



# BOARD OF PORT COMMISSIONERS MEETING OCTOBER 6, 2021

**Ventura Harbor**  
HOME OF THE CHANNEL ISLANDS NATIONAL PARK

- Call to Order
- Roll Call

# CLOSED SESSION AGENDA

**PUBLIC COMMUNICATION  
CLOSED SESSION AGENDA  
ITEMS ON TODAY'S AGENDA**

00 : 03 : 00

- Call to Order
- Pledge of Allegiance
- Roll Call

# ADMIN AGENDA

# **ADMIN AGENDA**

**Adoption of the  
October 6, 2021 Agenda**

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**Approval of the Minutes of  
the September 15, 2021  
Regular Meeting**

**PUBLIC COMMUNICATION  
ADMIN AGENDA  
ITEMS NOT ON TODAY'S AGENDA**

00 : 03 : 00

- Closed Session Report
- Board Communications
- Staff and General Manager Reports

# ADMIN AGENDA

# CONSENT AGENDA

**A)Approval of Amendment No. 3 to Brophy Bros. Restaurant & Clam Bar Restaurant Lease Agreement**

**B)Approval of Amendment No. 6 to the Parcel 20 Master Lease Agreement**



# PUBLIC COMMUNICATION CONSENT AGENDA

00 : 03 : 00

**Adoption of Resolution No. 3429 Permitting  
the Board of Port Commissioners to Conduct  
Remote Teleconference Meetings Pursuant to  
AB 361**

**RECOMMENDATION**

That the Board of Port Commissioners adopt Resolution  
No. 3429:

- a) Proclaiming a local emergency still exists;
- b) Ratifying the proclamation of a state of emergency by  
Governor Gavin Newsom; and
- c) Authorizing remote teleconference meetings of the  
Legislative Bodies of the Ventura Port District for the  
Period of October 6, 2021 through November 5, 2021  
pursuant to Brown Act provisions.

# STANDARD AGENDA ITEM 1

**Report by:**

**Brian D. Pendleton, General Manager  
Jessica Rauch, Clerk of the Board**

# PUBLIC COMMUNICATION STANDARD AGENDA ITEM 1

00 : 03 : 00

# STANDARD AGENDA ITEM 2

Report by:  
Brian D. Pendleton, General Manager

## Ventura Harbor Summer 2021 Traffic and Parking Surveys

### RECOMMENDATION

That the Board of Port Commissioners receive an informational report prepared by Associated Transportation Engineers regarding the Ventura Harbor Summer 2021 Traffic and Parking Surveys.

# Ventura Port District 2021 Parking and Traffic Surveys



Associated  
Transportation  
Engineers



Ventura Port  
District



**Presented by**  
Scott Schell  
&  
Brian Pendleton

## 2021 Parking Survey Study Area

### Beach Lots

Surfers Knoll  
Harbor Cove

### Harbor Village

Dolphin Lot  
Squid Lot  
Harbor Village Lots  
Turtle Lot



### Hotel Lots

Holiday Inn Express  
Sheraton Four  
Points

### Marina Lots

Ventura Isle  
Ventura West II

### Harbor Village Parking Demand 2021

<b>Period</b>	<b>Demand</b>	<b>% Full</b>	<b>Growth from 2018</b>
Monday	924	53%	+ 0.1%
Friday	1,342	77%	+ 21%
Weekend	1,491	86%	- 5%

- Parking continues to be a weekend issue
- 77% full on Friday – Higher in 2021 by 21%
- 86% full on weekend – Lower in 2021 by 5%
- Most of extra spaces in VIM Dolphin Lot (114 Spaces)

## Ventura Harbor Summer 2021 Peak Demands – Parking Permits

Day/Date	Peak Time	Lot HV 1	Lot HV 2	Lot HV 3 (a)	Lot HV 4	Turtle	Total
Friday 8/6	11:00 AM	1	4	0	67	38	110
<b>Saturday 8/7</b>	<b>11:00 AM</b>	<b>1</b>	<b>6</b>	<b>0</b>	<b>93</b>	<b>33</b>	<b>133</b>
Sunday 8/8	11:00 AM	1	6	0	86	29	122
Monday 8/9	11:00 AM	1	7	0	78	24	110

(a) Not permitted in lot

- 2018      160 Permits during peak time
- 2021      133 Permits during peak time





## Ventura Harbor Summer 2018 & 2021 Traffic Comparison

Comparison	2018	2021	Growth	% Change
ADT – 7 Days	78,400 ADT	76,100 ADT	- 2,300 ADT	- 3%
ADT – Weekdays	9,700 ADT	9,400 ADT	- 300 ADT	- 3%
ADT – Friday	11,600 ADT	11,900 ADT	+ 300 ADT	+ 3%
ADT – Saturday	14,500 ADT	13,700 ADT	- 800 ADT	- 6%
ADT - Sunday	13,500 ADT	12,900 ADT	- 600 ADT	- 4%

- 2021 generally had about 3% lower ADT than 2018

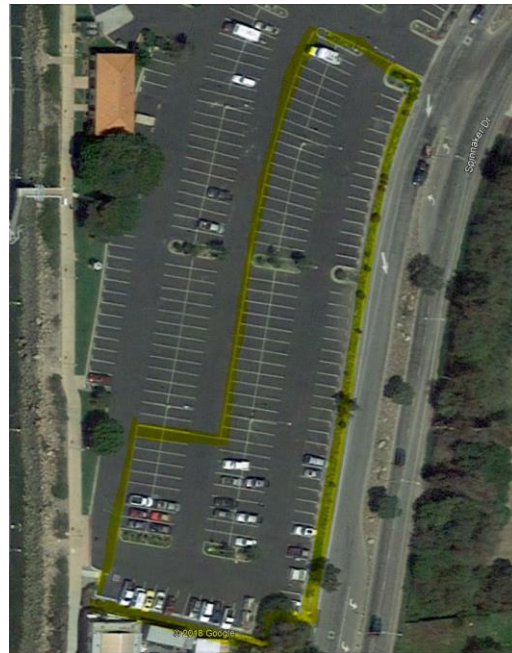
# Short-Term Strategies Implemented at Direction of Board Since 2017 Parking Study

- Reconfigure Harbor Cove Lot:
- Agreement with Ventura Isle Marina:
- Agreement with Ventura West Marina II:
- Total Spaces Gained:

+ 18 Spaces  
+ 152 Spaces  
+ 39 Spaces  
209 Spaces

## Other Strategies Implemented

- Shift long-term permit parking to Dolphin Lot
- Employee Parking Strategies
  - Shift the employee parking line to reduce number of spaces
  - Direct employees to utilize the Dolphin Lot



## Future Mid-Term Parking Strategies

- Implement paid parking program
- Pay by Space Parking System
- Pay and Display Parking System
- Lots Included
  - Harbor Village lots
  - Harbor Cove lot
  - Surfers Knoll lot



## Pay by Space Parking

- Self-service machines
- Customers enter parking stall number and purchase time
- Customers are not required to return to their vehicle
- Payment can be made by Phone App
- Enforcement personnel can check vehicles from remote location



**Pay By Space**  
innovative • easy • convenient



## Pay and Display Parking

- Self-service stations
- Customers purchase time and return to vehicle to display ticket on dashboard
- Parking enforcement check dashboards to verify permit is purchased
- Printed ticket verifies machine location, time entered expiration time, and fee paid



## Parking Fee Rates

- Parking charged at an hourly rate on Saturday, Sunday and Holiday periods
- System could mirror City of Ventura's downtown parking program: \$1.00/Hour
- Could also consider "Surge" pricing – higher fees during peak times

	
DAILY PARKING RATES	
SATURDAY – SUNDAY - HOLIDAY	
HOURS	RATE
0-1	\$1.00
1-2	\$2.00
2-3	\$3.00
3-4	\$4.00
4-5	\$5.00
5-6	\$6.00
6-7	\$7.00
7-8	\$8.00

## Time Restriction Options



- Implement parking fee system from 10:00 AM – 6:00 PM on Saturdays, Sundays, and holidays
- Flat fee system could be implemented for special events
- Parking could remain free during off-peak parking periods (Monday-Friday) when parking demands are below capacity



## Free Time-Limited Parking



- Consider establishing designated areas within Harbor Village parking as 'free parking' with time limits
- Or Parking Validation System for customers

## Yearly Permit Option



- Offer yearly permits to groups
- One-time yearly fee
- Decal or placard displayed on windshield

# Questions & Discussion



Associated  
Transportation Engineers



Ventura Port District

## Enforcement

- Critical to success of parking management program
- District would need to employ enforcement personnel to ensure:
  - Pay stations are in working order
  - Routinely check parked vehicles
  - Issue parking violations for those that violate system



# PUBLIC COMMUNICATION STANDARD AGENDA ITEM 2

Snooze Options: 30 Seconds | 1 Minute | 5 Minutes | 10 Minutes

00 : 00 : 00

**Award of Contract for 1567 Spinnaker Drive  
Buildings B and C Reroofing Project**

**RECOMMENDATION**

That the Board of Port Commissioners award the 1567 Spinnaker Drive Buildings B and C Reroofing Project to Garland/DBS, Inc. in the amount of \$358,976.

**STANDARD  
AGENDA  
ITEM  
3**

**Report by:  
Todd Mitchell, Business Operations  
Manager**

# PUBLIC COMMUNICATION STANDARD AGENDA ITEM 3

00 : 03 : 00

**Ventura Port District Operations as it relates to  
COVID-19**

**RECOMMENDATION**

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

**STANDARD  
AGENDA  
ITEM  
4**

**Report by:  
Brian D. Pendleton, General Manager**



# PUBLIC COMMUNICATION STANDARD AGENDA ITEM 4

00 : 03 : 00



VENTURA  
PORT DISTRICT

*Established 1952*

**SAVE THE DATE**  
**COMMISSION WORKSHOP**  
**SATURDAY, DECEMBER 4<sup>TH</sup>**

**Ventura Harbor**

HOME OF THE CHANNEL ISLANDS NATIONAL PARK



VENTURA  
PORT DISTRICT

*Established 1952*

**ADJOURNMENT**  
**NEXT MEETING OCTOBER 20, 2021**

**Ventura Harbor**

HOME OF THE CHANNEL ISLANDS NATIONAL PARK