

# VENTURA PORT DISTRICT

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## BOARD OF PORT COMMISSIONERS REGULAR MEETING MINUTES OF OCTOBER 16, 2024

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### **CLOSED SESSION**

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

The Ventura Port District Board of Port Commissioners Regular Closed Session Meeting was called to order by Chair Blumenberg at 6:01PM 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  
Chris Stephens  
Elizabeth Howell

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

None.

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

Brian Pendleton, General Manager  
Todd Mitchell, Deputy General Manager  
Jessica Rauch, Clerk of the Board

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

Tom Bunn, Lagerlof, LLP

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

0 via zoom; 0 in-person

**PUBLIC COMMUNICATIONS:** None. Closed at 6:02PM

**CONVENED TO CLOSED SESSION AT 6:03PM.**

**ADJOURNMENT:** Closed Session was adjourned at 7:01PM.

**OPEN SESSION**

**ADMINISTRATIVE AGENDA:**

**CALL TO ORDER:**

The Ventura Port District Board of Port Commissioners' Regular Open Session Meeting was called to order by Chair Blumenberg at 7:06PM at the Ventura Port District Administration Office, 1603 Anchors Way Drive, Ventura, CA 93001 and via Zoom meeting.

**PLEDGE OF ALLEGIANCE:** By Commissioner Stephens.

**ROLL CALL:**

**Commissioners Present:**

Michael Blumenberg, Chair  
Jackie Gardina, Vice-Chair  
Anthony Rainey, Secretary  
Chris Stephens  
Elizabeth Howell

**Commissioners Absent:**

None.

**Port District Staff:**

Brian D. Pendleton, General Manager  
Jessica Rauch, Clerk of the Board  
Joe Gonzalez, Capital Projects Manager  
Sergio Gonzalez, Facilities Manager  
Will McReynolds, Management Assistant  
Jessica Perkins, Accountant  
Jessica Snipas, Business Operations Analyst  
Jennifer Talt-Lundin, Marketing Manager

**Legal Counsel:**

Tom Bunn, Lagerlof, LLP

**City of Ventura Liaisons:**

Councilmember Duran, City Council Liaison – Absent

**Number of interested persons:**

1 via zoom; 0 in person

**ADOPTION OF AGENDA**

**ACTION:** Commissioner Stephens moved to adopt the October 16, 2024 agenda.

**Vice-Chair Gardina seconded. The vote was unanimous.**

## **APPROVAL OF MINUTES**

The Minutes of October 2, 2024 Board of Port Commissioners' Regular Meeting were considered as follows:

**ACTION:** **Commissioner Rainey moved to approve the Minutes of the October 2, 2024 Regular Meeting.**

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

**PUBLIC COMMUNICATIONS:** None. Closed at 7:09PM.

**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:** Commissioner Howell reported that she took a tour of Ventura West Marina with Natasha and also did her District Harbor boat tour with staff. Vice-Chair Gardina mentioned she popped into The Loose Cannon and is glad to see it open.

**STAFF AND GENERAL MANAGER REPORTS:** Mr. Pendleton reported on the upcoming Halloween events and promotions at Harbor Village, the VC Reporter's "Best of" winners, The Loose Cannon opening and City Director's Hearing results. Mr. Mitchell reported on issues with dredging.

## **CONSENT AGENDA:**

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

Recommended Action: Voice Vote.

That the Board of Port Commissioners approve the out-of-town travel request for Deputy General Manager Todd Mitchell to attend the California Mobility & Parking Association Conference from November 4-7, 2024 in Costa Mesa, CA.

Public Comment: None.

**ACTION:** **Commissioner Stephens moved to approve the out-of-town travel request for Deputy General Manager Todd Mitchell to attend the California Mobility & Parking Association Conference from November 4-7, 2024 in Costa Mesa, CA.**

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

### **B) Approval of a Professional Services Agreement with Rasmussen & Associates for Architectural Services**

Recommended Action: Voice Vote.

That the Board of Port Commissioners approve a Professional Services Agreement with Rasmussen & Associates in the amount of \$48,092 for the architectural design and permitting for 1559 Spinnaker Dr. Suite 101 & 102.

Public Comment: None.

**ACTION:** Commissioner Stephens moved to approve a Professional Services Agreement with Rasmussen & Associates in the amount of \$48,092 for the architectural design and permitting for 1559 Spinnaker Dr. Suite 101 & 102.

Commissioner Howell seconded. The vote was unanimous.

**C) Approval of a New Fishery Lease Agreement with J DeLuca Fish Company, Inc.**  
Recommended Action: Voice Vote.

That the Board of Port Commissioners approve a new Fishery Lease Agreement between the Ventura Port District dba “Ventura Harbor Village” and J DeLuca Fish Company, Inc. dba “J DeLuca Fish Company,” for the premises located at 1449 Spinnaker Drive, Suite #D, Ventura, California 93001, consisting of approximately 1,350 square feet.

Public Comment: None.

**ACTION:** Commissioner Stephens moved to approve a new Fishery Lease Agreement between the Ventura Port District dba “Ventura Harbor Village” and J DeLuca Fish Company, Inc. dba “J DeLuca Fish Company,” for the premises located at 1449 Spinnaker Drive, Suite #D, Ventura, California 93001, consisting of approximately 1,350 square feet.

Commissioner Howell seconded. The vote was unanimous.

**D) Approval of Amendment No. 2 to the Retail Lease Agreement with Commissioned Desserts LLC dba Top This Chocolate**  
Recommended Action: Voice Vote.

That the Board of Port Commissioners approve Amendment No. 2 to the Retail Lease Agreement between the Ventura Port District dba Ventura Harbor Village and Commissioned Desserts LLC dba Top This Chocolate for the premises located at 1559 Spinnaker Drive, Suite #109, Ventura, California 93001, consisting of approximately 1,381 square feet.

Public Comment: None.

**ACTION:** Commissioner Stephens moved to approve Amendment No. 2 to the Retail Lease Agreement between the Ventura Port District dba Ventura Harbor Village and Commissioned Desserts LLC dba Top This Chocolate for the premises located at 1559 Spinnaker Drive, Suite #109, Ventura, California 93001, consisting of approximately 1,381 square feet.

Commissioner Howell seconded. The vote was unanimous.

**E) Approval of a New Office Lease Agreement with the Buena Ventura Art Association**  
Recommended Action: Voice Vote.

That the Board of Port Commissioners approve a new Office Lease Agreement between the Ventura Port District dba “Ventura Harbor Village” and Buena Ventura Art Association, for the premises located at 1591 Spinnaker Drive, Suite #207, Ventura, California 93001, consisting of approximately 1,420 square feet.

Public Comment: None.

**ACTION:** Commissioner Stephens moved to approve a new Office Lease Agreement between the Ventura Port District dba “Ventura Harbor Village” and Buenaventura Art Association, for the premises located at 1591 Spinnaker Drive, Suite #207, Ventura, California 93001, consisting of approximately 1,420 square feet.

Commissioner Howell seconded. The vote was unanimous.

**F) Approval of a New Office Lease Agreement with Junior Explorers – Ventura LLC**

Recommended Action: Voice Vote.

That the Board of Port Commissioners approve a new Office Lease Agreement between the Ventura Port District dba “Ventura Harbor Village” and Junior Explorers – Ventura LLC dba “Junior Explorers”, for the premises located at 1591 Spinnaker Drive, Suite #117B, Ventura, California 93001, consisting of approximately 811 square feet.

Public Comment: Written public comment was received from Trysten Hicks, owner of Junior Explorers. Letter was posted on the District website and distributed to Commissioners.

**ACTION:** Commissioner Stephens moved to approve a new Office Lease Agreement between the Ventura Port District dba “Ventura Harbor Village” and Junior Explorers – Ventura LLC dba “Junior Explorers”, for the premises located at 1591 Spinnaker Drive, Suite #117B, Ventura, California 93001, consisting of approximately 811 square feet.

Commissioner Howell seconded. The vote was unanimous.

**STANDARD AGENDA:**

**1) Receive and File the Public Workshop Report and Approve the Workshop Minutes of September 14, 2024**

Recommended Action: Voice Vote.

That the Board of Port Commissioners:

- a) Receive and file a report on the public workshop held on September 14, 2024.
- b) Approve the September 14, 2024 Workshop minutes.

Report by Brian D. Pendleton, General Manager.

Public Comment: None. Closed at 8:33PM

Commissioner's comments:

**Parking Management Implementation**

- Focus on managing parking effectively as a scarce resource.
- Ensure a slow, steady rollout with functioning systems and clear communication.
- Consider the balance between net revenue and potential deterrence due to parking cost.
- Emphasize using parking fees as a tool for resource management.
- Clear messaging is essential, including a timeline for implementation and public communication during the rollout.
- QR code system for communication with the District.



- Validation for parking is a priority for businesses.
- Explore options for a trolley or water taxi while considering economic feasibility.
- Need reliable infrastructure for technology to be effective.

#### Harbor Sustainability & Resiliency

- Many restaurant owners find it economically unfeasible to eliminate plastics, Styrofoam, and similar materials.
- While promoting or encouraging sustainability changes remains a goal, it is recognized as a challenging path for achieving broader objectives.
- Trash and stagnant water in the harbor are significant concerns and potential solutions, like the VIM catchment system should be explored.
- Availability and maintenance of pump-out facilities are critical for harbor health.

#### Public Safety

- The life jacket loaner program was successful and should be expanded if needed.
- Although statistically not a major issue, underreporting is a concern as many incidents occur when boat owners are not present.
- Paddle boats present risk (damage to boats). There is a need to evaluate age requirements and vendor responsibilities.
- Issues like homeless individuals in the restrooms and digging through the trash create discomfort for families. Staff should focus on strategies to manage these problems effectively.

#### Economic Development

- Need strategy to attract younger generation.
- Like the events for children and schools as they build local engagement and a sense of community.
- Explore activities and gathering spots around the new fisheries building, emphasizing education.
- Significant enthusiasm for Parcel 5, with a stage being a top priority.

**ACTION: Commissioner Howell moved to:**  
a) **Receive and file a report on the public workshop held on September 14, 2024.**  
b) **Approve the September 14, 2024 Workshop minutes.**

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

**ADJOURNMENT:** The meeting was adjourned at 8:36PM.

The next regular meeting is Wednesday, November 20, 2024.

  
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Anthony Rainey, Secretary