



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

The Regular Meeting of the Ventura Board of Port Commissioners was called to order by Chairman Jim Friedman at 7:14PM at the Ventura Port District Office located 1603 Anchors Way Drive, Ventura, CA 93001.

Commissioners Present:

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

Commissioners Absent:

None

Port District Staff:

Oscar Peña, General Manager
Brian Pendleton, Business Operations Manager
Joe Gonzalez, Facilities Manager
Frank Locklear, Marina Manager
Robin Baer, Property Manager
Richard Parsons, Consultant
Jessica Rauch, Clerk of the Board

Legal Counsel:

Timothy Gosney
Chris Chan
Dominic Nunneri

AGENDA

CALL TO ORDER: By Chairman Jim Friedman at 7:14PM.

PLEDGE OF ALLEGIANCE: By Chairman Jim Friedman.

ROLL CALL: All Commissioners were present.

ADOPTION OF AGENDA

ACTON: Commissioner Carson moved, seconded by Commissioner Smith and carried by a vote of 5-0 to adopt the December 9, 2015 agenda, with Consent Item D being continued to a future meeting.

APPROVAL OF MINUTES

The Minutes of November 18, 2015 regular meeting were considered as follows:

ACTION: Commissioner Carson moved, seconded by Commissioner Smith and carried by a vote of 5-0 to approve the minutes of the November 18, 2015 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, except Item 4. Staff was given instructions as to how to proceed as appropriate and there was no action taken that is reportable under The Brown Act.

BOARD COMMUNICATIONS: Commissioner Ashworth mentioned that three individuals approached him about how nice the Christmas decorations look in the Village. He also reported that the VSE group met Tuesday for the monthly meeting and another meeting will be occurring on Thursday, which will include Mike Rust from NOAA. Commissioner Ashworth is also a member of the Power Squadron, who agreed to give two honorary scholarships to the District Harbor Patrol. They will be able to get discounts on education and collaborate on safety.

DEPARTMENTAL STAFF REPORTS: Mr. Parsons reported the bid opening for Federal Dredging took place and the low bidder was Manson Construction at \$1.4M.

GENERAL MANAGER REPORT: Mr. Peña reported that the Harbor Village Newsletter went out to 11,000 people in the Ventura Breeze. He also reported on the number of boats that will be in the Parade of Lights and credited Joe Gonzalez and Robin Baer for the Christmas decorations in the Village.

LEGAL COUNSEL REPORT: Mr. Gosney reported that the Verizon cell tower documents have already been approved by the Board and did not have to come back. Also, Brandis Tallman sent out the refunding schedule and it should be completed by February. General Counsel had completed the investigation into the procedures leading to the Cushman contract as requested by the Board and determined that the District has complied with all legal requirements under the UPCCA and District policies and procedures.

SPECIAL PRESENTATION TO ROBERT BRAVO

CONSENT AGENDA:

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

Recommended Action: Resolution No. 3290.

That the Board of Port Commissioners adopt Resolution No. 3290 accepting and approving the Financial Statements, Payroll and Regular Checks for expenses in October 2015.

ACTION: Commissioner Ashworth moved, seconded by Commissioner Smith and carried by a vote of 5-0 to adopt Resolution No. 3290 accepting and approving the Financial Statements, Payroll and Regular Checks for expenses in October 2015. The credit card summaries for October 2015 were not included in this packet, but will be in the packet for January 27, 2016.

B) Approval of New Office Lease Agreement for Del Mar Seafoods, Inc.

Recommended Action: Motion.

That the Board of Port Commissioners approve by motion a new office lease agreement for the premises located at 1583 Spinnaker Drive #203B/#206 consisting of 1,015 square feet between the Ventura Port District dba Ventura Harbor Village and Del Mar Seafoods, Inc. for a two-year term.

ACTION: Commissioner Ashworth moved, seconded by Commissioner Smith and carried by a vote of 5-0 to approve a new office lease agreement for the premises located at 1583 Spinnaker Drive #203B/#206 consisting of 1,015

square feet between the Ventura Port District dba Ventura Harbor Village and Del Mar Seafoods, Inc. for a two-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, Marketing Manager, Jennifer Talt Lundin, and Commissioner Greg Carson.

ACTION: Commissioner Ashworth moved, seconded by Commissioner Smith and carried by a vote of 5-0 to approve the Out of Town Travel Requests for Consultant, Richard Parsons, Marketing Manager, Jennifer Talt Lundin, and Commissioner Greg Carson, with revisions to the registration fee and totals for Richard Parsons and Greg Carson's CMANC Travel.

D) Notice of Completion for the Harbor Village Parking Access Improvements

Recommended Action: Resolution No. 3291.

That the Board of Port Commissioners adopt Resolution No. 3291, accepting the work of J & T Engineering and Construction Company for the Ventura Harbor Village Parking Access Improvements and authorize staff to prepare and record a Notice of Completion with the Ventura County Recorder.

ACTION: This item was pulled from the agenda and will be brought back to the Board at a future meeting.

STANDARD AGENDA:

1) Authorization for Harbor Village Accessibility Improvements Phase II and Phase III

Recommended Action: Motion.

That the Board of Port Commissioners:

- a) Authorize the General Manager to bid Phase 2 incorporating an ADA Path of Travel Accessibility Plan at Harbor Village; and
- b) Approve the conceptual plan for Phase 3 and authorize RRM Design Group to develop a set of construction documents for Phase 3 of the Accessibility Improvements to achieve compliance with the American Disabilities Act.

ACTION: Commissioner Carson moved, seconded by Commissioner Smith and carried by a vote of 5-0 to authorize the General Manager to bid Phase 2 incorporating an ADA Path of Travel Accessibility Plan at Harbor Village and approve the conceptual plan for Phase 3 and authorize RRM Design Group to develop a set of construction documents for Phase 3 of the Accessibility Improvements to achieve compliance with the Americans with Disabilities Act, with the following suggestions from the Commission:

- More whimsy around the Islands art piece
- Educational aspects
- Pedestals for artists to display art pieces for short periods of time
- Outdoor entertainment space for small ensembles
- Lighting for night
- Harmony with Sondermann Ring Project

2) Approval of 2016 Port Commission Workshop Topics

Recommended Action: Motion.

That the Board of Port Commissioners review, discuss and take appropriate action on workshop topics for the 2016 meeting year.

ACTION: Commissioner Carson moved, seconded by Commissioner Smith and carried by a vote of 5-0 to approve the workshop topics for the 2016 meeting year, with the July workshop meeting open for a different topic. A memorandum or informational item at a regular meeting could be done for the tsunami and/or safety updates.

REQUEST FOR FUTURE AGENDA ITEMS: None.

ADJOURNMENT: The meeting was adjourned at 8:19PM.


Secretary