



BOARD OF PORT COMMISSIONERS MEETING NOVEMBER 16, 2022

Ventura Harbor
GATEWAY TO THE CHANNEL ISLANDS NATIONAL PARK

- Call to Order
- Pledge of Allegiance
- Roll Call

ADMIN AGENDA

ADMIN AGENDA

**Adoption of the
November 16, 2022 Agenda**

**Approval of the Minutes of
October 19, 2022
Regular Meetings**

PUBLIC COMMUNICATION ADMIN AGENDA ITEMS NOT ON TODAY'S AGENDA

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- Closed Session Report
- Board Communications
- Staff and General Manager Reports
- Proclamation Honoring John Collins

ADMIN AGENDA

CONSENT AGENDA

- A) Approval of a Professional Services Agreement with Rasmussen & Associates for Architectural Services
- B) Adoption of Resolution No. 3459 Accepting the Work of JTEC Corporation, Inc. for the Ventura Harbor Village Wayfinding Signage Project
- C) Approval of Second Amendment to a Professional Services Agreement with Rincon Consultants, Inc. for Dredging Support Services
- D) Quarterly Update on the Ventura Port District Five-Year Objectives

CONSENT AGENDA

E) Approval of 2023 Port Commission Meeting Schedule

F) Acceptance of Bid for the Procurement of Electric Vehicle Charging Units

G) Approval of New Office Lease Agreement with American Pacific Mortgage for 1583 Spinnaker Drive #213

PUBLIC COMMUNICATION CONSENT AGENDA

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Consideration of Ventura Harbor Parking Management Plan

RECOMMENDATION

That the Board of Port Commissioners:

- a) Authorize the General Manager to prepare in cooperation with the City of Ventura, a Ventura Harbor Parking Management Plan Agreement between the two parties for Spinnaker Drive.
- b) Authorize the General Manager to prepare all necessary applications for the Ventura Harbor Parking Management Plan including a Coastal Development Permit (CDP) to be submitted upon approval of the Ventura Harbor Parking Management Plan Agreement by both parties.

STANDARD AGENDA ITEM 1

Report by:
Brian D. Pendleton, General Manager
Scott Schell, ATE

VENTURA PORT DISTRICT PARKING MANAGEMENT PROGRAM SECOND REVIEW



Scott Schell

Associated
Transportation
Engineers



Brian Pendleton

Ventura Port
District

November 16, 2022

PROGRAM CHANGES

Draft plan was presented to the Board on September 21, 2022

Comments received from Board and Coastal Commission Staff

Draft plan has been modified based on comments

New Harbor Village Parking Management Program Summary

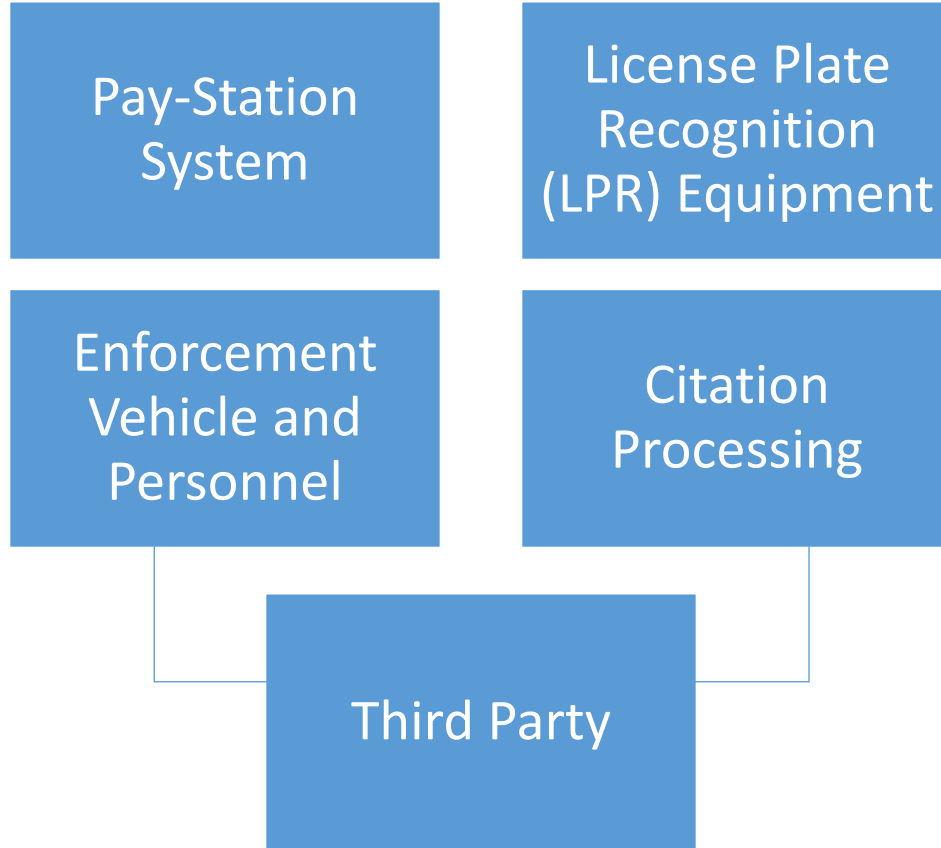
Parking Component	Friday-Sunday & Holidays	Monday-Thursday
Paid Parking Period	10 AM – 8 PM	Free Parking
Hourly Fee	\$1.00	
All Day Pass	\$8.00	
ADA Placard or Plates	Free or Pay	



HARBOR VILLAGE PARKING PERMITS

- Tenant & Employee Permit
 - Limited permits to encourage parking for guests and to encourage parking for employees at the Dolphin lot
- Boat Owner/Captain Permit
- Managed with pay-station system
- **Revised to include 400 permits annually
(Previously assumed 500 permits annually)**

PAY BY LICENSE PLATE COMPONENTS





SPINNAKER DRIVE CONSIDERATIONS

- Public street under the jurisdiction of the City of Ventura
- Coordination with the City will be required
- City staff indicated there may be ordinance changes required in order to charge on Spinnaker Drive
- Further Discussions with the City regarding the net revenue share for the Spinnaker Drive parking.

HARBOR VILLAGE PARKING MANAGEMENT PROGRAM

COSTS AND REVENUE PROJECTIONS

Component	Third-Party Vendor Option	
	Year 1	Years 1-3
Gross Revenue	\$1,228,660	\$3,805,980
Cost Estimate	\$469,866	\$1,108,249
Net Revenue	\$758,794	\$2,697,731

COASTAL COMMISSION STAFF COMMENTS ON NOVEMBER 15, 2022

Supportive of free parking Monday-Thursday

Paid parking on Spinnaker Drive?

Modified parking rates/hours at Beach Lots?

Signs at Ventura West Marina Lot (Harbor Cove Café)

Multimodal improvements

Proposed locations/design of parking kiosks

Survey responses – keep free parking/lower rates

RESPONSES TO COASTAL COMMISSION COMMENTS

- Free parking on Spinnaker Drive would create congestion and impact coastal access.
- Previous surveys showed an occupancy of above 85% on Spinnaker Drive.

Different parking structure in beach lots would create higher demands

Parking plan for Ventura West Marina Lot needs to be resolved – Harbor Cove parking vs Marina Tenant parking

Port District is seeking grants for multimodal improvements

Design and implementation of paid parking program to be further refined when vendor is hired

Goal of paid parking program to increase turn-over to maximize public access

NEXT STEPS

1

Finalize parking
management plan
components with the
Board

2

Coordinate with City
staff to develop joint
implementation
strategy and ordinance
changes for Spinnaker
Drive

3

Address comments and
submit application to
Coastal Commission staff
to receive a Coastal
Development Permit
(CDP)

4

Develop implementation
schedule



**Associated
Transportation Engineers**

Questions & Discussion



Ventura Port District

VEHICLES ENTERING HARBOR VILLAGE AREA

Day	Summer	Fall (75%)	Winter (65%)	Spring (80%)
Friday	3,226	2,420	2,097	2,581
Saturday	3,816	2,862	2,480	3,053
Sunday	3,825	2,869	2,486	3,060

Traffic Count Data

- Summer Volumes from 2021 Traffic Counts
- Fall, Winter, Spring counts from Skyfii camera count data for 2021

Traffic Adjustments for Revenue Projections

- 5% Reduction for vehicles using Marina Lot II, Turtle Lot, and Visitor Center.
- Traffic Volumes reduced for arrivals outside of 10 AM – 8 PM window
- Traffic volumes reduced by 250 permits per day

REVENUE PROJECTION AND PARKING DURATION ASSUMPTIONS

Revenue Estimate	
1 Hour	35%
2 Hours	40%
3 Hours	12%
4 Hours	5%
5 Hours	1%
6 Hours	1%
7 Hours	1%
8 Hours	0%
9 Hours	0%
10 Hours	0%
Day Pass	5%

PUBLIC COMMUNICATION STANDARD AGENDA ITEM 1

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**Nomination of a Ventura Local Agency Formation
Commissioner and Alternate Representing Special
Districts**

RECOMMENDATION

That the Board of Port Commissioners consider the nomination of one Special District Regular Member and one Special District Alternate Member for the Ventura LAFCo Commission.

STANDARD AGENDA ITEM 2

Report by:
Brian D. Pendleton, General Manager

PUBLIC COMMUNICATION STANDARD AGENDA ITEM 2

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**Adoption of Resolution No. 3460 Approving
Financial Statements and Checks for July 2022
through September 2022**

RECOMMENDATION

That the Board of Port Commissioners adopts Resolution No. 3460 to:

- a) Accept the financial statements for the Quarter ending September 30, 2022; and
- b) Review the payroll and regular checks for July through September 2022.

STANDARD AGENDA ITEM 3

Report by:
Gloria Adkins, Accounting Manager

PUBLIC COMMUNICATION STANDARD AGENDA ITEM 2

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**Rejection of Low Bid and Acceptance of Second Low
Bid for the Ventura Harbor Village ADA Restroom
Remodel at 1567, 1575, and 1691 Spinnaker Drive**

RECOMMENDATION

That the Board of Port Commissioners:

- a) Reject the low bid from Morton Construction in the amount of \$399,641; and
- b) Approve the second low bid from Tomar Construction, Inc. in the amount of \$727,000 for the Ventura Harbor Village ADA Restroom Remodel Project at 1567, 1575 and 1691 Spinnaker Drive.

STANDARD AGENDA ITEM 4

Report by:
Brian D. Pendleton, General Manager

PUBLIC COMMUNICATION STANDARD AGENDA ITEM 2

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VENTURA
PORT DISTRICT

Established 1952

ADJOURNMENT
NEXT MEETING DECEMBER 21, 2022

Ventura Harbor

GATEWAY TO THE CHANNEL ISLANDS NATIONAL PARK