

# VENTURA PORT DISTRICT

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## BOARD OF PORT COMMISSIONERS MINUTES OF OCTOBER 4, 2023

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### CLOSED SESSION

#### **CALL TO ORDER:**

The Ventura Board of Port Commissioners Regular Closed Session Meeting was called to order by Vice-Chair Gardina at 6:45PM at the Ventura Port District Administration Office, 1603 Anchors Way Drive, Ventura, CA 93001 and via Zoom meeting.

#### **ROLL CALL:**

##### **Commissioners Present:**

Jackie Gardina, Vice-Chair  
Anthony Rainey, Secretary  
Brian Brennan

##### **Commissioners Absent:**

Michael Blumenberg, Chair  
Chris Stephens

##### **Port District Staff:**

Brian Pendleton, General Manager  
Todd Mitchell, Sr. Business Operations Manager  
Jessica Rauch, Clerk of the Board

##### **Legal Counsel:**

Tom Bunn, Lagerlof Lawyers LLP via Zoom

##### **Number of interested persons:**

0 via zoom; 0 in-person

**PUBLIC COMMUNICATIONS:** None.

**CONVENED TO CLOSED SESSION AT 6:46PM.**

**ADJOURNMENT:** Closed Session was adjourned at 6:59PM.

## **OPEN SESSION**

### **ADMINISTRATIVE AGENDA:**

#### **CALL TO ORDER:**

The Ventura Board of Port Commissioners Regular Open Session Meeting was called to order by Vice-Chair Gardina 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 Commissioner Rainey.

#### **ROLL CALL:**

##### **Commissioners Present:**

Jackie Gardina, Vice-Chair  
Anthony Rainey, Secretary  
Brian Brennan

##### **Commissioners Absent:**

Michael Blumenberg, Chair  
Chris Stephens

##### **Port District Staff:**

Brian D. Pendleton, General Manager  
Todd Mitchell, Sr. Business Operations Manager  
Jessica Rauch, Clerk of the Board  
Gloria Adkins, Accounting Manager  
Susan Bogue, Film & Event Liaison  
Joe Gonzalez, Capital Projects Manager via Zoom  
Sergio Gonzalez, Facilities Manager  
Wayne Hatch, Maintenance Supervisor via Zoom  
John Higgins, Harbormaster  
Jessica Snipas, Business Operations Analyst via Zoom  
Jennifer Talt-Lundin, Marketing Manager via Zoom  
Dave Werneburg, Marina Manager

##### **Legal Counsel:**

Tom Bunn, Lagerlof Lawyers LLP via Zoom

##### **City of Ventura Liaisons**

Councilmember McReynolds, City Council Liaison – Absent

##### **Number of interested persons:**

1 via zoom; 0 in person

## **ADOPTION OF AGENDA**

**ACTION:** Commissioner Brennan moved to adopt the October 4, 2023 agenda.

Commissioner Rainey seconded. The vote was as follows:

**AYES:** Commissioners Gardina, Rainey, Brennan

**NOES:** None

**ABSTAINED:** None

**ABSENT:** Commissioners Blumenberg, Stephens

**Motion carried 3-0.**

## **APPROVAL OF MINUTES**

The Minutes of the September 20, 2023 Port Commission Regular Meeting were considered as follows:

**ACTION:** Commissioner Brennan moved to approve the Minutes of the September 20, 2023 Port Commission Regular Meeting.

Commissioner Rainey seconded. The roll call vote was as follows:

**AYES:** Commissioners Gardina, Rainey, Brennan

**NOES:** None

**ABSTAINED:** None

**ABSENT:** Commissioners Blumenberg, Stephens

**Motion carried 3-0.**

**PUBLIC COMMUNICATIONS:** None. Closed at 7:02PM.

**CLOSED SESSION REPORT:** Mr. Bunn stated that the Board met in closed session; discussed and reviewed all items on the closed session agenda. Staff was given instructions on how to proceed as appropriate on these matters and there was no action taken that is reportable under The Brown Act.

**BOARD COMMUNICATIONS:** None.

**STAFF AND GENERAL MANAGER REPORTS:** Mr. Pendleton announced upcoming events at the Village and recognized the VC Reporter's Best of winners.

## **CONSENT AGENDA:**

### **A) Approval of Out-of-Town Travel Requests**

Recommended Action: Voice Vote.

That the Board of Port Commissioners approve the out-of-town travel requests for:

- a) Wayne Hatch, Maintenance Supervisor to attend the CA JPIA Management Academy from October 23, 2023 - October 26, 2023 in Indian Wells, California.
- b) Pat Hummer, Senior Harbor Patrol Officer to attend the CA JPIA Management Academy from October 23, 2023 - October 26, 2023 in Indian Wells, California.



- c) Jennifer Talt-Lundin, Marketing Manager to attend the Visit California Outlook Forum from March 10, 2024 - March 13, 2024 in Rancho Mirage, CA.
- d) Ruby Hedrick, Marketing & Events Coordinator II to attend the Visit California Outlook Forum from March 10, 2024 - March 13, 2024 in Rancho Mirage, CA.
- e) John Higgins, Harbormaster to attend and instruct a California Division of Boating Coastal Boat Operator Class October 29, 2023 - November 3, 2023 at Pillar Point Harbor, San Mateo, California.
- f) Sergio Gonzalez, Facilities Manager to attend the JPIA Training Registrants Academy from November 13, 2023 - November 14, 2023 in Indian Wells, CA.
- g) Brian D. Pendleton, General Manager to attend Sea Grant – NCCOS California Aquaculture Siting and Sustainability Workshop on November 2, 2023 in San Diego, CA.

Public Comment: None.

**ACTION:** Commissioner Brennan moved to approve the Out-of-Town travel requests.

Commissioner Rainey seconded. The roll call vote was as follows:

**AYES:** Commissioners Gardina, Rainey, Brennan

**NOES:** None

**ABSTAINED:** None

**ABSENT:** Commissioners Blumenberg, Stephens

**Motion carried 3-0.**

#### **STANDARD AGENDA:**

##### **1) Approval of Fee Increases for Harbor Village Operations**

Recommended Action: Voice Vote.

That the Board of Port Commissioners approve fee increases effective January 1, 2024 for:

- a) Harbor Village Common Area Maintenance.
- b) Harbor Village Commercial Marina Slips.
- c) Harbor Village Events.

Report by Gloria Adkins, Accounting Manager, Dave Werneburg, Marina Manager, Susan Bogue, Film & Events Liaison and John Higgins, Harbormaster.

Public Comment: Burt Handy spoke about outdoor water usage and how the district should evaluate water usage by their customers.

**ACTION:** Commissioner Rainey moved to approve fee increases effective January 1, 2024 for:

- a) Harbor Village Common Area Maintenance.
- b) Harbor Village Commercial Marina Slips.
- c) Harbor Village Events.

Commissioner Brennan seconded. The roll call vote was as follows:

**AYES:** Commissioners Gardina, Rainey, Brennan

**NOES:** None


**ABSTAINED: None**

**ABSENT: Commissioners Blumenberg, Stephens**

**Motion carried 3-0.**

**ADJOURNMENT:** The meeting was adjourned in honor of Senator Dianne Feinstein at 7:50PM.

The next regular meeting is Wednesday, October 18, 2023.

  
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Anthony Rainey, Secretary