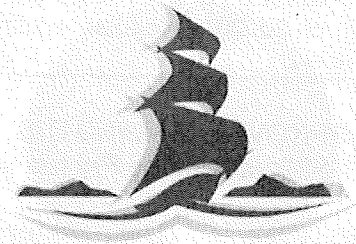


VENTURA PORT DISTRICT

BOARD OF PORT COMMISSIONERS MINUTES OF MARCH 20, 2019



VENTURA
PORT DISTRICT
Established 1952

The Regular Meeting of the Ventura Board of Port Commissioners was called to order by Chairman Chris Stephens at 7:08PM at the Ventura Port District Administration Office, 1603 Anchors Way Drive, Ventura, CA 93001.

Commissioners Present:

Chris Stephens, Chairman
Brian Brennan, Vice Chairman
Jean Getchell, Secretary
Everard Ashworth
Jackie Gardina

Commissioners Absent:

None.

Port District Staff:

Oscar Peña, General Manager
Brian Pendleton, Deputy General Manager
John Higgins, Harbormaster
Joe Gonzalez, Facilities Manager
Gloria Adkins, Accounting Manager
Robin Baer, Property Manager
Dave Werneburg, Marina Manager
Jennifer Talt-Lundin, Marketing Manager
Richard Parsons, Consultant
Jessica Rauch, Clerk of the Board

Legal Counsel:

Timothy Gosney
Collin Spillman

AGENDA

CALL TO ORDER: By Chairman Stephens at 7:08PM.

PLEDGE OF ALLEGIANCE: By Commissioner Brennan.

ROLL CALL: All Commissioners were present.

ADOPTION OF AGENDA

ACTON: Commissioner Getchell moved, seconded by Commissioner Brennan and carried by a vote of 5-0 to adopt the March 20, 2019 agenda.

APPROVAL OF MINUTES

The Minutes of the February 20, 2019 Regular Meeting were considered as follows:

ACTION: Commissioner Brennan moved, seconded by Commissioner Getchell and carried by a vote of 5-0 to approve the February 20, 2018 Regular Meeting Minutes.

PUBLIC COMMUNICATIONS: Michael Wagner, Jim Colomy, Mark McCambly, Kip Whited, Terry Wilmarth, Mark Schowes, and Harvey Taylor expressed their concerns about losing the fisherman's storage lot and agree that it is a huge benefit to the Harbor and its fishermen. Sam Sadove also expressed his concerns about the fisherman's storage lot, would like to see a nationwide recruitment for the replacement of the General Manager and is concerned about the funding reported in The Log for the VSE Project permitting. Orestis Simons also expressed that the fisherman's storage lot is important and he wants to see a change for the better.

CLOSED SESSION REPORT: Mr. Gosney stated that the Board met in closed session; discussed and reviewed all items except Item 6. Staff was given instructions on how to proceed as appropriate and there was no action taken that is reportable under The Brown Act. The Commission will reconvene after open session to review and discuss Item 6.

BOARD COMMUNICATIONS: Commissioner Ashworth reported on his attendance at the World Aquaculture Society Conference in New Orleans. Commissioner Getchell had communications with Michael Wagner, Lynn Mikelatos, Chuck Ormson, Coastal Marine Biolabs, Sam Sadove, Gina Dorrington, Honey Walters and Nicole Gordon. Commissioner Brennan reported on the CMANC meeting in Washington DC.

STAFF COMMUNICATIONS: Mr. Pendleton briefed the Commission on the Washington DC CMANC meeting. He also reported that Coastal Architects has turned in a full submission to the City for the Harbor Village Painting Project and gave a brief update on the VSE project. Mr. Peña gave an update on the Anchors Way Drive improvements. Richard Parsons gave a dredging update.

LEGAL COUNSEL REPORT: None.

CONSENT AGENDA:

A) Approval of Out of Town Travel Requests

Recommended Action: Voice Vote.

That the Board of Port Commissioners approve the out of town travel requests for the following employees:

- 1) Maintenance Supervisor, Sergio Gonzalez to travel to Long Beach, CA to participate in the Annual ManagerPlus Software Training Seminar;
- 2) Harbormaster, John Higgins to travel to Newport, Oregon to participate in the Pacific Congress of Harbormasters Conference; and
- 3) Marketing Manager, Jennifer Talt-Lundin to travel to Monterey, CA to participate in the Central Coast Tourism Annual Board Retreat and Meeting.

ACTION: Commissioner Getchell moved, seconded by Commissioner Brennan and carried by a vote of 5-0 to approve the out of town travel requests for Maintenance Supervisor, Sergio Gonzalez to travel to Long Beach, CA to participate in the Annual ManagerPlus Software Training Seminar; Harbormaster, John Higgins to travel to Newport, Oregon to participate in the Pacific Congress of Harbormasters Conference; and Marketing Manager, Jennifer Talt-Lundin to

travel to Monterey, CA to participate in the Central Coast Tourism Annual Board Retreat and Meeting.

B) Approval of 2019 Lifeguard Services Contract

Recommended Action: Voice Vote.

That the Board of Port Commissioners authorizes the General Manager to enter into a contract with State Parks to provide Lifeguard Services from mid-May 2019 through Labor Day 2019 at Harbor Cove and Surfers Knoll beaches for \$88,682.40.

ACTION: Commissioner Getchell moved, seconded by Commissioner Brennan and carried by a vote of 5-0 to authorize the General Manager to enter into a contract with State Parks to provide Lifeguard Services from mid-May 2019 through Labor Day 2019 at Harbor Cove and Surfers Knoll beaches for \$88,682.40.

STANDARD AGENDA:

1) Coastal Marine Biolabs Current Activities Presentation

Recommended Action: Informational.

That the Board of Port Commissioners receive a presentation from Coastal Marine Biolabs on their current activities.

ACTION: The Board of Port Commissioners received a presentation on Coastal Marine Biolabs current activities from Linda Santschi, Ph.D. and Ralph Imondi, Ph.D.

Public Comment: Joe Bova and Darcy Duffy shared their support and enthusiasm for the Coastal Marine Biolabs educational program.

2) Approval of Financial Statements and Checks for July through September 2018

Recommended Action: Roll Call Vote.

That the Board of Port Commissioners adopts Resolution No. 3368 to:

- a) Accept the following financial statements for the Quarter ended September 30, 2018; and
- b) Review the payroll and regular checks for July through September 2018.

ACTION: Commissioner Brennan moved, seconded by Commissioner Ashworth and carried by a vote of 5-0 to adopt Resolution No. 3368 to accept the financial statements for the Quarter ended September 30, 2018; and review the payroll and regular checks for July through September 2018.

3) Approval of Notice of Proposed Ordinance No. 52 for the Amendment of Ordinance No. 48

Recommended Action: Roll Call Vote.

That the Board of Port Commissioners adopt Resolution No. 3368 authorizing the Ventura Port District to publish a Notice of Proposed Ordinance No. 52 for the Amendment of Ordinance No. 48 in a newspaper of general circulation.

ACTION: Commissioner Getchell moved, seconded by Commissioner Brennan and carried by a vote of 5-0 to adopt Resolution No. 3368 authorizing the Ventura Port District to publish a Notice of Proposed Ordinance No. 52 for the Amendment of Ordinance No. 48 in a newspaper of general circulation.

4) Proposed Lease Management Policy for Ventura Harbor Village

Recommended Action: Informational Report.

That the Board of Port Commissioners receive an informational report concerning a proposed Lease Management Policy for Ventura Harbor Village.

ACTION: The Board of Port Commissioners received an information report on a proposed Lease Management Policy for Ventura Harbor Village. The Board gave the following direction:

Commissioner Getchell – Asked how can we equably deal with an entity like Coastal Marine Biolabs, who is a non-profit and provides public education, in contrast to a profitable organization and keep them here?

Commissioner Ashworth – Sees a lot of efficiencies with a standardized lease; thinks the thresholds make perfect sense and staff should move forward with what they are suggesting, however, reviewing leases in closed session and on the consent agenda is a useful tool.

Commissioner Brennan – He concurs with Commissioner Ashworth's comments.

Commissioner Gardina – Sees the efficiencies behind it, but wonders when granting discretion to the General Manager if it's being exercised within a broader strategic plan and priorities set by the Board. Has the Board set forth a larger leasing strategy and leasing priorities so that that discretion is being exercised within that context?

Commissioner Stephens – Consider an appeal process from a tenant if they feel the lease negotiation or lease offer was not appropriate. Also, doesn't think the Board needs to approve tenant equipment replacements that are over the \$25,000 threshold.

Public Comment: Sam Sadove said you need to be cognizant of the financial requirements for the tenants themselves in terms of your terms of lease. Mr. Cooper asked if the District will be governing leasing at the Portside development.

AGENDA PLANNING GUIDE AND REQUEST FOR FUTURE AGENDA ITEMS: Commissioner Getchell asked about a policy regarding release of public information.

ADJOURNED TO CLOSED SESSION AT 9:12PM

RECONVENED PUBLIC SESSION AT 10:30PM

CLOSED SESSION REPORT: Mr. Gosney stated that the Board met in closed session; discussed and reviewed Item 6 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.

ADJOURNMENT: The meeting was adjourned at 10:32PM.


Secretary