



BOARD OF PORT COMMISSIONERS MEETING NOVEMBER 17, 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

Change Clock Type

Digital

Duration: 00 03 00

TimeUp Reminder (Optional): --

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Choose Sound Effect None

Choose TimeUp Sound None

- Call to Order
- Pledge of Allegiance
- Roll Call

ADMIN AGENDA

ADMIN AGENDA

**Adoption of the
November 17, 2021 Agenda**

**Approval of the Minutes of
the October 20, 2021
Regular Meeting**

PUBLIC COMMUNICATION ADMIN AGENDA ITEMS NOT ON TODAY'S AGENDA

00 : 03 : 00

Change Clock Type

Digital

Duration: 00 03 00

TimeUp Reminder (Optional): --

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Choose Sound Effect None

Choose TimeUp Sound None

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

ADMIN AGENDA

CONSENT AGENDA

- A) Approval of Out-of-Town Travel Requests
- B) Receive and File the Ventura Shellfish Enterprise Final Report
- C) Adoption of Resolution No. 3434 Accepting the Work of Garland/DBS, Inc.
- D) Adoption of Resolution No. 3435 Permitting the Board of Port Commissioners to Continue to Conduct Remote Teleconferencing Meetings Pursuant to AB 361
- E) Adoption of Resolution No. 3436 Accepting a \$88,000 Surrendered and Abandoned Vessel Exchange (SAVE) Grant
- F) Approval of New Office Lease Agreement for Jeff B. Zook, A Professional Architectural Corporation DBA Coastal Architects at 1567 Spinnaker Drive #204
- G) Approval of a Professional Services Agreement with The Holly Workshop

PUBLIC COMMUNICATION CONSENT AGENDA

00 : 03 : 00

Change Clock Type

Digital

Duration:

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03

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TimeUp Reminder (Optional):

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Choose Sound Effect

None

Choose TimeUp Sound

None

**Approval of Ventura Port District Public
Workshop Agenda**

RECOMMENDATION

That the Board of Port Commissioners approve the agenda for the December 4, 2021 Public Workshop.

**STANDARD
AGENDA
ITEM
1**

Report by:

Brian D. Pendleton, General Manager

Jessica Rauch, Clerk of the Board

John Bramble, Management Partners



**VENTURA PORT DISTRICT
BOARD OF PORT COMMISSIONERS**

Chris Stephens, Chairman
Michael Blumenberg, Vice Chairman
Brian Brennan, Secretary
Jackie Gardina, Commissioner
Everard Ashworth, 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
PUBLIC WORKSHOP AGENDA**

**SATURDAY, DECEMBER 4, 2021
9:00AM – 12:00PM**

**VENTURA MARINA MOBILE HOME PARK
COMMUNITY ROOM
1215 ANCHORS WAY DRIVE
VENTURA, CA 93001**

**COVID PROTOCOLS WILL BE IN PLACE
MASKS ARE REQUIRED**

OBJECTIVES OF WORKSHOP

*Obtain public input regarding issues and challenges facing the Ventura Port District
Obtain initial Board input regarding annual priorities*

ATTACHMENT 1

Ventura Port District – Special Public Workshop Meeting
Saturday, December 4, 2021

PUBLIC VIEWING OPTIONS

WATCH THE MEETING LIVE

Join a Zoom meeting LIVE:

TBD

Webinar ID: TBD

1-669-900-6833

1-253-215-8782

**** Note that virtual attendees will not be able to participate in public comment or breakout portion of the agenda.***

SUBMIT PUBLIC COMMENT VIA EMAIL

If you do not wish to speak live but would like to submit a written comment on a specific agenda item, please do so via email by Friday, December 3rd by noon.

Please submit your comment to the Clerk of the Board at jrauch@venturaharbor.com. Written comments should be no more than 1000 characters in length. Written comments will be distributed to the Commissioners and will be posted as a supplemental packet on the District's website at <https://venturaharbor.com/board-meetings-minutes/>.

ATTACHMENT 1

Ventura Port District – Special Public Workshop Meeting
Saturday, December 4, 2021

CALL TO ORDER AND WELCOME: *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.

PUBLIC COMMENT

Each person may address the Commission for up to three minutes or at the discretion of the Chair.

COMMENTS AND INTRODUCTIONS BY GENERAL MANAGER, BRIAN D. PENDLETON

DISCUSSION OF ACCOMPLISHMENTS AND CHALLENGES FROM THE PAST TWO YEARS

This portion of the meeting will be facilitated by Management Partners and will be done via breakout group discussion among Commissioners, staff, and in-person attendees.

COMMISSIONERS CONSIDERATION OF AMENDMENTS TO THE LONG-TERM GOALS

For the benefit of virtual attendees, this will commence at approximately 11:15 AM.

WRAP-UP AND NEXT STEPS

ADJOURNMENT

This agenda was posted on Friday, November 19, 2021 by 5:00PM at the Port District Office and online at www.venturaharbor.com - Port District Business - Meetings and Agendas.

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)

PUBLIC COMMUNICATION STANDARD AGENDA ITEM 1

00 : 03 : 00

Change Clock Type

Digital

second changed successfully!

Duration: 00 03 00

Second changed successfully!

TimeUp Reminder (Optional): --

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Choose Sound Effect None

Choose TimeUp Sound None

**Channel Islands National Park Visitor Center
Complex Planning**

RECOMMENDATION

That the Board of Port Commissioners receive an informational report on the status of the Channel Islands National Park (“Park”) Visitor Center Complex Planning including preliminary interest in an option for the potential acquisition of Parcel 8, located at the end of Spinnaker Drive immediately west of the Park Visitor Center located at 1901 Spinnaker Drive.

**STANDARD
AGENDA
ITEM
2**

Report by:
Brian D. Pendleton, General Manager
Ethan McKinley, Superintendent, NPS



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PROGRAMMING SCHEME
3/2020

PUBLIC COMMUNICATION STANDARD AGENDA ITEM 2

00 : 03 : 00

Change Clock Type

Digital

Duration: 00 03 00

TimeUp Reminder (Optional): --

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Choose Sound Effect None

Choose TimeUp Sound Alarm

**Approval of a Change Order Request for the
Ventura Harbor Village Wayfinding Signage
Project**

RECOMMENDATION

That the Board of Port Commissioners approve a change order request for the Ventura Harbor Village Wayfinding Signage Project in the amount of \$41,542.49.

**STANDARD
AGENDA
ITEM
3**

Report by:

**Todd, Mitchell Business Ops Manager
Joe Gonzalez, Capital Projects Manager**

PUBLIC COMMUNICATION STANDARD AGENDA ITEM 3

00 : 03 : 00

Change Clock Type

Digital

Duration: 00 03 00

TimeUp Reminder (Optional): --

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Choose Sound Effect None

Choose TimeUp Sound Alarm

**Ventura Port District Operations Update 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 Pendleton, General Manager**

PUBLIC COMMUNICATION STANDARD AGENDA ITEM 4

00 : 03 : 00

Change Clock Type

Digital

Duration: 00 03 00

TimeUp Reminder (Optional): --

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Choose Sound Effect None

Choose TimeUp Sound Alarm



VENTURA
PORT DISTRICT

Established 1952

SAVE THE DATE
COMMISSION WORKSHOP
SATURDAY, DECEMBER 4TH

Ventura Harbor

HOME OF THE CHANNEL ISLANDS NATIONAL PARK



VENTURA
PORT DISTRICT

Established 1952

ADJOURNMENT
NEXT MEETING DECEMBER 15, 2021

Ventura Harbor

HOME OF THE CHANNEL ISLANDS NATIONAL PARK