

VENTURA PORT DISTRICT

BOARD OF PORT COMMISSIONERS MINUTES OF JANUARY 22, 2020



CLOSED SESSION

CALL TO ORDER:

The Ventura Board of Port Commissioners Regular Closed Session Meeting was called to order by Chairman Chris Stephens at 5:32PM at the Ventura Port District Administration Office, 1603 Anchors Way Drive, Ventura, CA 93001.

ROLL CALL:

Commissioners Present:

Chris Stephens, Chairman
Brian Brennan, Vice Chairman (arrived at 6:07PM)
Jackie Gardina, Secretary
Everard Ashworth
Michael Blumenberg

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
Elsa Sham

PUBLIC COMMUNICATIONS: Andres Fernandez, owner of the Ventura Harbor Comedy Club, 805 Grilled Cheese and Copa Cubana reported that his partner for the Comedy Club is leaving the operation and he would like the Commission to allow staff to work with him on getting current with his rent for all his businesses and negotiate new leases.

CONVENED TO CLOSED SESSION AT 5:40PM.

ADJOURNMENT: Closed Session was adjourned at 7:04PM.

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 7:09PM at the Ventura Port District Administration Office, 1603 Anchors Way Drive, Ventura, CA 93001.

PLEDGE OF ALLEGIANCE: By Commissioner Brennan.

ROLL CALL:

Commissioners Present:

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

Commissioners Absent:

None

Port District Staff:

Brian Pendleton, General Manager
Todd Mitchell, Business Operations Manager
Gloria Adkins, Accounting Manager
Dave Werneburg, Marina Manager
John Higgins, Harbormaster
Robin Baer, Property Manager
Jennifer Talt-Lundin, Marketing Manager
Richard Parsons, Consultant
Jessica Rauch, Clerk of the Board

Legal Counsel:

Andy Turner
Elsa Sham

ADOPTION OF AGENDA

ACTON: Commissioner Brennan moved, seconded by Commissioner Gardina and carried by a vote of 5-0 to adopt the January 22, 2020 agenda, pulling Consent Item D to the Standard Agenda.

APPROVAL OF MINUTES

The Minutes of the December 18, 2019 Regular Meeting were considered as follows:

ACTION: Commissioner Brennan moved, seconded by Commissioner Gardina and carried by a vote of 5-0 to approve the December 18, 2019 Regular Meeting Minutes.

PUBLIC COMMUNICATIONS: Sam Sadove, owner of Ventura Harbor Marina and Yacht Yard, commented on the rental prices for the Portside development units.

CLOSED SESSION REPORT: Mr. Turner stated that the Board met in closed session; discussed and reviewed all items on the closed session agenda. Staff was given instructions on how to proceed as appropriate on these matters and there was no action taken that is reportable under The Brown Act.

BOARD COMMUNICATIONS: Commissioner Gardina spoke to a resident at Ventura West Marina who recommended watching the Netflix documentary "A Plastic Ocean;" she recommended everyone watch it and asked if the Harbor could be doing more to decrease its use of plastic. Commissioner Blumenberg

reported that his company holiday party at the Boatyard Pub turned out great. Commissioner Brennan reported on the CMANC Winter Meeting.

DEPARTMENTAL AND GENERAL MANAGERS REPORTS: Mr. Parsons gave a dredging update. Mr. Mitchell reported on the CMANC Winter Meeting. Mr. Pendleton reported on the minor tornado that hit the Harbor on Christmas night.

LEGAL COUNSEL REPORT: None.

The Port Commission adjourned and convened as the Board of Directors of the Ventura Port District Public Facilities Corporation at 7:27PM.

The Board of Directors of the Ventura Port District Public Facilities Corporation adjourned and reconvened the Regular Meeting of the Ventura Port District Board of Port Commissioners at 7:34PM.

CONSENT AGENDA:

A) Approval of Out of Town Travel Requests

Recommended Action: Voice Vote.

That the Board of Port Commissioners approve the following out of town travel requests for:

- A) Property Manager, Robin Baer to attend the Entertainment Experience Evolution in Los Angeles, CA; and,
- B) Marketing Manager, Jennifer Talt-Lundin to attend the Adventure and Travel Consumer Show in Denver, CO and the Visit California Outlook Forum Conference in San Diego, CA.

Public Comment: Michael Wagner, owner of Andria's Seafood does not agree with sending the Marketing Director to Denver.

ACTION: Commissioner Brennan moved, seconded by Commissioner Blumenberg and carried by a vote of 5-0 to approve the out of town travel requests for Property Manager, Robin Baer to attend the Entertainment Experience Evolution in Los Angeles, CA; and Marketing Manager, Jennifer Talt-Lundin to attend the Adventure and Travel Consumer Show in Denver, CO and the Visit California Outlook Forum Conference in San Diego, CA.

B) New Office Lease Agreement for Jennifer Shook and Gilbert Esquivel

Recommended Action: Voice Vote.

That the Board of Port Commissioners approve a new Office Lease Agreement between the Ventura Port District dba Ventura Harbor Village and Jennifer Shook and Gilbert Esquivel for the premises located at 1567 Spinnaker Drive #204 consisting of a total of 880 square feet for a two (2) year term with a two (2) year option.

ACTION: Commissioner Brennan moved, seconded by Commissioner Blumenberg and carried by a vote of 5-0 to approve a new Office Lease Agreement between the Ventura Port District dba Ventura Harbor Village and Jennifer Shook and Gilbert Esquivel for the premises located at 1567 Spinnaker Drive #204 consisting of a total of 880 square feet for a two (2) year term with a two (2) year option.

C) New Retail Lease Agreement for Polski Styl, LLC dba Anja's Boutique

Recommended Action: Voice Vote.

That the Board of Port Commissioners approve a new Retail Lease Agreement between the Ventura Port District dba Ventura Harbor Village and Polski Styl, LLC dba Anja's Boutique for the premises located at 1591 Spinnaker Drive #113 consisting of a total of 787 square feet for a two (2) year term with a two (2) year option.

ACTION: Commissioner Brennan moved, seconded by Commissioner Blumenberg and carried by a vote of 5-0 to approve a new Retail Lease Agreement between the Ventura Port District dba Ventura Harbor Village and Polski Styl, LLC dba Anja's Boutique for the premises located at 1591 Spinnaker Drive #113 consisting of a total of 787 square feet for a two (2) year term with a two (2) year option.

D) Acceptance of \$70,000 Surrendered and Abandoned Vessel Exchange (SAVE) Grant

Recommended Action: Voice Vote.

That the Board of Port Commissioners adopt Resolution No. 3384 accepting a \$70,000 Surrendered and Abandoned Vessel Exchange (SAVE Contract# C19S0607) offered by the California Division of Boating and Waterways.

This item was pulled from the Consent Agenda.

Report by Harbormaster, John Higgins.

ACTION: Commissioner Ashworth moved, seconded by Commissioner Blumenberg and carried by a vote of 5-0 to adopt Resolution No. 3384 accepting a \$70,000 Surrendered and Abandoned Vessel Exchange (SAVE Contract# C19S0607) offered by the California Division of Boating and Waterways.

STANDARD AGENDA:

1) Approval of Updated Board of Port Commissioners Protocols and Policies Manual

Recommended Action: Voice Vote.

That the Board of Port Commissioners approve updates to the Board of Port Commissioners Protocols and Policies Manual.

Report by Jessica Rauch, Clerk of the Board.

Public Comment: Sam Sadove, owner of Ventura Harbor Marina and Yacht Yard, commented that "future agenda items" should be kept for the public, Section 3.5.2 – "should" to "shall", Section 2.4.8 – seems like the Commission is encumbering themselves; and Section 3.6 – be a little more clear on what excessive means.

ACTION: Commissioner Blumenberg moved, seconded by Commissioner Brennan and carried by a vote of 5-0 to approve updates to the Board of Port Commissioners Protocols and Policies Manual, with the following changes:

- Pg. 8 – Section 3.4 Board Liaisons

3.4 Board Liaisons

Board Liaison appointments can be raised by any commissioner, and will follow the procedure of "Future Agenda Items," by getting consensus then bringing it back at a future meeting for approval. When such appointment(s) is raised, it must be formally approved by the Commission at a noticed public meeting.

- Pg. 8 – Section 3.5.2 Social Gatherings
3.5.2 Social Gatherings
A quorum of the Board may attend or participate in social gatherings or other similar events. However, even when meeting socially, Commissioners ~~should~~ **shall** not discuss District business, or the gathering could be deemed a meeting under the Brown Act.
- Pg. 11 – Request for Future Agenda Items – DELETE

2) Ventura Port District Goals and 5-Year Objectives

Recommended Action: Voice Vote.

That the Board of Port Commissioners approve the Ventura Port District 5-Year Objectives.

Report by Brian Pendleton, General Manager and Todd Mitchell, Business Operations Manager.

Public Comment: Michael Wagner, owner of Andria's Seafood, commented on the long-term goals.

ACTION: The Board of Port Commissioners asked staff to come back to the Board in February incorporating their feedback into the five-year goals and objectives.

ADJOURNMENT: The meeting was adjourned at 8:45PM.

The next meeting is Wednesday, February 5, 2020.



Jackie Gardina, Secretary