

VENTURA PORT DISTRICT

BOARD OF PORT COMMISSIONERS MINUTES OF FEBRUARY 16, 2022



CLOSED SESSION

CALL TO ORDER:

The Ventura Board of Port Commissioners Regular Closed Session Meeting was called to order by Chairman Chris Stephens at 5:35PM 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 arrived at 5:37PM
Brian Brennan, Secretary via teleconference
Jackie Gardina via teleconference

Commissioners Absent:

Everard Ashworth

Port District Staff:

Brian Pendleton, General Manager
Jessica Rauch, Clerk of the Board
Gloria Adkins, Accounting Manager

Legal Counsel:

Andy Turner, Lagerlof Lawyers LLP via teleconference

Number of interested persons: 2

PUBLIC COMMUNICATIONS: Jonra Cross, owners of Frenchies Modern Nail Care shared her hardships during COVID and hopes the Commission considers her request. Closed at 5:38PM.

CONVENED TO CLOSED SESSION AT 5:39PM.

ADJOURNMENT: Closed Session was adjourned at 6:49PM.

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 the Ventura Port District Administration Office, 1603 Anchors Way Drive, Ventura, CA 93001 and via Zoom meeting.

PLEDGE OF ALLEGIANCE: By Gloria Adkins, Accounting Manager.

ROLL CALL:

Commissioners Present:

Chris Stephens, Chairman
Michael Blumenberg, Vice-Chairman
Brian Brennan, Secretary via teleconference
Jackie Gardina via teleconference

Commissioners Absent:

Everard Ashworth

Port District Staff:

Brian Pendleton, General Manager
Jessica Rauch, Clerk of the Board
Gloria Adkins, Accounting Manager
Jessica Snipas, Business Operations Analyst via teleconference
Jessica Perkins, Accountant via teleconference
Joe Gonzalez, Capital Projects Manager via teleconference
Sergio Gonzalez, Facilities Manager via teleconference
Dave Werneburg, Marina Manager via teleconference
John Higgins, Harbormaster via teleconference
Pat Hummer, Senior Harbor Patrol Officer via teleconference

Legal Counsel:

Andy Turner, Lagerlof Lawyers LLP via teleconference

City of Ventura Liaisons

Deputy Mayor Joe Schroeder, City Council Liaison – Absent
Michael Coon, Administrative Liaison – Absent

Number of interested persons: 5

ADOPTION OF AGENDA

ACTION: Commissioner Brennan moved to adopt the February 16, 2022 agenda.

Commissioner Gardina seconded. The vote was as follows:

AYES: Commissioners Stephens, Blumenberg, Brennan, Gardina

NOES: None

ABSENT: Commissioner Ashworth

Motion carried 4-0.

APPROVAL OF MINUTES

The Minutes of the February 2, 2022 Regular Meeting were considered as follows:

ACTION: Vice-Chairman Blumenberg moved to approve the minutes of the February 2, 2022 Regular Meeting.

Commissioner Gardina seconded. The vote was as follows:

AYES: Commissioners Stephens, Blumenberg, Brennan, Gardina

NOES: None
ABSENT: Commissioner Ashworth

Motion carried 4-0.

PUBLIC COMMUNICATIONS: None. Closed at 7:03PM.

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

BOARD COMMUNICATIONS: None.

STAFF AND GENERAL MANAGER REPORTS: Mr. Pendleton announced staff promotions and bilingual incentive program recipients.

CONSENT AGENDA:

A) Adoption of Resolution No. 3443 Accepting the Work of JTEC Corporation for the ADA Access Improvements Project with Six Additive Alternates

Recommended Action: Roll Call Vote.

That the Board of Port Commissioners adopt Resolution No. 3443:

- a) Accepting the work of JTEC Corporation for the ADA Access Improvements Project with six additive alternates; and
- b) Authorize staff to prepare and record a Notice of Completion with the Ventura County Recorder.

Public Comment: None.

ACTION: Commissioner Gardina moved to adopt Resolution No. 3443:

- a) Accepting the work of JTEC Corporation for the ADA Access Improvements Project with six additive alternates; and
- b) Authorize staff to prepare and record a Notice of Completion with the Ventura County Recorder.

Vice-Chairman Blumenberg seconded. The vote was as follows:

AYES: Commissioners Stephens, Blumenberg, Brennan, Gardina

NOES: None

ABSENT: Commissioner Ashworth

Motion carried 4-0.

B) Approval of Amendment No. 1 to the Island Packers Lease Agreement

Recommended Action: Roll Call Vote.

That the Board of Port Commissioners approve Amendment No.1 to the Lease Agreement between the Ventura Port District and Island Packers.

Public Comment: None.

ACTION: Commissioner Gardina moved to approve Amendment No.1 to the Lease Agreement between the Ventura Port District and Island Packers.

Vice-Chairman Blumenberg seconded. The vote was as follows:

AYES: Commissioners Stephens, Blumenberg, Brennan, Gardina

NOES: None

ABSENT: Commissioner Ashworth

Motion carried 4-0.

STANDARD AGENDA:

1) Adoption of Resolution No. 3444 Approving the Fiscal Year 2021-2022 Mid-Year Budget Adjustments and Capital Improvement Plan and Resolution No. 3445 Approving Updated Salary Schedule for Non-Represented Employees

Recommended Action: Roll Call Vote.

That the Board of Port Commissioners:

- a) Adopt Resolution No. 3444 approving the Mid-Year Budget Adjustments for Fiscal Year 2021-2022 effective January 1, 2022; and
- b) Adopt Resolution No. 3445 approving updated salary schedule for non-represented employees.

Report by Brian D. Pendleton, General Manager; Gloria Adkins, Accounting Manager; and Joe Gonzalez, Capital Projects Manager.

Public Comment: None. Closed at 7:20PM.

ACTION: Vice-Chairman Blumenberg moved to:

- a) Adopt Resolution No. 3444 approving the Mid-Year Budget Adjustments for Fiscal Year 2021-2022 effective January 1, 2022; and
- b) Adopt Resolution No. 3445 approving updated salary schedule for non-represented employees.

Commissioner Brennan seconded. The vote was as follows:

AYES: Commissioners Stephens, Blumenberg, Brennan, Gardina

NOES: None

ABSENT: Commissioner Ashworth

Motion carried 4-0.

2) Approval of Change Order Request for the Ventura Harbor Village Marina I-Dock Repair Project

Recommended Action: Roll Call Vote.

That the Board of Port Commissioners approve a change order request for the Ventura Harbor Village Marina I-Dock Repair Project in the amount of \$38,562.00.

Report by Thomas Fichetti, Noble Consultants.

Public Comment: None. Closed at 7:34PM.

ACTION: Commissioner Brennan moved to approve a change order request for the Ventura Harbor Village Marina I-Dock Repair Project in the amount of \$38,562.00.

Vice-Chairman Blumenberg seconded. The vote was as follows:

AYES: Commissioners Stephens, Blumenberg, Brennan, Gardina

NOES: None

ABSENT: Commissioner Ashworth

Motion carried 4-0.

3) Update on State of Emergency due to the Hunga Tonga Tsunami and Emergency Measures to Restore District Assets

Recommended Action: 4/5ths Vote.

That the Board of Port Commissioners determine by a four-fifths vote that there is a need to continue the emergency action adopted by the Board on January 19, 2022, set forth in Resolution No. 3441.

Report by John Higgins, Harbormaster.

Public Comment: None. Closed at 7:39PM.

ACTION: Commissioner Brennan moved to continue the emergency action adopted by the Board on January 19, 2022, set forth in Resolution No. 3441.

Commissioner Gardina seconded. The vote was as follows:

AYES: Commissioners Stephens, Blumenberg, Brennan, Gardina

NOES: None

ABSENT: Commissioner Ashworth

Motion carried 4-0.

4) Quarterly Update on the Ventura Port District 5-Year Objectives

Recommended Action: Informational.

That the Board of Port Commissioners receive and file the quarterly update on the Ventura Port District 5-Year Objectives.

Report by Brian D. Pendleton, General Manager.

Public Comment: None. Closed at 7:54PM.

ACTION: The Board of Port Commissioners received the quarterly update on the Ventura Port District 5-Year Objectives.

5) Ventura Port District Update as it Relates to COVID-19

Recommended Action: Informational. (Verbal Report)

That the Board of Port Commissioners receive an update on the status of COVID-19 in Ventura County.

Report by Brian D. Pendleton, General Manager.

Public Comment: None. Closed at 7:57PM.

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

ADJOURNMENT: The meeting was adjourned at 7:58PM.

The next regular meeting is Wednesday, March 2, 2022.

A handwritten signature in dark ink, appearing to read "Brian Brennan", is written over a horizontal line.

Brian Brennan, Secretary