

# VENTURA PORT DISTRICT

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## BOARD OF PORT COMMISSIONERS REGULAR MEETING MINUTES OF FEBRUARY 7, 2024

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### **CLOSED SESSION**

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

The Ventura Board of Port Commissioners Regular Closed Session Meeting was called to order by Chair Blumenberg at 6:30PM at the Ventura Port District Administration Office, 1603 Anchors Way Drive, Ventura, CA 93001 and via Zoom meeting.

#### **ROLL CALL:**

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

Michael Blumenberg, Chair  
Jackie Gardina, Vice-Chair  
Anthony Rainey, Secretary  
Brian Brennan  
Chris Stephens

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

None

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

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

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

Tom Bunn, Lagerlof LLP via Zoom  
Jeremy Shulman, Lagerlof LLP via Zoom

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

0 via zoom; 0 in-person

**PUBLIC COMMUNICATIONS:** None. Closed at 6:31PM.

**CONVENED TO CLOSED SESSION AT 6:32PM.**

**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 Chair Blumenberg 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 Harbormaster, John Higgins

**ROLL CALL:**

**Commissioners Present:**

Michael Blumenberg, Chair  
Jackie Gardina, Vice-Chair  
Anthony Rainey, Secretary  
Brian Brennan  
Chris Stephens

**Commissioners Absent:**

None

**Port District Staff:**

Brian D. Pendleton, General Manager via Zoom  
Todd Mitchell, Sr. Business Operations Manager  
Jessica Rauch, Clerk of the Board  
Gloria Adkins, Accounting Manager  
Sergio Gonzalez, Facilities Manager via Zoom  
Wayne Hatch, Maintenance Supervisor via Zoom  
John Higgins, Harbormaster  
Pat Hummer, Senior Harbor Patrol Officer via Zoom  
Jessica Snipas, Business Operations Analyst via Zoom  
Dave Werneburg, Marina Manager via Zoom

**Legal Counsel:**

Tom Bunn, Lagerlof Lawyers LLP via Zoom

**City of Ventura Liaisons**

Councilmember McReynolds, City Council Liaison – Absent

**Number of interested persons:**

0 via zoom; 0 in person

**ADOPTION OF AGENDA**

**ACTION:** Commissioner Stephens moved to adopt the February 7, 2024 agenda.

Commissioner Rainey seconded. The vote was unanimous.

## **APPROVAL OF MINUTES**

The Minutes of the January 17, 2024 Port Commission Regular Meeting were considered as follows:

**ACTION:** Vice-Chair Gardina moved to approve the Minutes of the January 17, 2024 Port Commission Regular Meeting.

**Commissioner Stephens seconded. The vote was unanimous.**

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

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

**BOARD COMMUNICATIONS:** Vice-Chair Gardina thanks staff for keeping the Commissioners up to date on the storms. Chair Blumenberg attend the City's GPAC meeting and City Council Goal Setting Session. He also commented that Portside is getting good coverage in the Breeze newspaper.

**STAFF AND GENERAL MANAGER REPORTS:** Mr. Pendleton reported on upcoming events at Harbor Village.

## **CONSENT AGENDA:**

### **A) Termination of Current Restaurant Lease Agreement with The Sugar Lab Bake Shop, LLC dba Sugar Lab Bake Shop for 1567 Spinnaker Drive #105A & #105B**

Recommended Action: Voice Vote.

That the Board of Port Commissioners approve a termination of an Office Lease Agreement, dated June 1, 2023, between the Ventura Port District dba Ventura Harbor Village and The Sugar Lab Bake Shop, LLC dba Sugar Lab Bake Shop for 1567 Spinnaker Drive #105A & #105B, consisting of approximately 1,330 square feet.

Public Comment: None.

**ACTION:** Commissioner Brennan moved to approve a termination of an Office Lease Agreement, dated June 1, 2023, between the Ventura Port District dba Ventura Harbor Village and The Sugar Lab Bake Shop, LLC dba Sugar Lab Bake Shop for 1567 Spinnaker Drive #105A & #105B, consisting of approximately 1,330 square feet.

**Commissioner Stephens seconded. The vote was unanimous.**

### **B) Award of Bid for the Ventura Harbor Launch Ramp Floating Dock Replacement Project** Recommended Action: Voice Vote.

That the Board of Port Commissioners award the bid from Bluewater Marine, Inc. in the amount of \$328,215.00 for the Ventura Harbor Launch Ramp Floating Dock Replacement Project.

Public Comment: None.



**ACTION:** Commissioner Brennan moved to award the bid from Bluewater Marine, Inc. in the amount of \$328,215.00 for the Ventura Harbor Launch Ramp Floating Dock Replacement Project.

Commissioner Stephens seconded. The vote was unanimous.

**STANDARD AGENDA:**

**1) Award of Bid for the Ventura Harbor Village Restroom Enhancements at 1559 and 1583 Spinnaker Drive**

Recommended Action: Voice Vote.

That the Board of Port Commissioners:

- 1) Accept the low bid from F.C.T. Construction, Inc. in the amount of \$450,000.
- 2) Approve a Budget Adjustment to the 5-Year Capital Improvement Plan for the Ventura Harbor Village Restroom Remodel Project at 1559 and 1583 Spinnaker Drive.

Report by Todd Mitchell, Sr. Business Operations Manager.

Public Comment: None.

**ACTION:** Commissioner Stephens moved to accept the low bid from F.C.T. Construction, Inc. in the amount of \$450,000 and approve a Budget Adjustment to the 5-Year Capital Improvement Plan for the Ventura Harbor Village Restroom Remodel Project at 1559 and 1583 Spinnaker Drive.

Vice-Chair Gardina seconded. The vote was unanimous.

**2) Rejection of Bid for the Ventura Harbor Public Boat Wash Down Station Replacement Project**

Recommended Action: Voice Vote

That the Board of Port Commissioners reject the bid from ADA General Engineering Inc. in the amount of \$218,500.00 for the Ventura Harbor Public Boat Wash Station Replacement Project.

Report by Todd Mitchell, Sr. Business Operations Manager.

Public Comment: None.

**ACTION:** Commissioner Brennan moved to reject the bid from ADA General Engineering Inc. in the amount of \$218,500.00 for the Ventura Harbor Public Boat Wash Station Replacement Project.

Commissioner Stephens seconded. The vote was unanimous.

**3) Award of Bid for the Ventura Inner Harbor Dredging Project: Two Locations**

Recommended Action: Voice Vote.

That the Board of Port Commissioners award the bid from Manson Construction, Inc. in the amount of \$1,333,000 for the Ventura Inner Harbor Dredging: Two Locations Project.

Report by Todd Mitchell, Sr. Business Operations Manager.

Public Comment: None.

**ACTION:** Commissioner Brennan moved to award the bid from Manson Construction, Inc. in the amount of \$1,333,000 for the Ventura Inner Harbor Dredging: Two Locations Project.

Commissioner Rainey seconded. The vote was unanimous.

**4) Status Report on Recent and Forecasted Pacific Storm Events**

Recommended Action: Informational.

That the Board of Port Commissioners receive a report on recent Pacific winter storm events impacting Ventura.

Report by John Higgins, Harbormaster.

Public Comment: None.

**ACTION:** The Board of Port Commissioners receive a report on recent Pacific winter storm events impacting Ventura.

**No action was taken.**

**ADJOURNMENT:** The meeting was adjourned at 8:05PM.

The next regular meeting is Wednesday, February 21, 2024.

  
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Anthony Rainey, Secretary