

VENTURA PORT DISTRICT

BOARD OF PORT COMMISSIONERS MINUTES OF MAY 19, 2021



CLOSED SESSION

CALL TO ORDER:

The Ventura Board of Port Commissioners Regular Closed Session Meeting was called to order by Chairman Chris Stephens at 5:31PM at the Ventura Port District Administration Office, 1603 Anchors Way Drive, Ventura, CA 93001 and via Zoom meeting.

ROLL CALL:

Commissioners Present:

Chris Stephens, Chairman
Michael Blumenberg, Vice Chairman
Brian Brennan, Secretary via teleconference
Jackie Gardina via teleconference
Everard Ashworth via teleconference

Commissioners Absent:

None.

Port District Staff:

Brian Pendleton, General Manager
Todd Mitchell, Business Operations Manager
Jessica Rauch, Clerk of the Board

Legal Counsel:

Andy Turner via teleconference

PUBLIC COMMUNICATIONS: Aaron Runnings of Aarmark Beer Gardens, Gillian, John and Tom Conway of Deep Sea by Conway Family Wines and, John and Michelle Kimball and Stephanie Namuo of Hula's Island Grill spoke about their concepts for 1591 Spinnaker Drive #114/115. Kat Jones introduced herself and is prepared to take over the sublease of the Fisherman's Storage Yard.

CONVENED TO CLOSED SESSION AT 5:47PM.

ADJOURNMENT: Closed Session was adjourned at 6:43PM.

OPEN SESSION

ADMINISTRATIVE AGENDA:

CALL TO ORDER:

The Ventura Board of Port Commissioners Regular Open Session Meeting was called to order by Chairman Chris Stephens at 7:00PM at the Ventura Port District Administration Office, 1603 Anchors Way Drive, Ventura, CA 93001 and via Zoom Meeting.

PLEDGE OF ALLEGIANCE: By Chairman Chris Stephens.

ROLL CALL:

Commissioners Present:

Chris Stephens, Chairman
Michael Blumenberg, Vice Chairman
Brian Brennan, Secretary via teleconference
Jackie Gardina via teleconference
Everard Ashworth via teleconference

Commissioners Absent:

None.

Port District Staff:

Brian Pendleton, General Manager
Todd Mitchell, Business Operations Manager
Jessica Rauch, Clerk of the Board
John Higgins, Harbormaster via teleconference
Gloria Adkins, Accounting Manager via teleconference
Dave Werneburg, Marina Manager via teleconference
Jennifer Talt-Lundin, Marketing Manager via teleconference
Sergio Gonzalez, Maintenance Supervisor via teleconference

Legal Counsel:

Andy Turner via teleconference

ADOPTION OF AGENDA

ACTION: Commissioner Brennan moved to adopt the May 19, 2021 agenda.

Commissioner Gardina seconded. The vote was as follows:

AYES: Commissioners Stephens, Brennan, Gardina, Ashworth, Blumenberg
NOES: None.

Motion carried 5-0.

APPROVAL OF MINUTES

The Minutes of the May 5, 2021 Regular Meeting were considered as follows:

ACTION: Commissioner Brennan moved to approve the minutes of the May 5, 2021 Regular Meeting.

Commissioner Ashworth seconded. The vote was as follows:

AYES: Commissioners Stephens, Brennan, Gardina, Ashworth, Blumenberg
NOES: None.

Motion carried 5-0.

PUBLIC COMMUNICATIONS: Michael Wagner, owner of Andria's Seafood, submitted written comment regarding including master tenants and subtenants in marketing efforts. Written comment is posted on the District's website.

CLOSED SESSION REPORT: Mr. Turner stated that the Board met in closed session; discussed and reviewed all items on the closed session agenda. The Board gave direction to staff as to how to proceed. No action was taken that is reportable under The Brown Act.

BOARD COMMUNICATIONS: None.

STAFF AND GENERAL MANAGER REPORTS: Mr. Pendleton highlighted many of the ongoing projects described in the facilities report.

LEGAL COUNSEL REPORT: None.

CONSENT AGENDA:

A) Approval of Amendment to the Retail Lease Agreement for Ghassan Trad and Wafaa Alwarda dba Harbor Market & Liquor

Recommended Action: Roll Call Vote.

That the Board of Port Commissioners approve an Amendment to the Retail Lease between the Ventura Port District dba Ventura Harbor Village and Ghassan Trad and Wafaa Alwarda dba Harbor Market & Liquor for the premises located at 1559 Spinnaker Drive #104.

PUBLIC COMMENT: None.

ACTION: Commissioner Ashworth moved to approve an Amendment to the Retail Lease between the Ventura Port District dba Ventura Harbor Village and Ghassan Trad and Wafaa Alwarda dba Harbor Market & Liquor for the premises located at 1559 Spinnaker Drive #104.

Commissioner Gardina seconded. The vote was as follows:

AYES: Commissioners Stephens, Brennan, Gardina, Ashworth, Blumenberg
NOES: None.

Motion carried 5-0.

B) Approval of Option to Silhouettes Retail Lease Agreement

Recommended Action: Roll Call Vote.

That the Board of Port Commissioners authorize the General Manager to approve the Option to Retail Lease Agreement between the Ventura Port District dba Ventura Harbor Village and Anne Trainoff DBA Silhouettes Salon for the premises located at 1591 Spinnaker Drive #117B, consisting of 761 square feet.

PUBLIC COMMENT: None.

ACTION: Commissioner Ashworth moved to authorize the General Manager to approve the Option to Retail Lease Agreement between the Ventura Port District dba Ventura Harbor Village and Anne Trainoff DBA Silhouettes Salon

for the premises located at 1591 Spinnaker Drive #117B, consisting of 761 square feet.

Commissioner Gardina seconded. The vote was as follows:

AYES: Commissioners Stephens, Brennan, Gardina, Ashworth, Blumenberg
NOES: None.

Motion carried 5-0.

C) Approval of Change Orders for the Fisherman's Storage Containers Procurement

Recommended Action: Roll Call Vote.

That the Board of Port Commissioners approve two change orders for the procurement of the Fisherman's Storage Containers with Container Alliance in the amount of \$8,366.52 and \$6,435.78 for a total of \$14,802.30.

PUBLIC COMMENT: None.

ACTION: Commissioner Ashworth moved to approve two change orders for the procurement of the Fisherman's Storage Containers with Container Alliance in the amount of \$8,366.52 and \$6,435.78 for a total of \$14,802.30.

Commissioner Gardina seconded. The vote was as follows:

AYES: Commissioners Stephens, Brennan, Gardina, Ashworth, Blumenberg
NOES: None.

Motion carried 5-0.

STANDARD AGENDA:

1) Approval of Notice of Proposed Ordinance for a New Office Lease Agreement with Options for Andria's Seafood Specialties dba Andria's Seafood Restaurant

Recommended Action: Roll Call Vote.

That the Board of Port Commissioners adopt Resolution No. 3416 authorizing the Ventura Port District to publish a Notice of Proposed Ordinance for a new approximately 5-year Office Lease Agreement with three (3) five (5) year options (for a total of approximately 20 years) between the Ventura Port District dba Ventura Harbor Village and Andria's Seafood Specialties dba Andria's Seafood Restaurant in a newspaper of general circulation.

Report by Brian D. Pendleton, General Manager.

PUBLIC COMMENT: None. Closed at 7:11PM.

ACTION: Commissioner Brennan moved to adopt Resolution No. 3416 authorizing the Ventura Port District to publish a Notice of Proposed Ordinance for a new approximately 5-year Office Lease Agreement with three (3) five (5) year options (for a total of approximately 20 years) between the Ventura Port District dba Ventura Harbor Village and Andria's Seafood Specialties dba Andria's Seafood Restaurant in a newspaper of general circulation.

Commissioner Gardina seconded. The vote was as follows:

AYES: Commissioners Stephens, Brennan, Gardina, Ashworth, Blumenberg
NOES: None.

Motion carried 5-0.

2) FY2021 – 2022 Budget Study Session

Recommended Action: Informational.

That the Board of Port Commissioners conduct a FY21–22 Budget Study Session and provide direction to the General Manager in preparation of the forecasted preliminary budget and five-year capital improvement plan.

Report by Gloria Adkins, Accounting Manager, Brian D. Pendleton, General Manager and Todd Mitchell, Business Operations Manager.

PUBLIC COMMENT: None. Closed at 7:43PM.

ACTION: The Board of Port Commissioners received a presentation on the forecasted preliminary budget and five-year capital improvement plan for Fiscal Year 2021-2022 and provided feedback for the next phase.

3) Approval of Amendment No. 1 to the Employment Agreement for General Manager

Recommended Action: Roll Call vote.

That the Board of Port Commissioners approve and authorize the Chair to sign Amendment No. 1 to the “At Will Employment Agreement for General Manager”, dated May 1, 2019, increasing the annual base salary to \$197,084 and granting a one-time payment of \$5,000 to General Manager Brian Pendleton.

Report by Chairman Chris Stephens.

PUBLIC COMMENT: Sam Sadove asked if other staff will be receiving increases and to clarify what the \$5,000 is for.

ACTION: Commissioner Ashworth moved to approve and authorize the Chair to sign Amendment No. 1 to the “At Will Employment Agreement for General Manager”, dated May 1, 2019, increasing the annual base salary to \$197,084 and granting a one-time payment of \$5,000 to General Manager Brian Pendleton.

Vice-Chairman Blumenberg seconded. The vote was as follows:

AYES: Commissioners Stephens, Brennan, Gardina, Ashworth, Blumenberg
NOES: None.

Motion carried 5-0.

4) Ventura Port District Operations Update as it Relates to COVID-19

Recommended Action: Informational. (Verbal Report)

That the Board of Port Commissioners receive an update on:

- a) The COVID-19 Ventura Harbor Rental Abatement and Deferment Program; and,
- b) Status of Ventura Port District operations.

Report by Brian D. Pendleton, General Manager.

PUBLIC COMMENT: None.

ACTION: The Board of Port Commissioners received an update on COVID-19 related items.

ADJOURNMENT: The meeting was adjourned at 8:20PM.

The June 2, 2021 meeting is cancelled. The next meeting is Wednesday, June 16, 2021.



Brian Brennan, Secretary