

# VENTURA PORT DISTRICT

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## BOARD OF PORT COMMISSIONERS MINUTES OF JANUARY 6, 2021

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### CLOSED SESSION

#### **CALL TO ORDER:**

The Ventura Board of Port Commissioners Regular Closed Session Meeting was called to order by Chairman Chris Stephens at 6:30PM 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  
Brian Brennan, Vice Chairman via teleconference  
Jackie Gardina, Secretary via teleconference  
Everard Ashworth via teleconference  
Michael Blumenberg 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  
Elsa Sham via teleconference

**PUBLIC COMMUNICATIONS:** Sam Sadove recommended that staff should send out a notice to tenants about what is occurring at Brophy's.

**CONVENED TO CLOSED SESSION AT 6:33PM.**

**ADJOURNMENT:** Closed Session was adjourned at 6:55PM.

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### 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 Business Operations Manager, Todd Mitchell.

**ROLL CALL:**

**Commissioners Present:**

Chris Stephens, Chairman  
Michael Blumenberg, Vice Chairman via teleconference  
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  
Dave Werneburg, Marina Manager via teleconference  
Joe Gonzalez, Capital Improvements Manager via teleconference  
Jennifer Talt-Lundin, Marketing Manager via teleconference  
Gloria Adkins, Accounting Manager via teleconference

**Legal Counsel:**

Andy Turner via teleconference  
Elsa Sham via teleconference

**ELECTION OF OFFICERS**

**ACTION:** Commissioner Ashworth moved to reappoint Commissioner Stephens as Chairman and appoint Commissioner Blumenberg as Vice Chairman.

Commissioner Gardina seconded. The vote was as follows:

**AYES:** Commissioner Stephens, Brennan, Gardina, Ashworth, Blumenberg  
**NOES:** None.

**Motion carried 5-0.**

**ACTION:** Commissioner Ashworth moved to appoint Commissioner Brennan as Secretary.

Commissioner Gardina seconded. The vote was as follows:

**AYES:** Commissioner Stephens, Brennan, Gardina, Ashworth, Blumenberg  
**NOES:** None.

**Motion carried 5-0.**

## **ADOPTION OF AGENDA**

**ACTION:** Commissioner Blumenberg moved to adopt the January 6, 2021 agenda.

Commissioner Brennan seconded. The vote was as follows:

**AYES:** Commissioner Stephens, Brennan, Gardina, Ashworth, Blumenberg  
**NOES:** None.

Motion carried 5-0.

## **APPROVAL OF MINUTES**

The Minutes of the December 16, 2020 Regular Meeting were considered as follows:

**ACTION:** Commissioner Ashworth moved to approve the minutes of the December 16, 2020 Regular Meeting.

Commissioner Brennan seconded. The vote was as follows:

**AYES:** Commissioner Stephens, Brennan, Gardina, Ashworth, Blumenberg  
**NOES:** None.

Motion carried 5-0.

**PUBLIC COMMUNICATIONS:** None.

**CLOSED SESSION REPORT:** Ms. Sham 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 how to proceed. No action was taken that is reportable under The Brown Act.

**BOARD COMMUNICATIONS:** Commissioner Ashworth referenced a communication of gratitude from Coastal Cone owner Alex Hong.

**STAFF AND GENERAL MANAGER REPORTS:** Mr. Pendleton also cited Alex Hong's correspondence and reported on the unfortunate passing of Rigoberto Lopez Rangel, owner of Baja Bay Surf Taco, and Dave Hodge, employee at Harbor Village Gallery & Gifts.

**LEGAL COUNSEL REPORT:** None.

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The Port Commission adjourned and convened as the Board of Directors of the Ventura Port District Public Facilities Corporation at 7:18PM.

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 7:22PM.

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**STANDARD AGENDA:**

**1) Approval of Fiscal Year 2019-2020 Audit**

Recommended Action: Roll Call Vote.

That the Board of Port Commissioners approve the acceptance of the Basic Financial Statements and Supplementary Information with Independent Auditor's Report for the Year Ended June 30, 2020, prepared by Clifton Larson Allen, LLP.

Report by Gloria Adkins, Accounting Manager and Nitin Patel, CPA, CliftonLarsonAllen LLP.

Public Comment: None.

**ACTION:** Commissioner Ashworth moved to approve the acceptance of the Basic Financial Statements and Supplementary Information with Independent Auditor's Report for the Year Ended June 30, 2020, prepared by Clifton Larson Allen, LLP.

Commissioner Brennan seconded. The vote was as follows:

**AYES:** Commissioner Stephens, Brennan, Gardina, Ashworth, Blumenberg  
**NOES:** None.

**Motion carried 5-0.**

**2) Award of Bid for the Commercial Fishing Equipment Storage Improvement Project**

Recommended Action: Roll Call Vote.

That the Board of Port Commissioners award the Commercial Fishing Equipment Storage Improvement Project to Staples Construction Company, Inc. in the amount of up to \$74,471.00.

Report by Todd Mitchell, Business Operations Manager.

Public Comment: None.

**ACTION:** Commissioner Brennan moved to award the Commercial Fishing Equipment Storage Improvement Project to Staples Construction Company, Inc. in the amount of up to \$74,471.00.

Commissioner Blumenberg seconded. The vote was as follows:

**AYES:** Commissioner Stephens, Brennan, Gardina, Ashworth, Blumenberg  
**NOES:** None.

**Motion carried 5-0.**

**3) 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 and Todd Mitchell, Business Operations Manager.

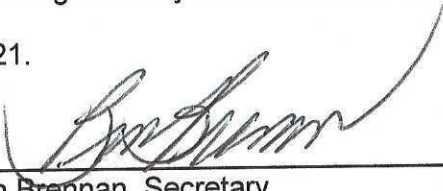
Public Comment: Sam Sadove commented that the District should consider extending the payment schedule for the tenants under the City Ordinance.

Closed public comment at 7:46PM.

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

**ADJOURNMENT:** The meeting was adjourned in honor of Rigoberto Lopez Rangel, owner of Baja Bay Surf Taco and Dave Hodge, employee at Harbor Village Gallery & Gifts at 8:50PM.

The next meeting is Wednesday, January 20, 2021.

  
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Brian Brennan, Secretary