



BOARD OF PORT COMMISSIONERS MEETING MARCH 3, 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

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Change Clock Type

Digital

Duration: 00 03 00

TimeUp Reminder (Optional): -- -- --

Choose Sound Effect None

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Start

Pause

Stop

Reset

- Call to Order
- Pledge of Allegiance
- Roll Call

ADMIN AGENDA

ADMIN AGENDA

Adoption of the March 3,
2021 Agenda

Approval of the Minutes of
the February 17, 2021
Regular Meeting

PUBLIC COMMUNICATION ADMIN AGENDA ITEMS NOT ON TODAY'S AGENDA

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

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TimeUp Reminder (Optional):

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

ADMIN AGENDA

CONSENT AGENDA

A) Approval of New Office Lease Agreement for Ted Mechtenberg dba DA Vega | Fisher | Mechtenberg LLP and Brian Cook

B) Approval of New Office Lease Agreement for Jeff Moorhouse dba Moorhouse Financial Services, Inc.

PUBLIC COMMUNICATION CONSENT AGENDA

00 : 03 : 00

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TimeUp Reminder (Optional):

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SPECIAL STANDARD AGENDA ITEM 1

DECLARATION OF EMERGENCY PURSUANT TO KEYS STUB CHANNEL DREDGING NEEDS AND ADOPTION OF RESOLUTION NO. 3409

That the Board of Port Commissioners take the following actions:

- A) Pursuant to the Government Code, add consideration of Resolution 3409 to the agenda:
 1. §54954.2 (b) Notwithstanding subdivision (a), the legislative body may take action on items of business not appearing on the posted agenda under any of the conditions stated below. Prior to discussing any item pursuant to this subdivision, the legislative body shall publicly identify the item.
 2. §54954.2 (b)(2) Upon a determination by a two-thirds vote of the members of the legislative body present at the meeting, or, if less than two-thirds of the members are present, a unanimous vote of those members present, that there is a need to take immediate action and that the need for action came to the attention of the local agency subsequent to the agenda being posted as specified in subdivision (a).
- B) Find, based upon the evidence presented below, the matter of the conditions of the Ventura Inner Harbor Stub Channel require emergency dredging and adopt Resolution No. 3409.
- C) The Board hereby delegates to the District's General Manager the authority to:
 1. take any action required to respond to the emergency;
 2. submit any/all emergency permit applications and documents required to support this action's completion;
 3. to procure the necessary equipment, services, and supplies for those purposes, without giving notice for bids to let contracts; and,
 4. Request that the City of San Buenaventura Council to adopt a similar Declaration of Emergency.

PUBLIC COMMUNICATION SPECIAL STANDARD AGENDA ITEM 1

00 : 03 : 00

Change Clock Type
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Duration: 00 03 00

TimeUp Reminder (Optional): -- -- --

Choose Sound Effect None

Choose TimeUp Sound None

Enable Count Up Combine With Bar Clock

Start

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Stop

Reset

Approval of Financial Statements and Checks for
October through December 2020

RECOMMENDATION

That the Board of Port Commissioners adopts
Resolution No. 3407 to:

- a) Accept the financial statements for the
Quarter ending December 31, 2020; and,
- b) Review the payroll and regular checks for
October through December 2020.

Report by Brian D. Pendleton, General Manager.

**STANDARD
AGENDA
ITEM
1**

PUBLIC COMMUNICATION STANDARD AGENDA ITEM 1

00 : 03 : 00

Change Clock Type

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Duration: 00 03 00

TimeUp Reminder (Optional): --

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Choose TimeUp Sound None

STANDARD AGENDA ITEM 2

Consideration of Adoption of Ordinance No. 54, Authorizing Execution of a New Restaurant Lease Agreement with Options for Andria's Seafood Specialties dba Andria's Seafood Restaurant

RECOMMENDATION

That the Board of Port Commissioners:

- a) Conduct a public hearing for the purpose of receiving input on proposed Ordinance No. 54;
- b) Waive reading and direct Clerk to place Ordinance No. 54 in the record of this meeting; and
- c) Adopt Ordinance No. 54, which authorizes execution of a new five (5) year Restaurant Lease Agreement with three (3) five (5) year options (for a total of 20-years) between the Ventura Port District dba Ventura Harbor Village and Andria's Seafood Specialties dba Andria's Seafood Restaurant.

Report by Brian D. Pendleton, General Manager

PUBLIC COMMUNICATION STANDARD AGENDA ITEM 2

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Authorization to Submit an Application for the
Department of Boating and Waterways 2021
Launch Ramp Repair Grant

RECOMMENDATION

That the Board of Port Commissioners adopt Resolution No. 3408, authorizing the General Manager to submit an application for the Department of Boating and Waterways 2021 Launch Ramp Repair Grant in the amount of \$78,000.

Report by Todd Mitchell, Business Operations Manager.

STANDARD
AGENDA
ITEM
3

PUBLIC COMMUNICATION STANDARD AGENDA ITEM 3

00 : 03 : 00

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Duration: 00 03 00

TimeUp Reminder (Optional): --

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STANDARD AGENDA ITEM 4

Approval of Portside Partners Loan Extension

RECOMMENDATION

That the Board of Port Commissioners:

- a) Approve a loan extension for the Portside Partners project; and
- b) Authorize the General Manager to execute the Ground Lease Estoppel Certificate.

Report by Andy Turner, Legal Counsel



PUBLIC COMMUNICATION STANDARD AGENDA ITEM 4

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TimeUp Reminder (Optional):

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Alarm

Ventura Port District Goals and 5-Year Objectives:
Public and Civic Engagement Plan

RECOMMENDATION

That the Board of Port Commissioners receive an informational report on the development of a Public and Civic Engagement Plan as part of the Ventura Port District's 5-Year Objectives.

Report by Brian D. Pendleton, General Manager

STANDARD
AGENDA
ITEM
5

VENTURA PORT DISTRICT GOALS AND 5-YEAR OBJECTIVES: PUBLIC AND CIVIC ENGAGEMENT PLAN

- Purpose
 - VPD seeks to develop a Public and Civic Engagement Plan (P.C.E.P.) that is consistent with:
 - Long-term goals and 5-year objectives
- Formalize through the PCEP:
 - On-going efforts to strengthen communication, collaboration, and transparency with stakeholders, business partners, and civic leaders.

VENTURA PORT DISTRICT GOALS AND 5-YEAR OBJECTIVES: PUBLIC AND CIVIC ENGAGEMENT PLAN

- 5-Year Objectives:
 - Objective E: Public and Civic Engagement Plan
 - Strengthen communication and further develop close working relationships with stakeholders, business partners, and civic leaders
 - 1: Collaborate with business partners and stakeholders through increased engagement, communication, and participation.

VENTURA PORT DISTRICT GOALS AND 5-YEAR OBJECTIVES: PUBLIC AND CIVIC ENGAGEMENT PLAN

- P.C.E.P. Organization
 - The P.C.E.P. is organized into broad themes:
 - Communication;
 - Collaboration; and
 - Transparency
- Stakeholders
 - Ventura City residents and business owners;
 - Master Tenants, Master Subtenants, Village Tenants, Charters & Commercial Fishers;

VENTURA PORT DISTRICT GOALS AND 5-YEAR OBJECTIVES: PUBLIC AND CIVIC ENGAGEMENT PLAN

- Stakeholders (cont.)
 - Civic Leaders;
 - Federal and State Agency staff and representatives;
 - Community Organizations & Non-Profits; and,
 - Other Stakeholders_____
- Communication & Outreach
 - Board Meetings, Workshops, Informational Notifications, Social Media, Websites, Community Organization Membership, Participation and/or Presentations
 - Other Communication & Outreach_____

VENTURA PORT DISTRICT GOALS AND 5-YEAR OBJECTIVES: PUBLIC AND CIVIC ENGAGEMENT PLAN

- Collaboration
 - Master Tenants, Master Subtenants, Village Tenants, Charters & Commercial Fishers;
 - City, County, State & Federal Legislators,
 - Ventura Chamber of Commerce, Visitors and Convention Bureau & Ventura County Lodging Association;
 - VCEDA, EDC, WEV;
 - CMANC, BEACON;
 - Ventura County Special Districts Association, CSDA;
 - Other Collaborators, Methods_____

VENTURA PORT DISTRICT GOALS AND 5-YEAR OBJECTIVES: PUBLIC AND CIVIC ENGAGEMENT PLAN

- Transparency
 - District Transparency Certificate of Excellence – Seeking
 - Website; Board Meetings;
 - Other Transparency Methods_____
- Next Steps
 - Board Mtg. Introduction of Draft P.C.E.P.
 - Stakeholder Outreach
 - Return to Board w/ Feedback
 - Return to Board w / Final P.C.E.P. (Living Document!)

PUBLIC COMMUNICATION STANDARD AGENDA ITEM 5

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TimeUp Reminder (Optional):

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None

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Alarm

STANDARD
AGENDA
ITEM
6

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.

Report by Brian D. Pendleton, General Manager

PUBLIC COMMUNICATION STANDARD AGENDA ITEM 6

00 : 03 : 00

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Duration: 00 03 00

TimeUp Reminder (Optional): --

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Choose TimeUp Sound Alarm

City of Ventura 2021 Water and Wastewater Rate
Study

RECOMMENDATION

That the Board of Port Commissioners receive an informational report from the City of Ventura regarding the 2021 Water and Wastewater Rate Study.

Report by Akbar Alikhan, Assistant City Manager and Susan Rungren, Ventura Water General Manager

STANDARD
AGENDA
ITEM
7

PUBLIC COMMUNICATION STANDARD AGENDA ITEM 7

00 : 03 : 00

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Duration: 00 03 00

TimeUp Reminder (Optional): --

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VENTURA
PORT DISTRICT

Established 1952

ADJOURNMENT
NEXT MEETING MARCH 3, 2021

Ventura Harbor

HOME OF THE CHANNEL ISLANDS NATIONAL PARK