



BOARD OF PORT COMMISSIONERS MEETING JANUARY 19, 2022

Ventura Harbor
HOME OF THE CHANNEL ISLANDS NATIONAL PARK

- Call to Order
- Roll Call

CLOSED SESSION AGENDA

PUBLIC COMMUNICATION CLOSED SESSION AGENDA ITEMS ON TODAY'S AGENDA

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BOARD OF PORT COMMISSIONERS MEETING JANUARY 19, 2022

Ventura Harbor
HOME OF THE CHANNEL ISLANDS NATIONAL PARK

- Call to Order
- Pledge of Allegiance
- Roll Call

ADMIN AGENDA

ADMIN AGENDA

**Adoption of the
January 19, 2022 Agenda**

**Approval of the Minutes of
the January 5, 2022
Regular Meeting & Public
Facilities Corp Annual
Meeting**

PUBLIC COMMUNICATION ADMIN AGENDA ITEMS NOT ON TODAY'S AGENDA

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- Closed Session Report
- Board Communications
- Staff and General Manager Reports

ADMIN AGENDA

EMERGENCY ACTION ITEM: ADOPTION OF RESOLUTION NO. 3441 DECLARING A STATE OF EMERGENCY DUE TO THE HUNGA TONGA TSUNAMI AND AUTHORIZING THE GENERAL MANAGER TO TAKE EMERGENCY MEASURES TO RESTORE DISTRICT ASSETS

That the Board of Port Commissioners adopt Resolution No. 3441, making certain findings as set forth in such Resolution, including, without limitation, the following:

- A) Declare a State of Emergency due to the impacts suffered by the Hunga Tonga Tsunami creating a public safety concern;
- B) Find, based upon the evidence presented, the matter of the conditions of the Ventura Port District assets require emergency remediation; and
- C) The Board hereby delegates to the District's General Manager the authority to:
 - 1) take any action required to respond to the emergency;
 - 2) submit any and all emergency permit applications and documents required to support obtaining an Emergency Coastal Development Permit;
 - 3) to procure the necessary equipment, services, and supplies for the purpose of making the District's docks safe and functional and for re-establishing Harbor Patrol's vessel redundancy, without giving notice for bids to let contracts; and,
 - 4) The General Manager shall report to the Board of Port Commissioners at its next regularly scheduled meeting of the Board of the actions to respond to the emergency.
 - 5) That, the Board will review the emergency action at every regularly scheduled meeting hereafter until the emergency action is terminated, to determine that there is a need to continue the action by a four-fifths (4/5) vote.
 - 6) That, when the Board reviews the emergency action at subsequent meetings, if necessary, the Board will terminate the action at the earliest possible date that conditions warrant so that the remainder of the emergency action may be completed by giving notice for bids to let contracts, if necessary.

PUBLIC COMMUNICATION

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CONSENT AGENDA

A) Approval of Out-of-Town Travel Requests

B) Approval of New Office Lease Agreement for Anacapa Consulting for 1559 Spinnaker Drive #207

C) Approval of a Professional Services Agreement with Rasmussen & Associates related to Trash Enclosures

D) Approval of First Amendment to a Professional Services Agreement with Rasmussen & Associates related to ADA Restrooms

PUBLIC COMMUNICATION CONSENT AGENDA

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**Consideration of Adoption of Ordinance No.
56, Authorizing Execution of a New
Entertainment and Restaurant Lease
Agreement with Options for Aarmark Beer
Gardens, Inc. for 1567 Spinnaker Drive #100**

RECOMMENDATION

That the Board of Port Commissioners:

- a) Conduct a public hearing for the purpose of receiving input on proposed Ordinance No. 56;
- b) Waive reading and direct Clerk to place Ordinance No. 56 in the record of this meeting; and
- c) Adopt Ordinance No. 56, which authorizes execution of a new six (6) year Entertainment and Restaurant Lease Agreement with three (3) five (5) year options between the Ventura Port District dba Ventura Harbor Village and Aarmark Beer Gardens, Inc.

STANDARD AGENDA ITEM 1

Report by:

**Brian D. Pendleton, General Manager
Todd Mitchell, Business Operations
Manager**



Ordinance 56: 6-Year Entertainment & Restaurant Lease w/3x 5-Year Options



1567 Spinnaker Drive, Suite #100
Aarmark Beer Gardens, Inc.

Entertainment

- Proposed Entertainment Offerings:
 - Stadium seating sports viewing with multiple TV's and a Jumbotron
 - Golf Simulator and a Multi-sport Simulator
 - Table Tennis
 - Virtual Reality Experiences
 - Shuffleboard, Foosball, Air Hockey
 - Retro and Interactive Video Games
 - Kids Games - large prize claw, Twister, Uno, etc.



District's Façade Improvements

Façade improvements to the building are within the District's current Fiscal Year Capital Improvement Budget and approved under City of Ventura Permit Number PEMO-11-19-66952, include:

- Included in FY21-22 Capital Improvement Budget (\$725,000)
- New façade changes that include:
 - New exterior doors,
 - New windows,
 - Stone veneer, and
 - New awnings



District's Façade Improvements

(Continued)

- Electrical upgrades including upgraded electrical panels
- New HVAC split systems
- Replace mechanical roof (parapet shingles and underlay)
 - (Note that tile roof and underlay work completed in 2021)
- Replace copper gutters as required
- Concrete pour of floor in carousel existing location



Site Plan

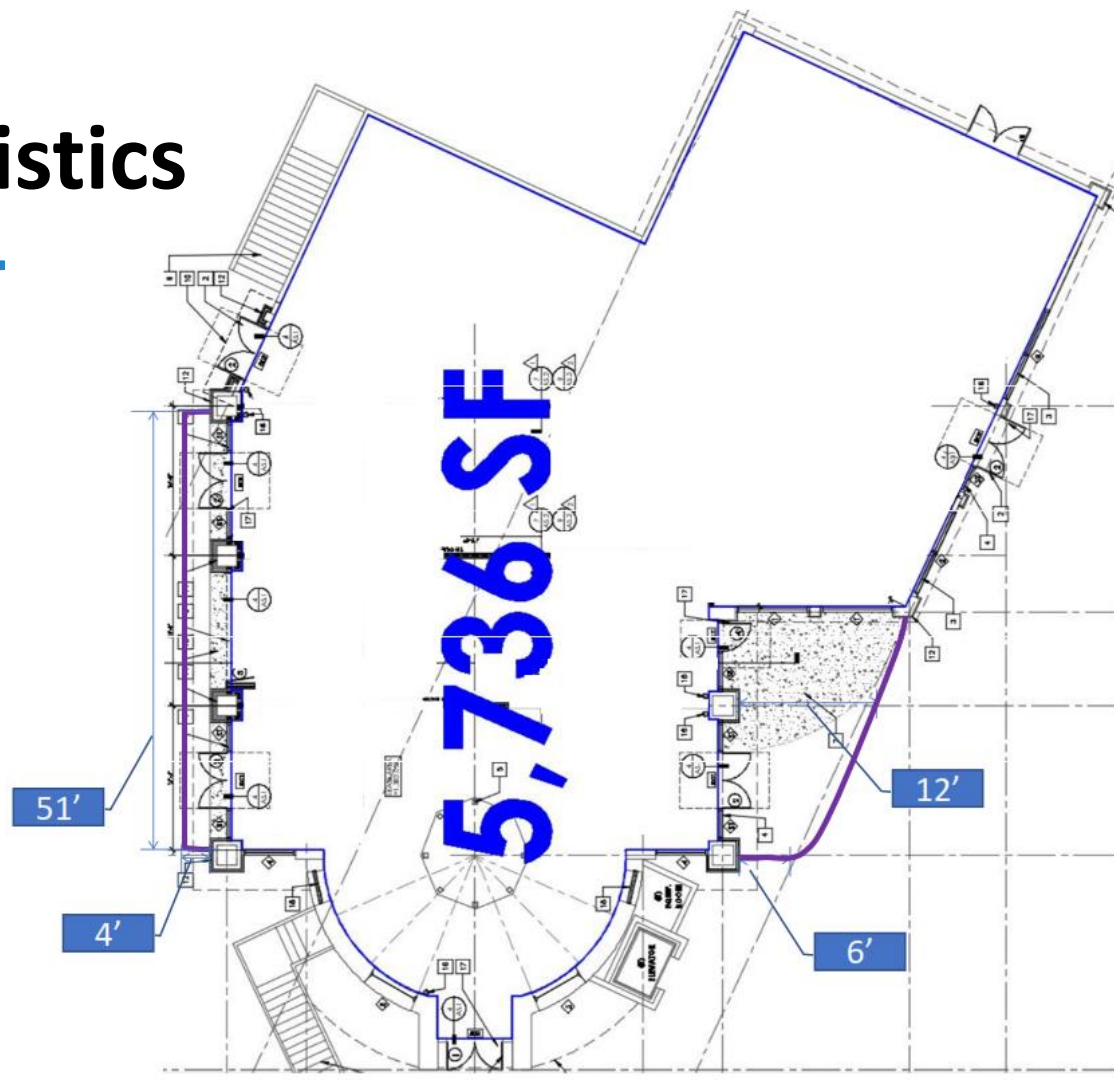


Architect's Renderings



Lease Characteristics

- 5,736 square feet interior space
- 367 square feet of patio space
- Rent will include:
 - Base Minimum Rent
 - CAM Fees
 - Promotional Fees
 - Trash Fees
 - Percentage Rent



Aarmark Beer Gardens, Inc.

- Aarmark Beer Gardens currently has four other restaurant locations:
 - Copenhagen Sausage Garden (Solvang)
 - SB Biertgarten (Santa Barbara)
 - Fire and Vice (Moorpark)
 - Fire and Vice (Santa Maria)
- Previously interviewed for another location in Harbor Village that was deemed too small. Interview panel was very impressed with business acumen, experience, and business plan.
 - Interview panel included independent participants: Economic Development Collaborative, Chamber of Commerce, and Visit Ventura.

Business Concept at Ventura Harbor

(As provided by Aarmark Beer Gardens, Inc.)

"Friends and family can leave their worries at the door in our state-of-the-art family entertainment center. We will offer a wide array of entertainment options for all ages featuring multi-sport simulators, Virtual Reality, retro arcade games, a stadium seating sports viewing and more.

We will complement our entertainment with an artisan food menu that will please even the pickiest of palates. Our food offerings include wood-fired pizza, artisan sausage, grass-fed burgers, salads, giant pretzels, a full kid's menu, plus some fun theme focused menu items.

For our adult patrons, we proudly offer top rated beers from around the world and a legendary wine list. Come for the food, stay for the fun! An experience like no other."



Ordinance 56: 6-Year Entertainment & Restaurant Lease w/3x 5-Year Options



1567 Spinnaker Drive, Suite #100
Aarmark Beer Gardens, Inc.

Next Steps

- If the Ordinance is adopted, District staff will work with existing tenant to terminate their current month-to-month lease with reasonable time to allow them to halt operations and move out.
- District staff have kept current tenant apprised of the potential new tenant.
- District's façade improvements:
 - Already permitted by City (including DRC).
 - District will perform public procurement.
 - Improvements will be performed prior to turning over suite.
- Concurrently, Aarmark Beer Gardens' Tenant Improvement plans are being developed and will require approval by Port District, City, and County.

Tenant Improvements & Finances

- Aarmark Beer Garden's business plan includes:
 - Tenant Improvements: architecture/design/permits, electrical, lighting, plumbing fixtures, kitchen hood, grease trap, bar buildout, signage, furniture, kitchen equipment, beer system, simulators, games, televisions, music system, security system, etc.
 - Total Investment estimated: \$651,500
- Performance and Payment Bonds will be required of the tenant for completion of the tenant improvements.
- District Legal Counsel has advised staff of sufficient available capital to perform the work and support the first six months of operations (per standard District requirements).



Aarmark Beer Gardens

Photos from other locations:



Fiscal Impact

- New lease reflects significant increase over rates from previous lease
- Achieves consistency with rental rates for other restaurant and entertainment spaces in Ventura Harbor Village
- No rent charged until September 1, 2023 or tenant obtains Certificate of Occupancy, whichever comes first.
- First 24 months after opening include a reduction in base rent while business establishes itself.
- District's façade improvements are in current year Capital Improvement Projects budget for \$725,000.
- Aarmark Beer Gardens anticipates an investment cost of \$651,500 in tenant improvements, furniture, fixtures, and equipment.
- Staff anticipate this lease will create new jobs, increased sales, property taxes, and increased visitation to Harbor Village

PUBLIC COMMUNICATION STANDARD AGENDA ITEM 1

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Approval of Fiscal Year 2020 – 2021 Audit

RECOMMENDATION

That the Board of Port Commissioners approve the acceptance of the Basic Financial Statements and Supplementary Information with Independent Auditor's Report for the Year Ended June 30, 2021, prepared by Clifton Larson Allen, LLP.

STANDARD AGENDA ITEM 2

Report by:
Gloria Adkins, Accounting Manager

PUBLIC COMMUNICATION STANDARD AGENDA ITEM 2

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Ventura Port District Public Workshop
Follow-up Presentation

RECOMMENDATION

That the Board of Port Commissioners:

- a) Receive and file the report from Management Partners for the Public Workshop held on December 4, 2021;
- b) Provide direction to staff regarding the Long-Term Goals and Five-Year Objectives; and
- c) Approve the minutes of the December 4, 2021 Public Workshop.

**STANDARD
AGENDA
ITEM
3**

Report by:

**Brian D. Pendleton, General Manager
John Bramble, Management Partners**

Ventura Port District Commission Meeting Presentation to Board January 19, 2022

Results of Workshop Held December 4, 2021





Present the results of the Board workshop



Review next steps



Commissioners

- Chris Stephens, Chairman
- Mike Blumenberg, Vice Chairman
- Brian Brennan, Secretary
- Everard Ashworth, Commissioner
- Jackie Gardena, Commissioner

Staff

- Brian Pendleton, General Manager
- Jessica Rauch, Clerk of the Board
- John Higgins, Harbormaster
- Jennifer Talt-Lundin, Marketing Manager
- Joe Gonzalez, Capital Projects Manager
- Todd Mitchell, Business Operations Manager

Stakeholders of the Port

- Nine individuals





Successful Workshop Conducted

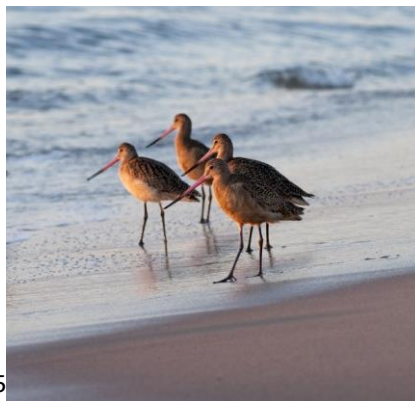
The **objectives** for the workshop were achieved:



Obtain public input regarding issues and challenges facing the Ventura Port District



Obtain initial Board input regarding annual priorities



Commissioners were unanimous in their views that the **3 themes** emerging from the workshop should be incorporated into every goal and objective that is established for the Port District.

Three Themes

- Achieve environmental sustainability
- Implement inclusionary practices by the Board
- Assure financial stability for the District





25 Year Goals Identified Through Table Discussions



- Create a unique experience and attraction at the Harbor
- Develop parcels
- Board advocates to be an effective political force
- Anticipate generational shifts related to interests
- Federal, state and local regulations that impact the Port
- Focus on Resources (energy and economics)
- Environmental sustainability and climate change
- Transportation within the Harbor and to the District
- Working waterfront for commercial fishing to thrive



5 Year Objectives

Identified Through Table Discussions



Attractions to Village and Port

Water taxis, geocaching, water show

Preparation of a Coastal Master Plan as it affects Harbor

Prepare a Development Master Plan

Prepare a Transportation Master Plan

Prepare an Environmental Sustainability Plan

Prepare an Infrastructure Master Plan

Develop a process to address regulatory issues for commercial partners

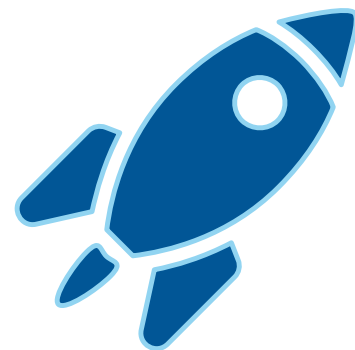
Bike Rack Items Identified for Future Discussions

-
- Discuss issues of homeless in the harbor with the City and County of Ventura
 - Finalize the mission statement (which will explain the purpose of the organization and why it exists)



Version 1: The Ventura Port District, home to the Channel Islands National Park, is committed to providing a safe and navigable harbor and an inviting and inclusive seaside destination with exceptional facilities, events and services that benefit the residents, visitors, fishers and boaters.

Version 2: The District is committed to providing a safe harbor that is an inviting and inclusive seaside destination with exceptional facilities for fishing, boating, residents and visitors.



Next Steps

- Board and Staff should review the **existing goals** and incorporate the **overriding themes** into the 25 Year Goals.
- The Board should consider the **proposed projects** and incorporate the **new objectives and priorities** into the 5-Year Objectives and Goals.
- Discuss **possible resolutions** to **homelessness** with the City and County of Ventura



Areas for special attention:



Commissioners need to build stronger relationship with the City and County



Seek other financial methods to construct infrastructure (especially projects to improve the district)



Clearly state objectives that will lead to greater inclusionary practices and climate resilience



Recommend Board members attendance at more resident/Harbor and Village meetings



Consider hiring a firm to assist with public relations and advertising



Finalize the mission statement for the Ventura Port District

Closing Comments

- From Commissioners
- From the General Manager



Ventura Port District Presentation to Board

Thank you!

John Bramble



PUBLIC COMMUNICATION STANDARD AGENDA ITEM 3

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Ventura Port District Update as it Relates to
COVID-19

RECOMMENDATION

That the Board of Port Commissioners receive an update on the status of COVID-19 in Ventura County.

**STANDARD
AGENDA
ITEM
4**

Report by:
Brian Pendleton, General Manager

PUBLIC COMMUNICATION STANDARD AGENDA ITEM 4

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VENTURA
PORT DISTRICT

Established 1952

ADJOURNMENT
NEXT MEETING FEBRUARY 2, 2022

Ventura Harbor

HOME OF THE CHANNEL ISLANDS NATIONAL PARK