



VENTURA PORT DISTRICT BOARD OF PORT COMMISSIONERS

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

Brian Pendleton, General Manager
Todd Mitchell, Business Operations Manager
Andy Turner, Legal Counsel
Jessica Rauch, Clerk of the Board

Management Partners
John Bramble, Special Advisor
Julie Hernandez, Senior Management Advisor

**PORT COMMISSION AGENDA
SPECIAL WORKSHOP MEETING
SATURDAY, SEPTEMBER 14, 2019
1:00PM – 5:00PM
VENTURA BEACH MARRIOTT
Salon III
2055 E HARBOR BLVD
VENTURA, CA 93001**

CALL TO ORDER: *By Chairman Chris Stephens.*

PLEDGE OF ALLEGIANCE: *By Chairman Chris Stephens.*

ROLL CALL: *By the Clerk of the Board.*

ADOPTION OF AGENDA

Consider and approve, by majority vote, minor revisions to agenda items and/or attachments and any item added to or removed/continued from the Port Commission's agenda. Administrative Reports relating to this agenda and materials related to an item on this agenda submitted after distribution of the agenda packet are available for public review at the Port District's office located at 1603 Anchors Way Drive, Ventura, CA during business hours as well as on the District's website - www.venturaharbor.com. Each item on the agenda shall be deemed to include action by an appropriate motion, resolution or ordinance to take action on any item.

WORKSHOP – PORT COMMISSION GOAL SETTING

1. Welcome by Chairman, Chris Stephens (5 minutes)
2. Comments by General Manager, Brian Pendleton (5 minutes)
3. Introductions and Review of Agenda (5 minutes)
4. Review of Accomplishments and Contributing Factors (15 minutes)

5. Public Comment: Opportunity to present ideas for goals and projects for the Commission to consider. (40 minutes)
6. Board's Vision for the Future (Two to Five Year Goals) (1.5 hours)
7. Discussion on Methods to Communicate with Commissioners, Staff and Stakeholders (40 minutes)
8. Wrap up and Next Steps (25 minutes)

ADJOURNMENT

*This agenda was posted on Friday, September 6, 2019 by 5:00PM at the Port District Office
and online at www.venturaharbor.com - Port District Business - Meetings and Agendas.*

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In compliance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting, please contact the Ventura Port District at (805) 642-8538. Notification 48 hours before the meeting will enable the District to make reasonable arrangements to ensure accessibility. (28 CFR 35.102.35.104 ADA Title II)

**VENTURA PORT DISTRICT
BOARD COMMUNICATION**

WORKSHOP STAFF REPORT
Meeting Date: September 14, 2019

TO: Board of Port Commissioners
FROM: Brian D. Pendleton, General Manager
SUBJECT: Ventura Port District Goal Setting Workshop

RECOMMENDATION:

That the Board of Port Commissioners hold a Goal Setting Workshop that will focus on developing two to five-year goals and improving communications between the Board, staff and stakeholders.

SUMMARY:

The Board provided direction to the General Manager to conduct a Goal Setting Workshop within six months of his appointment.

BACKGROUND:

The District entered into a Professional Services Agreement with Management Partners (MP) to facilitate the September 14, 2019 Goal Setting Workshop. Management Partners is a professional management consulting firm specializing in helping government organizations improve their operations for more than 20 years. They identify problems and best practices that reveal ways to improve operations and take pride in delivering a quality product designed for implementation.

Founded in 1994, MP has a proven track record providing clients with professional expertise in all aspects of local government management. Because their staff includes leaders and managers with practical experience in all aspects of local government operations, their clients are able to benefit from this knowledge. As consultants, they are committed to first-rate staff work for every single engagement.

MP has a management bias and a practical bent, qualities that are reflected in the way they approach their assignments. Their client list includes many large cities and counties as well as small cities, counties, villages, towns and townships throughout the United States. They assist special districts of all types as well as public schools and community colleges. For more information on the company, visit <https://www.managementpartners.com/>. John Bramble, Special Advisor will be the facilitator for the workshop, assisted by Julie Hernandez who will serve as flipchart recorder. Their biographies are attached.

Staff has conducted outreach efforts to the District's Master and Village tenants, City Council and executive staff, Chamber of Commerce, Downtown Ventura Partners, Ventura Visitors and Convention Bureau, the Keys Neighborhood Association, Pierpont Neighborhood Council, commercial fishing community and VSE stakeholders.

As background information for the Goal Setting Workshop the District's mission statement and long-term goals include:

Ventura Port District Mission Statement

The Ventura Port District, home to the Channel Islands National Park, provides a safe and navigable harbor and a seaside destination that benefits residents, visitors, fishermen and boaters to enjoy Ventura Harbor's exceptional facilities, events and services.

Ventura Port District Goals

The District will provide a rewarding and vibrant coastal marine experience to our residents and visitors through efficient and timely execution of these District Goals.

- 1) Maintain and enhance a safe and navigable harbor by:
 - A. Securing funding for dredging the Harbor entrance through the Army Corps of Engineers in coordination with agencies and our elected officials;
 - B. Dredging the Inner Harbor and preserving infrastructure;
 - C. Providing superior Harbor Patrol, Maintenance, and related District services;
 - D. Preserving and enhancing infrastructure, equipment and facilities for a modernized, efficient and safe working harbor.
- 2) Support and promote commercial and recreational boating and fishing.
- 3) Increase economic development, vitality, and diversity of the District through effective leasing and marketing strategies.
- 4) Promote sustainable use of our natural environment through business practices and programs designed in concert with our tenants, educators, agencies, and interest groups.
- 5) Build respectful, productive, and mutually beneficial business relationships with our tenants, public agencies, elected officials and the community.
- 6) Provide exceptional public service and transparency at all levels within the organization through effective leadership, training, mentoring, and oversight. This promotes accountability, increased public trust, and a more efficient, effective and public focused organization.

Additionally, the District prioritizes programs and projects through adoption of an annual budget and related 5-year Capital Improvement Plan. The District adopted the FY19-20 budget on June 19, 2019 which can be viewed at <https://venturaharbor.com> – Port District Business – Transparency Reports.

As a follow-up to the Goal Setting Workshop, Management Partners will prepare a report that will be provided to the District and be presented at a subsequent Board meeting for Commission consideration.

FISCAL IMPACT:

Funding in the amount \$11,000 has been included in the FY19-20 budget to conduct a District Goal Setting Workshop.

ATTACHMENTS:

Attachment 1 – Management Partners Facilitation Team

Attachment 2 – Goal Setting Workshop Flyer

ATTACHMENT 1

Management Partners Facilitation Team

John Bramble, Special Advisor, has gained his expertise in local government management, organization development, budget planning, financial forecasting/planning, operational analysis and coaching during his 44 years of experience in local government. Prior to joining Management Partners, he held executive positions in eight cities plus served as a County Administrator for one of the 10 largest counties in Colorado. John served as the City Manager for Merced California, Interim City Manager for Atwater California; City Manager for three cities in Colorado and City Manager in Bell California, Assistant City Manager/Finance Director in Belmont California, Director of Budget and Management Services for the City of Las Vegas Nevada and with the Public Works Department in Salem Oregon where he started his career. He has assisted the California cities of Santa Fe Springs, Tulare, Pleasanton, Walnut Creek and Laguna Beach since joining Management Partners.

Julie C.T. Hernandez, Senior Management Advisor, joined Management Partners in 2004 after almost 20 years in California local government management. She is a skilled facilitator and assists with organizational assessments. Prior to joining Management Partners, she was senior management analyst for economic development, redevelopment, CDBG, and public information and outreach in Moorpark, the most affluent and fastest growing city in Ventura County. Earlier, Julie was assistant city manager of Santa Paula and, for 10 years, worked in positions of increasing responsibility in the City of Oxnard. During her career, Julie acquired skills and knowledge in budget and management analysis, organizational and process review, organizational development, team building, strategic planning, public works, development services, enterprise fund management, rate/fee studies, personnel and labor relations, risk management, information systems, public information and outreach (including civic engagement and outreach to diverse populations), city clerk operations, economic development and redevelopment, and property management.

VENTURA PORT DISTRICT

You are invited to participate at a Goal Setting Workshop!

Board of Port Commissioners:

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

Brian D. Pendleton, General Manager

Facilitators:

John Bramble, Special Advisor
Julie Hernandez, Senior Management
Advisor
Management Partners



VENTURA
PORT DISTRICT
Established 1952

**VENTURA PORT
DISTRICT**

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Marriott Ventura Beach Salon III
Saturday, September 14, 2019
1:00PM to 5:00PM

Light refreshments to be provided.

The Goal Setting Workshop will focus on
establishing short-term goals
(2 to 5 years) for the Port District
and improving communications between
the Board, staff and stakeholders.

Agenda to be posted on the District's website by
Saturday, September 7th.

Mission Statement

The Ventura Port District, home to the Channel
Islands National Park, provides a safe and
navigable harbor and a seaside destination that
benefits residents, visitors, fishermen and
boaters to enjoy Ventura Harbor's exceptional
facilities, events and services.