



BOARD OF PORT COMMISSIONERS MEETING MAY 4, 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
May 4, 2022 Agenda**

**Approval of the Minutes of
the April 20, 2022
Regular Meeting**

**PUBLIC COMMUNICATION
ADMIN AGENDA
ITEMS NOT ON TODAY'S AGENDA**

00 : 03 : 00

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

ADMIN AGENDA

CONSENT AGENDA

A) Approval of Out-of-Town Travel Requests

B) Approval of an Amendment to Lease and Assignment and Assumption of Lease and Consent of Landlord for Health Minded, Corporation DBA Frenchies Modern Nail Care to Feel Good Beauty, Inc.

C) Approval of 2022 Lifeguard Services Contract

D) Award of Contract for Ventura Harbor Village Security Services

PUBLIC COMMUNICATION CONSENT AGENDA

00 : 03 : 00

**Presentation on Ventura Yacht Club Proposed
Dock Replacement Project**

RECOMMENDATION

That the Board of Port Commissioners receive a presentation from the Ventura Yacht Club on a proposed dock replacement project.

**STANDARD
AGENDA
ITEM
1**

**Report by:
Brian D. Pendleton, General Manager**

PUBLIC COMMUNICATION STANDARD AGENDA ITEM 1

00 : 03 : 00

Ventura Yacht Club Slip
Length Mix

Slip Length	A Dock	B Dock	C Dock	D Dock	E Dock	Total	Percent of Total [85]	
30	30					30	35%	59%
36		8		4		12	14%	
37			8			8	9%	
42		11		5	5	21	25%	41%
50		8		4		12	14%	
63				2		2	2%	
Totals	30	27	8	15	5	85		

End						
Tie	2	2	1		1	6
Length	68	83.8	43		46	

Ventura Yacht Club
B & D Docks



Unifloat® FRP Walers

Long Lasting. Modern Styling. FRP for Improved Marina Life.



Specifically designed for the Unifloat dock system, FRP walers from Bellingham Marine have a predicted 75+ year service life.



PUBLIC COMMUNICATION STANDARD AGENDA ITEM 1

00 : 03 : 00

**Presentation on Ventura Yacht Club Proposed
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**STANDARD
AGENDA
ITEM
1**

**Report by:
Brian D. Pendleton, General Manager**

**Adoption of Resolution No. 3450 Approving
the Revisions to the Ventura Port District
Procurement and Purchasing Policy**

RECOMMENDATION

That the Board of Port Commissioners adopt Resolution No. 3450 approving revisions to the Ventura Port District's Procurement and Purchasing Policy and rescind Resolution No. 3428.

**STANDARD
AGENDA
ITEM
2**

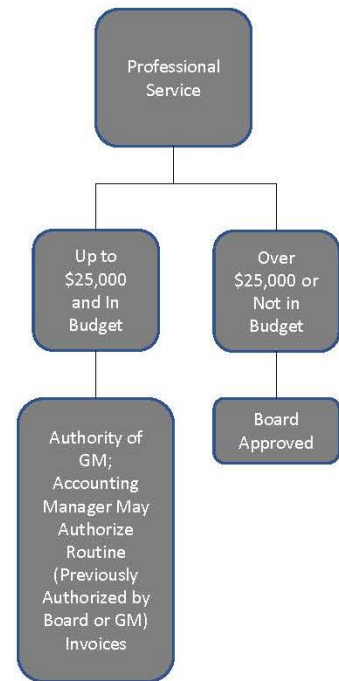
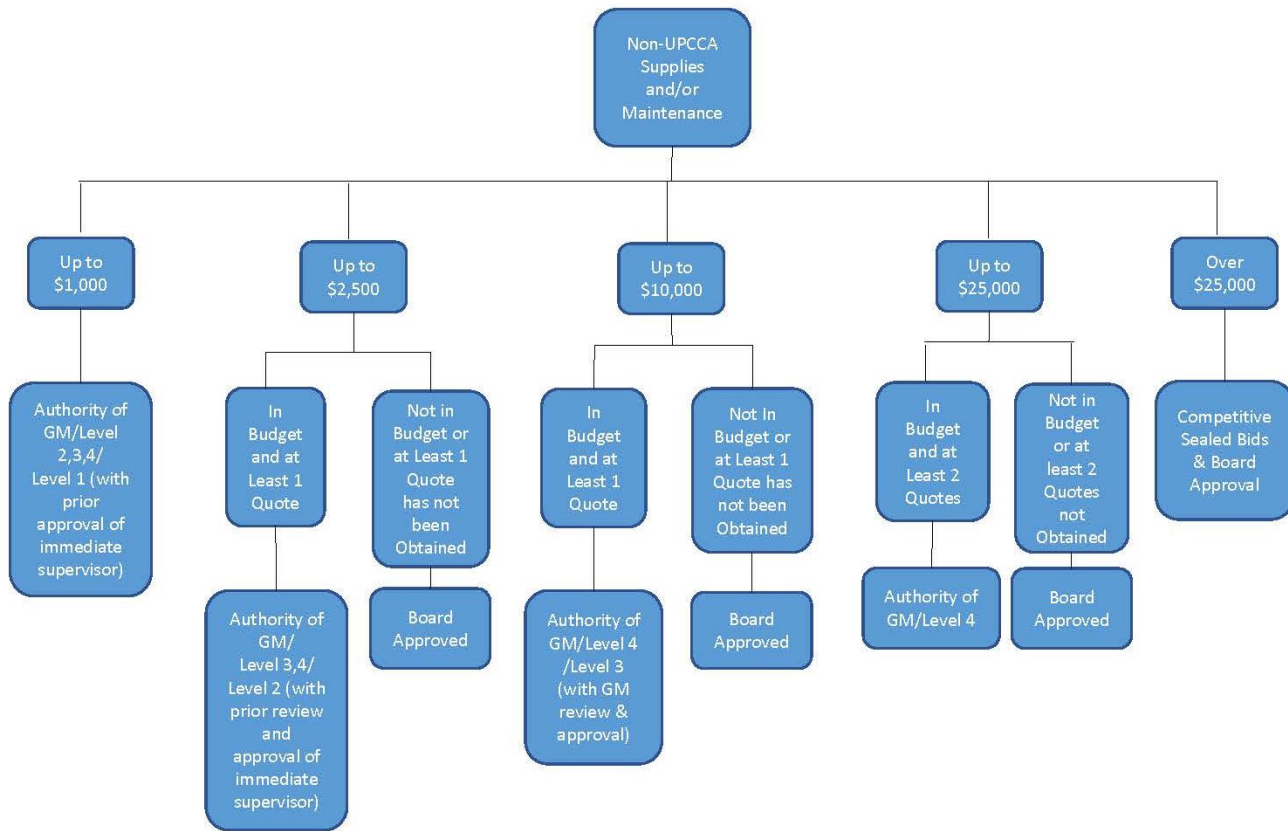
**Report by:
Todd Mitchell,
Sr. Business Operations Manager**

PUBLIC COMMUNICATION STANDARD AGENDA ITEM 2

00 : 03 : 00

ADDITION TO POLICY UNDER SOLE SOURCE PROCUREMENT

- (v) ***Grant Funded Approved Products and/or Vendors:*** Where a granting authority is providing funding for the procurement of products and/or services and the granting agency requires that those products and/or services must be selected from an approved list of products and/or vendors at the time of application, the District may procure the approved product and/or services provided that:
1. The grantor has approved the grant to the District;
 2. The products and/or services procured are from the grantor's approved products/services list; and
 3. That such procurements in excess of \$25,000 be approved by the Board of Port Commissioners



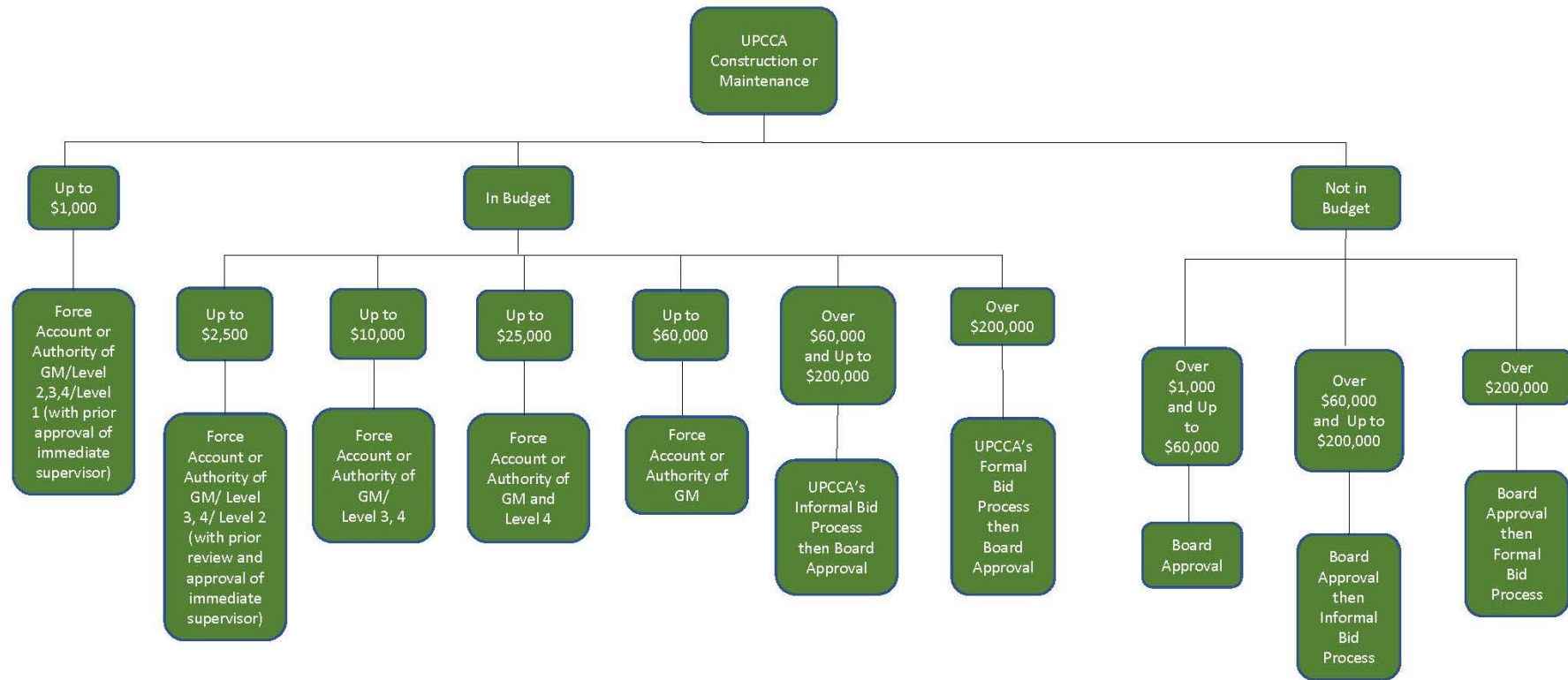


Exhibit "D"
Contractor Notice to Proceed

Project: _____ Job Code: _____

Project Manager: _____ Start Date: _____

Contract Ceiling: \$ _____

Budgeted Value (if applicable): \$ _____

Change Order Limit (10% of contract or total budget): \$ _____

_____ Confirmation of procurement in conformance with Procurement Policy thresholds

_____ Verification of contract signatures

_____ Receipt of Certificate of Insurance including Endorsement

Is this job subject to Prevailing Wage? _____

If yes, all of these apply:

_____ Verification of contractor and subcontractor DIR registration at time of bid award (fine of up to \$100/day for us up to \$10k)

_____ Verification of Contractors State License Board (CSLB) and Worker's Comp registration

_____ Verification of whether a PWC-100 must be filed:

- Maintenance projects over \$15,000
- All other construction work over \$25,000
- within 30 days of award of contract or by 1st day worked, whichever is sooner – unless emergency work, then 30 days or completion, whichever is earlier
- \$100/day fine for us for each day late

_____ Obtain Certified Payroll within first two weeks of job start:

- Review classification of workers
- Verify training contributions
- Travel & subsistence if applicable
- Fringe Benefit Forms

_____ District must file Notice of Completion for each prevailing wage project (note this would include dredging)

Comments (e.g. Special Exception for competitive bidding; Federally funded Project; Project was completed by using the Local Business Preference Program):

PUBLIC COMMUNICATION STANDARD AGENDA ITEM 2

00 : 03 : 00

PUBLIC COMMUNICATION STANDARD AGENDA ITEM 2

00 : 03 : 00

**Quarterly Update on the Ventura Port District
5-Year Objectives**

RECOMMENDATION

That the Board of Port Commissioners receive and file the quarterly update on the Ventura Port District 5-Year Objectives.

**STANDARD
AGENDA
ITEM
2**

**Report by:
Brian D. Pendleton, General Manager**

**Approval of the Procurement of 25 Electric
Vehicle Commercial Charging Stations from
SemaConnect**

RECOMMENDATION

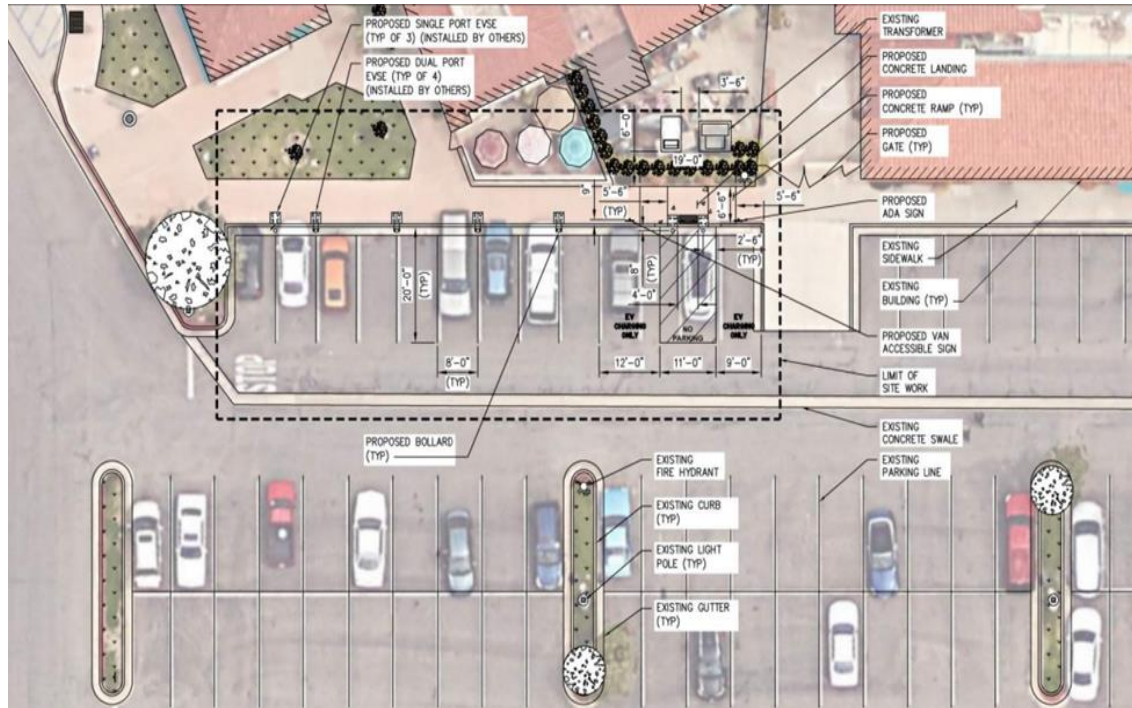
That the Board of Port Commissioners approve the procurement of 25 Electric Vehicle Commercial Charging Stations from SemaConnect for \$79,206.00.

**STANDARD
AGENDA
ITEM
3**

**Report by:
Todd Mitchell,
Sr. Business Operations Manager**

PUBLIC COMMUNICATION STANDARD AGENDA ITEM 3

00 : 03 : 00



EV CHARGING SITE PLAN FOR 1567 SPINNAKER DRIVE (11 EVC'S)

PUBLIC COMMUNICATION STANDARD AGENDA ITEM 3

00 : 03 : 00

**Approval of Changes to the 2022 Port
Commission Meeting Schedule**

RECOMMENDATION

That the Board of Port Commissioners approve the cancellation of the May 18, 2022 meeting and the addition of a June 29, 2022 meeting.

**STANDARD
AGENDA
ITEM
4**

**Report by:
Jessica Rauch, Clerk of the Board**

PUBLIC COMMUNICATION STANDARD AGENDA ITEM 4

00 : 03 : 00



VENTURA
PORT DISTRICT

Established 1952

ADJOURNMENT
NEXT MEETING JUNE 1, 2022

Ventura Harbor

HOME OF THE CHANNEL ISLANDS NATIONAL PARK