associates' proposal to provide construction inspection services during the Phase 3 work at their standard hourly rates not to exceed \$6,500.

Public Comment: Gregory Carson commented that this project is important and will make a great addition to the Village. Jo Hawthorne, owner of Island Creations recommended the mosaic be added to the project because it will bring a vibrant and colorful attraction to Harbor Village.

TIME CERTAIN AT 7:00PM

Each Applicant will get 45 minutes for their presentation.

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

Recommended Action: N/A.

That the Board of Port Commissioners receive presentations by Brighton Management, H. Parker Hospitality and Pacific Heritage Communities regarding their proposals for development of visitor serving uses at Ventura Harbor pursuant to the Request for Proposals (RFP) issued on May 2, 2016.


ACTION: The Board of Port Commissioners received presentations by Brighton Management, H. Parker Hospitality and Pacific Heritage Communities regarding their proposals for development of visitor serving uses at Ventura Harbor pursuant to the Request for Proposals (RFP) issued on May 2, 2016.

The Commission's main concerns were parking plans and the increase of traffic in and out of the Harbor.

Public Comment: Dan Coverdale was concerned about the impact these developments would have on parking and traffic.

REQUEST FOR FUTURE AGENDA ITEMS: None.

ADJOURNMENT: The meeting was adjourned at 9:50PM.


Secretary

