

VENTURA PORT DISTRICT

BOARD OF PORT COMMISSIONERS MINUTES OF FEBRUARY 3, 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 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
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: Tom Derecktor, owner of Derecktor Marine Holdings, LLC would like their lease amended to reflect the same procedures for rate adjustments as other marina leases.

CONVENED TO CLOSED SESSION AT 6:34PM.

ADJOURNMENT: Closed Session was adjourned at 6:54PM.

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 Vice Chairman Blumenberg.

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
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
Robin Baer, Property Manager via teleconference

Legal Counsel:

Andy Turner via teleconference

ADOPTION OF AGENDA

ACTION: Commissioner Blumenberg moved to adopt the February 3, 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 January 20, 2021 Regular Meeting were considered as follows:

ACTION: Commissioner Brennan moved to approve the minutes of the January 20, 2021 Regular Meeting.

Commissioner Gardina seconded. The vote was as follows:

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

Motion carried 5-0.

PUBLIC COMMUNICATIONS: Deputy Mayor Schroeder, the District's new City Council liaison announced his presence.

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 how to proceed. No action was taken that is reportable under The Brown Act.

BOARD COMMUNICATIONS: Commissioner Blumenberg took a tour of Portside with Michael Sondermann. Commissioner Brennan would like to pass the dredging liaison role to Commissioner Blumenberg and announced their will be a sand summit on February 18th; for more information visit the BEACON website.

STAFF AND GENERAL MANAGER REPORTS: None.

LEGAL COUNSEL REPORT: None.

CONSENT AGENDA:

A) Approval of New Office Lease Agreement for Sugar Lab Bake Shop, LLC

Recommended Action: Roll Call Vote.

That the Board of Port Commissioners approve a new Office Lease Agreement between the Ventura Port District dba Ventura Harbor Village and Sugar Lab Bake Shop, LLC for space located at 1575 Spinnaker Drive #207 and #208 consisting of approximately 840 square feet for a five (5) year term with a three (3) year option.

Public Comment: None.

ACTION: Commissioner Brennan moved to approve a new Office Lease Agreement between the Ventura Port District dba Ventura Harbor Village and Sugar Lab Bake Shop, LLC for space located at 1575 Spinnaker Drive #207 and #208 consisting of approximately 840 square feet for a five (5) year term with a three (3) year option.

Commissioner Ashworth seconded. The vote was as follows:

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

Motion carried 5-0.

STANDARD AGENDA:

1) Approval of Fiscal Year 2020-2021 Mid-Year Budget Adjustments and Capital Improvement Plan

Recommended Action: Roll Call Vote.

That the Board of Port Commissioners adopt Resolution No. 3405, approving the Mid-Year Budget Adjustments for Fiscal Year 2020 - 2021 effective January 1, 2021.

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

Public Comment: Sam Sadove asked about rate increases; reductions in personnel expenses; increase in trash expenditures; the actual and projected total operating revenue differences; and the price of the new fish pier crane.

Closed public comment at 7:32PM.

ACTION: Commissioner Blumenberg moved to adopt Resolution No. 3405, approving the Mid-Year Budget Adjustments for Fiscal Year 2020 - 2021 effective January 1, 2021.

Commissioner Brennan seconded. The vote was as follows:

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

Motion carried 5-0.

2) Award of Contract for Inner Harbor and Ventura Keys Maintenance Dredging

Recommended Action: Roll Call Vote.

That the Board of Port Commissioners take the following actions:

- A) Find, based upon the evidence presented below, that a contract awarded to Manson Construction Company pursuant to Section 20751.2 of the California Public Contract Code is likely to cost less than a contract awarded pursuant to Section 20751.
- B) Award the Inner Harbor and Ventura Keys Maintenance Dredging contract to Manson Construction Company at a rental rate of \$5,500 per hour in accordance with the Agreement.

Report by Todd Mitchell, Business Operations Manager.

Public Comment: None.

ACTION: Commissioner Brennan moved to find, based upon the evidence presented, that a contract awarded to Manson Construction Company pursuant to Section 20751.2 of the California Public Contract Code is likely to cost less than a contract awarded pursuant to Section 20751; and award the Inner Harbor and Ventura Keys Maintenance Dredging contract to Manson Construction Company at a rental rate of \$5,500 per hour in accordance with the Agreement.

Commissioner Blumenberg seconded. The vote was as follows:

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

Motion carried 5-0.

3) Approval of Change Order for the Commercial Fishing Equipment Storage Improvement Project

Recommended Action: Roll Call Vote.

That the Board of Port Commissioners approve a change order for the Commercial Fishing Equipment Storage Improvement Project to Staples Construction Company, Inc. in the amount of up to \$13,885.00.

Report by Joe Gonzalez, Capital Projects Manager.

Public Comment: None.

ACTION: Commissioner Brennan approve a change order for the Commercial Fishing Equipment Storage Improvement Project to Staples Construction Company, Inc. in the amount of up to \$13,885.00.

Commissioner Gardina seconded. The vote was as follows:

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

Motion carried 5-0.

4) Brown Act Presentation Follow-up

Recommended Action: Informational.

That the Board of Port Commissioners receive an update based on comments made during last meeting's presentation from Lagerlof, LLP on the Ralph M. Brown Act.

Report by Andy Turner, Legal Counsel, Lagerlof, LLP.

Public Comment: Sam Sadove provided clarification regarding his January 20th comments and added comments regarding legal counsel's staff report.

Closed public comment at 8:08PM.

ACTION: The Board of Port Commissioners received an update based on comments made during last meeting's presentation from Lagerlof, LLP on the Ralph M. Brown Act.

5) 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 next meeting is Wednesday, February 17, 2021.



Brian Brennan, Secretary