VENTURA PORT DISTRICT
BOARD OF PORT COMMISSIONERS

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

Brian D. Pendleton, General Manager
Todd Mitchell, Deputy General Manager
Tom Bunn, Legal Counsel
Jessica Rauch, Clerk of the Board

REGULAR MEETING
WEDNESDAY, OCTOBER 16, 2024

VENTURA PORT DISTRICT OFFICE
1603 ANCHORS WAY DRIVE
VENTURA, CA 93001

CLOSED SESSION – 6:00PM
OPEN SESSION – 7:00PM

PUBLIC PARTICIPATION OPTIONS

MEETINGS WILL BE CONDUCTED IN A HYBRID MODEL WITH BOTH IN-PERSON ATTENDANCE AND VIRTUAL PARTICIPATION.

WATCH THE MEETING LIVE
https://us02web.zoom.us/j/83276329300
Webinar ID: 832 7632 9300
1-669-900-6833
1-253-215-8782

PUBLIC COMMENT VIA ZOOM
To request to speak on an item, use the "raise hand" button to notify the Clerk. The Clerk will announce public speakers and unmute participants to speak. Please be mindful that the meeting will be recorded, and all rules of procedure and decorum apply for in-person attendees and those participating virtually.

SUBMIT PUBLIC COMMENT VIA EMAIL
To submit written comments on a specific agenda item, please do so via email by 4:00PM on the day of the meeting. When sending an email, please indicate in the subject line, the agenda item number (i.e. General Public Comment or Consent Item A). Written comments should be no more than 1,000 characters in length. Written comments will be distributed to the Commission and will be posted as a supplemental packet on the District's website at https://venturaharbor.com/board-meeting-documents/. Please submit your comment to the Clerk of the Board at jrauch@venturaharbor.com.

CLOSED SESSION
6:00PM

CALL TO ORDER: *By Chair Michael Blumenberg.*

ROLL CALL: *By the Clerk of the Board.*

PUBLIC COMMUNICATIONS (3 minutes)
The Public Communications period is set aside to allow public testimony on items only on the Closed Session Agenda. Each person may address the Commission for up to three minutes or at the discretion of the Chair.

CONVENE IN CLOSED SESSION

CLOSED SESSION AGENDA

1. CONFERENCE WITH REAL PROPERTY NEGOTIATORS - PER GOVERNMENT CODE SECTION 54956.8:

a) Property: **1567 Spinnaker Drive #104**
District Negotiators: Brian D. Pendleton, Todd Mitchell, Tom Bunn
Negotiating Parties: Richardo & Christina Magana dba Baja Bay Surf n Taco
Under Negotiation: **Price and Terms of Payment for New Restaurant Lease Agreement**

2. PUBLIC EMPLOYEE PERFORMANCE EVALUATION PER GOVERNMENT CODE SECTION 54957(B)(1): Brian D. Pendleton, General Manager - Annual Review

ADJOURNMENT

OPEN SESSION
7:00PM

CALL TO ORDER: *By Chair Michael Blumenberg.*

PLEDGE OF ALLEGIANCE: *By Chair Michael Blumenberg.*

ROLL CALL: *By the Clerk of the Board.*

ADOPTION OF AGENDA
Consider and approve, by majority vote, minor revisions to agenda items and/or attachments and any item added to or removed/continued from the Port Commission's agenda. Administrative Reports relating to this agenda and materials related to an item on this agenda submitted after distribution of the agenda packet are available for public review at the Port District's office located at 1603 Anchors Way Drive, Ventura, CA during business hours as well as on the District's website - www.venturaharbor.com.

APPROVAL OF MINUTES
The Minutes of September 18, 2024 Port Commission Regular Meeting will be considered for approval.

PUBLIC COMMUNICATIONS

The Public Communications period is set aside to allow public testimony on items not on today's agenda. Each person may address the Commission for up to three minutes or at the discretion of the Chair.

CLOSED SESSION REPORT

Closed Sessions are not open to the public pursuant to the Brown Act. Any reportable actions taken by the Commission during Closed Session will be announced at this time.

BOARD COMMUNICATIONS

Port Commissioner's may present brief reports on port issues, such as seminars, meetings and literature that would be of interest to the public and/or Commission, as a whole. Port Commissioner's must provide a brief summary and disclose any discussions he or she may have had with any Port District Tenants related to Port District business.

STAFF AND GENERAL MANAGER REPORTS

Ventura Port District Staff, Legal Counsel and General Manager will give the Commission updates on important topics or items of general interest if needed.

CONSENT AGENDA:

Matters appearing on the Consent Calendar are expected to be non-controversial and will be acted upon by the Board at one time, without discussion, unless a member of the Board or the public requests an opportunity to address any given item. Approval by the Board of Consent Items means that the recommendation is approved along with the terms set forth in the applicable staff reports.

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.

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.

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.

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.

E) Approval of a New Office Lease Agreement with the Buenaventura 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 Buenaventura Art Association, for the premises located at 1591 Spinnaker Drive, Suite #207, Ventura, California 93001, consisting of approximately 1,420 square feet.

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.

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.

ADJOURNMENT

This agenda was posted on Friday, October 11, 2024 by 6:00p.m. at the Port District Office and online at https://venturaharbor.com/board-meeting-documents/

◆

In compliance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting, please contact the Ventura Port District at (805) 642-8538 or the California Relay Service at 711 or (800) 855-7100. Notification 72 hours prior to the meeting will enable the District to make reasonable arrangements to ensure accessibility. (28 CFR 35.102.35.104 ADA Title II)

BOARD OF PORT COMMISSIONERS
OCTOBER 16, 2024

APPROVAL OF MINUTES
OCTOBER 2, 2024
REGULAR MEETING

VENTURA PORT DISTRICT

BOARD OF PORT COMMISSIONERS
REGULAR MEETING MINUTES OF OCTOBER 2, 2024

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 6:00PM 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
Jessica Rauch, Clerk of the Board

Legal Counsel:
Reid Miller, Lagerlof, LLP
Tom Bunn, Lagerlof, LLP
Robert Bailey, Lagerlof, LLP

Number of interested persons:
0 via zoom; 0 in-person

PUBLIC COMMUNICATIONS: None. Closed at 6:01PM

CONVENED TO CLOSED SESSION AT 6:01PM.

ADJOURNMENT: Closed Session was adjourned at 6:57PM.

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 7:01PM 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
Gloria Adkins, Accounting Manager
Calli Brazerol, Marketing & Events Coordinator
Joe Gonzalez, Capital Projects Manager via Zoom
Sergio Gonzalez, Facilities Manager via Zoom
John Higgins, Harbormaster
Will McReynolds, Management Assistant
Jessica Perkins, Accountant via Zoom
Jessica Snipas, Business Operations Analyst
Jennifer Talt-Lundin, Marketing Manager via Zoom
Dave Werneburg, Marina Manager

Legal Counsel:
Reid Miller, Lagerlof, LLP

City of Ventura Liaisons:
Councilmember Duran, City Council Liaison – Present via Zoom

Number of interested persons:
2 via zoom; 4 in person

ADOPTION OF AGENDA

ACTION: Commissioner Howell moved to adopt the October 2, 2024 agenda.

Commissioner Rainey seconded. The vote was unanimous.

APPROVAL OF MINUTES
The Minutes of the September 18, 2024 Board of Port Commissioners' Regular Meeting were considered as follows:

ACTION: Commissioner Howell moved to approve the Minutes of the September 18, 2024 Regular Meeting.

Commissioner Rainey seconded. The vote was unanimous.

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

CLOSED SESSION REPORT: Mr. Miller 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: Chair Blumenberg reported he attend Yacht Club dock ribbon cutting and appreciated the invitation. Closed at 7:05PM.

STAFF AND GENERAL MANAGER REPORTS: Mr. Pendleton reported on past and upcoming events and promotions at Harbor Village and mentioned that it is currently spiny lobster season and to check out the fish market.

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 Maintenance Supervisor Wayne Hatch to attend the California Building Officials Education Week from October 27 - 30, 2024 in Costa Mesa, CA.

Public Comment: None.

ACTION: Vice-Chair Gardina moved to approve the out-of-town travel request for Maintenance Supervisor Wayne Hatch to attend the California Building Officials Education Week from October 27 - 30, 2024 in Costa Mesa, CA.

Commissioner Howell seconded. The vote was unanimous.

STANDARD AGENDA:

1) Adoption of Resolution No. 3511 Approving the Financial Statements and Checks for April through June 2024

Recommended Action: Roll Call Vote.

That the Board of Port Commissioners adopt Resolution No. 3511 to:

a) Accept the draft financial statements for the Quarter ending June 30, 2024, pending final year-end reconciliation adjustments and audit review.
b) Review the payroll and regular checks for April through June 2024.

Report by Gloria Adkins, Accounting Manager.

Public Comment: None. Closed at 7:17PM.

ACTION: Commissioner Howell moved to adopt Resolution No. 3511 to:

a) Accept the draft financial statements for the Quarter ending June 30, 2024, pending final year-end reconciliation adjustments and audit review.
b) Review the payroll and regular checks for April through June 2024.

Commissioner Stephens seconded. The vote was as follows:

AYES: Commissioners Blumenberg, Gardina, Rainey, Stephens, Howell
NOES:
ABSENT:
ABSTAINED:

Motion carried 5-0.

2) Appointment of California JPIA Board Director

Recommended Action: Voice Vote.

That the Board of Port Commissioners appoint one Commissioner to serve as Director for the Joint Powers Insurance Authority (JPIA) Board of Directors.

Report by Jessica Rauch, Clerk of the Board.

Public Comment: None. Closed at 7:21PM.

ACTION: Commissioner Stephens moved to appoint Commissioner Rainey to serve as Director for the JPIA Board of Directors.

Vice-Chair Gardina seconded. The vote was unanimous.

3) Consideration of Nomination of a Port Commissioner to be a LAFCo Special District Regular Member

Recommended Action: Voice Vote.

That the Board of Port Commissioners:

a) Consider the nomination of a Port Commissioner to fill the Regular Special District Member term on the Ventura Local Agency Formation Commission.
b) If a Commissioner is nominated, adopt a Resolution nominating that Port Commissioner to fill the Regular Special District Member term on the Ventura Local Agency Formation Commission from January 1, 2025 through December 31, 2028.

Report by Jessica Rauch, Clerk of the Board.

Public Comment: None. Closed at 7:29PM.

ACTION: Commissioner Rainey moved to adopt Resolution No. 3512 to nominate Commissioner Stephens to fill the Regular Special District Member term on the Ventura Local Agency Formation Commission from January 1, 2025 through December 31, 2028.

Vice-Chair Gardina seconded. The vote was as follows:

AYES: Commissioners Blumenberg, Gardina, Rainey, Stephens, Howell
NOES:
ABSENT:
ABSTAINED:

Motion carried 5-0.

4) Approval of Ventura Harbor Fee Schedules

Recommended Action: Voice Vote.

That the Board of Port Commissioners approve the fee schedules effective January 1, 2025 for:

a) Harbor Village Common Area Maintenance.
b) Harbor Village Events.
c) Harbor Village Commercial Marina Slips.
d) Dry Boat Storage.
e) Commercial Vendor Identification Cards.

Report by Gloria Adkins, Accounting Manager, Calli Brazerol, Marketing & Events Coordinator, and Dave Werneburg, Marina Manager.

Public Comment: None. Discussion on Common Area Maintenance (CAM) fees closed at 7:33PM. Events closed at 7:47PM. Commercial marina slips, and dry boat storage closed at 8:05PM. Vendor Identification Cards closed at 8:22PM.

ACTION: Commissioner Howell moved to approve the fee schedules as presented, with two caveats: (1) that staff prepare a policy for a minimum increase to CAM fees and report back to the Board, no later than when the District's mid-year budget is presented, with ideas for establishing a minimum CAM fee increase, perhaps via a percentage, and (2), with respect to the proposed

fees for the commercial marina slips, to keep the fee for 55-foot boats at 0% rather than the proposed 4.8% reduction.

Commissioner Rainey proposed that staff also report back on what the full cost recovery target would be for CAM fees and seconded.

Vice-Chair Gardina proposed and requested that the motion be divided in two so each item could be considered separately.

After further discussion, the motion was not moved to a vote and no action was taken.

ACTION: Vice-Chair Gardina moved to approve the fee schedules as presented for common area maintenance, village events, dry boat storage, and vendor identification cards, with direction to staff to report back with information on the delta that was discussed concerning CAM fees.

Commissioner Stephens seconded. The vote was unanimous.

ACTION: Commissioner Howell moved to approve the fee schedule for commercial marina slips subject to an amendment to keep the fee for 55-foot boats at 0%.

The motion was not seconded and failed.

ACTION: Vice-Chair Gardina moved to approve the commercial slip fee schedule as presented.

Commissioner Stephens seconded. The vote was unanimous.

5) Brown Act Presentation
Recommended Action: Informational.
That the Board of Port Commissioners receive a presentation from Lagerlof, LLP on the Ralph M. Brown Act.

Presentation by Reid Miller, Legal Counsel, Lagerlof, LLP.

Public Comment: None. Closed at 9:32PM.

ACTION: That the Board of Port Commissioners received a presentation from Lagerlof, LLP on the Ralph M. Brown Act.

ADJOURNMENT: The meeting was adjourned at 9:37PM.

The next regular meeting is Wednesday, October 16, 2024.

_____
Anthony Rainey, Secretary

BOARD OF PORT COMMISSIONERS
OCTOBER 16, 2024

DEPARTMENTAL STAFF REPORTS
SEPTEMBER 2024
&
GUIDING PRINCIPLES
FIVE-YEAR OBJECTIVES INDEX

GUIDING PRINCIPLES	
1)	Maintain a safe, navigable, and resilient harbor.
2)	Advance the harbor's vibrant, working waterfront in support of commercial and recreational fishing and boating.
3)	Grow financial sustainability through a reliable, recurring revenue stream supplemented with grants and public-private partnership investment while maintaining responsible budgeting practices.
4)	Establish and implement harbor-wide environmental sustainability policies and practices through collaboration with our business partners.
5)	Build respectful, productive relationships with employees, tenants, residents, visitors, stakeholders, public officials, and elected representatives while promoting diversity, equity, and inclusion.
6)	Provide exceptional public service and organizational transparency.
7)	Provide high-quality Harbor and coastal visitor-serving amenities, services, facilities and infrastructure.
8)	Support the Channel Islands National Park in its efforts to provide a first-class visitor center, educational resources, and ferry boat services to the islands.

5-YEAR OBJECTIVES		STRATEGY	
D)	Ensure dredging occurs annually at the federal Harbor entrance and as needed in the inner Harbor.	1)	Support and advocate for congressional funding to the Army Corps of Engineers in support of the Harbor's annual dredging program
		2)	On-going leadership and participation with California Marine Affairs and Navigation Conference (CMANC) and other relevant organizations in support of federal and state assistance
		3)	Ventura Port District Dredging
E)	Encourage public and civic engagement; maintain high levels of organizational transparency; and promote Harbor-wide diversity, equity and inclusion through District policies, procedures and programs.	1)	Collaborate with business partners and stakeholders through increased engagement, communication, and participation.
		2)	Collaborate with City, regional, state, and federal agency officials in pursuit of mutually beneficial projects, programs
		3)	Public and Civic Engagement Planning
		4)	Updates to District policies to reflect improved transparency and DEI
F)	Support current and future commercial fishing and sustainable aquaculture industries. Maintain and improve working waterfront facilities and infrastructure.	1)	Engage with commercial fishing and sustainable aquaculture interests in Ventura Harbor
		2)	Continue improvements of District's Working Waterfront infrastructure
		3)	Continue to pursue opportunities for diversifying commercial fishing and sustainable aquaculture
M)	Collaborate with Master Tenants and National Park Service to plan, improve, and develop the Harbor in a financially and environmentally sustainable way.	1)	Engagement and support of Master Tenants for successful business operations at the Harbor
		2)	Evaluate opportunities for Parcel Development
		3)	Implement sustainability technologies at the Harbor
		4)	VenturaWaterPure
N)	Maintain and grow Channel Islands National Park Service (NPS) presence and customer visitation to the Harbor.	1)	Work with NPS and harbor visitors regarding enhancement of visitor experience.
		2)	Coordinate with NPS Superintendent to evaluate long-term goals and improvement needs for the Channel Islands National Park Visitor Center
		3)	Coordinate with National & California State Parks, and City to develop destination-based ecotourism offerings
P)	Implement parking management, traffic circulation, and multi-modal transportation strategies.	1)	Work with City to improve access between the City and Harbor
		2)	Evaluate alternative and active methods for people to travel to and within the Harbor and pursue needed improvements and strategies in partnership with the City
		3)	Pursue and implement parking management solutions to increase vehicle circulation
R)	Seek opportunities to grow revenues and secure grants; continue to improve the quality, efficiency, and transparency of financial reporting, monitoring, and property management.	1)	Utilize grant funding opportunities for sustainable Harbor infrastructure
		2)	Seek additional grant funding for improving/replacing District capital assets.
		3)	Leasing/Property Management
		4)	Update of Financial Management System
		5)	Financial Reporting
V)	Maintain and improve Harbor Village facilities, infrastructure, and amenities.	1)	Ongoing investment in Harbor Village Infrastructure
		2)	Develop and implement an Annual Visitation Plan for Ventura Harbor Village.

VENTURA PORT DISTRICT
DEPARTMENTAL STAFF REPORT Meeting Date: October 16, 2024

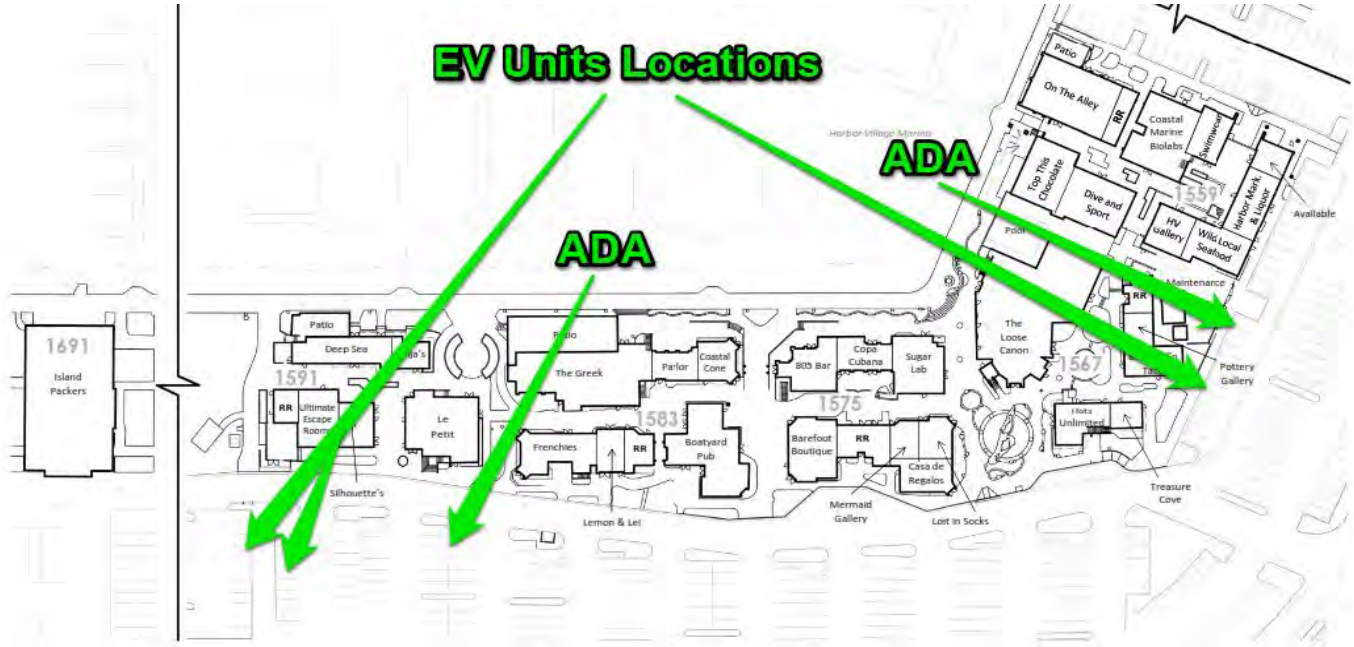
TO: Board of Port Commissioners
FROM: Todd Mitchell, Deputy General Manager
Joe A. Gonzalez, Capital Projects Manager
SUBJECT: September 2024 Capital Projects Report

1567 SPINNAKER DR. SUITE 101, FACADE RENOVATION
Status: On Going
Budget: On Budget
The exterior electrical upgrades (new switch gear and conduits to the transformer) have been completed and have passed Southern California Edison's (Edison) and City inspection. Edison has determined that its transformer that feeds the new switch gear needs to be upgraded and has scheduled the replacement for October 17th. All effected tenants and staff have received the power outage notice that the replacement will be scheduled early in the morning between 1am-3am.

Staff is anticipating presenting the Notice of Completion for this project at the November 20th Board meeting for approval.

LAUNCH RAMP WASHDOWN STATION AND FLOATING DOCK REPLACMENT PROJECTS
Status: Ongoing
Budget: Grant Funded
DBW has approved the District's final designs and has issued formal approval. The District's contractors are preparing to commence work once materials are ready and (in the case of the floating docks), the City of Ventura has issued building permits.

INSTALLATION OF ELECTRICAL VEHICLE CHARGING UNITS
Status: Ongoing
Budget: Grant Funded
The District is working with Edison to complete the installation of 21 charging units at two different locations within the Ventura Harbor Village parking lot. This project is largely funded by Edison with additional reimbursement coming from the Center for Sustainable Energy (CALeVIP). Edison broke ground in the last week of August. The two locations are located at 1591 and 1567 Spinnaker. Both locations will have ADA accessible chargers. Edison has broken ground at both sites but their contractor has had interruptions in their work that have caused fencing of the work area to remain up longer than intended. In particular, our tenants adjacent to the 1567 Spinnaker Dr. location have alerted staff that they have experienced business impacts from the protracted timeline. Staff have been in contact with senior personnel at Edison to expedite and potentially seek remedy.


EV Units Locations
ADA
ADA
Patio
On The Alley
RR
Coastal Marine Biolabs
Swimwear
Top This Chocolate
Dive and Sport
1559
Harbor Mark & Liquor
HV Gallery
Wild Local Seafood
Available
Pool
Maintenance
RR
1691
Island Packers
Patio
Deep Sea
1591
RR
Ultimate Escape Room
Le Petit
Silhouette's
Patio
The Greek
Parlor
Coastal Cone
1583
Frenchies
RR
Boatyard Pub
Lemon & Lei
805 Bar
Copa Cubana
Sugar Lab
1575
Barefoot Boutique
RR
Casa de Regalos
Mermaid Gallery
Lost in Socks
The Loose Canon
1567
Unlimited
Treasure Cove
Pottery Gallery

PARCEL 19A NEW DRY BOAT STORAGE & PARKING LOT IMPROVEMENTS PROJECT
Status: On Going
Budget: On Budget

The City of Ventura has approved the use of "Parcel 19A" as a hybrid of Dry Boat Storage and regular surface parking that will also accommodate vehicles with boat-trailers. The parcel was used by the City of Ventura for dry boat storage during the VenturaWaterPure project construction (mostly hosting boats temporarily displaced from Derecktor Ventura) as well as for staging by Blois Construction. With the VenturaWaterPure project complete, the District is now working to reconfigure the lot as approved by the City's Planning department.

During the period where Blois was staging in 19A, the District retained Blois to perform some construction changes within the parcel – the removal of the grass median and partial removal of a concrete island. Blois was also required under their contract with the City to reseal the entire parking lot and paint it with new parking stripes for the new layout. Staff worked with Blois to ensure that these tasks were completed to the District's satisfaction.

The next phases of work will be to add electrical service for the gates and new light fixtures as well as to update the landscaping along Harbor Blvd. per the City's permit conditions.

Removal of grass median and planter

Sealing and Painting Completed

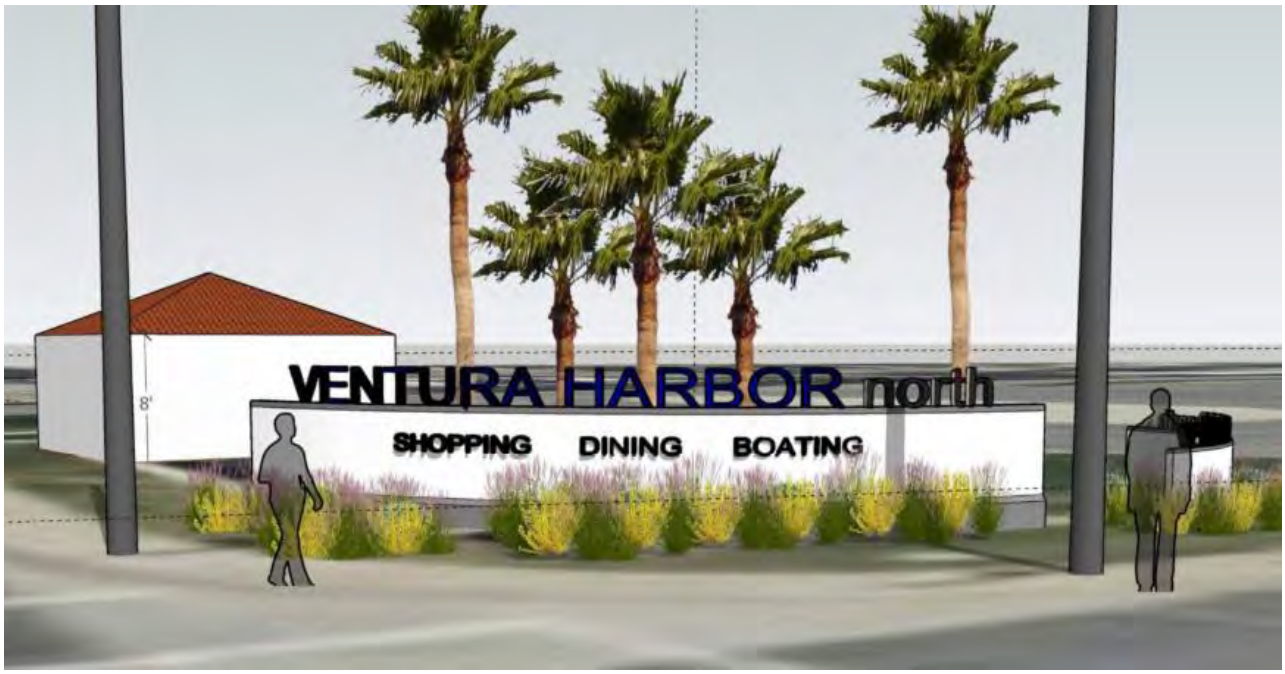
1575 SPINNAKER DR. FACADE RENOVATION
Status: Entitlements
Budget: On Budget
Staff have worked with architectural firm Rasmussen & Associates to design a façade renovation for 1575 Spinnaker Dr. (the former location of The 805 Bar/Copa Cubana and Sugar Lab), which includes changes to the building, patio, and a portion of the roof. The City's Design Review Committee (DRC) reviewed the District's submission during a public hearing on August 21. The architect updated the design per the requirements of the DRC and resubmitted to the City. The City will consider this item at a Director's Hearing on October 14. Following approval, the District's architect will begin preparing architectural and engineering drawings for submission to the City for Building and Safety approval. Construction of this project is in the FY24-25 budget.

Rendering showing the marina-side of the building.

Second rendering showing the marina-side of the building.

SCHOONER/HARBOR MONUMENT SIGN
Status: Entitlements
Budget: On Budget

District staff have worked with architectural firm Coastal Architects to update the District's Master Sign Program to add and include a new monument sign at the corner of Schooner Dr. and Harbor Blvd. The City's Design Review Committee (DRC) reviewed the District's submission during a public hearing on August 21. The architect updated the design per the requirements of the DRC and resubmitted to the City. The City will consider this item at a Director's Hearing on October 14. Following approval, the District's architect will submit construction plans to the City for Building and Safety approval. Construction of this project is in the FY24-25 budget.



VENTURA PORT DISTRICT
DEPARTMENTAL STAFF REPORT Meeting Date: October 16, 2024

TO:	Board of Port Commissioners
FROM:	Brian D. Pendleton, General Manager
	Todd Mitchell, Deputy General Manager
SUBJECT:	September 2024 Dredging Report

OUTER HARBOR DREDGING (FEDERAL NAVIGATION CHANNEL)

Political Advocacy for Federal Dredging

In September, the Deputy General Manager traveled as the Chair of the CMANC to the fall meeting in Santa Cruz as well as representing CMANC's Executive Board to Washington DC to meet with federal representatives and their staff to advocate for completing the federal navigation obligation for California ports and harbors.

During the CMANC conference in Santa Cruz, CMANC members discussed a permitting issue that has arisen between the Corps and the Los Angeles Regional Water Quality Control Board revolving around language of a Clean Water Act permit. This issue has prevented the Corps from soliciting for dredging of Channel Islands Harbor. Delays in commencing dredging at Channel Islands Harbor will have impacts to Ventura Harbor dredging.

CMANC members strategized an approach to this and made this the top priority for the CMANC Executive Board visit to Washington. The CMANC team was in early communication with the Corps leadership in Headquarters and the meeting held between CMANC and the Corps included the national Director of Civil Works, the national Navigation Chief, and a member of the Corps' legal counsel. CMANC was able to advise the headquarters team of the urgency of the issue and concerns regarding communication between the agencies and shed light on the timing impacts. CMANC also advised that affected member agencies would be recruiting political support to urge resolution.

To that point, during the Washington visit, CMANC was also able to meet with federally elected officials' staff to enlist their support with those members sending letters to leadership of the Corps, the State Water Quality Control Board, and the Los Angeles Regional Water Quality Control Board.

Legal counsel from these agencies are to meet on October 8th to address the issue, however CMANC, Ventura Port District, Ventura County (Channel Islands Harbor), Port Hueneme (the city), and the Port of Hueneme (the port) will continue to use political channels to urge resolution of the issue through Congress, Senate, California State Assembly, and California State Senate. The ongoing relationship building of the Ventura Port District with these elected officials and their staff are critical in ensuring their cooperation on these matters.

2025 Dredging Funding

On Monday, March 11th, the President's FY25 budget proposal to Congress was released and included $8.796M for Ventura Harbor maintenance dredging. This figure appears to fully support the budget recommendations of the LA District of the Corps to complete the next procurement cycle (Q4 of this year) and to perform dredging in early 2025.

Detached Breakwater Repair

The detached breakwater protecting the Ventura Harbor entrance was damaged during storm events in December 2023 through January 2024 with armor rock being displaced. The breakwater

is still fully functional, but the displaced armor rock makes the structure more vulnerable to faster deterioration.

District staff evaluated and requested the Corps perform an inspection. Corps staff did a visual inspection in March and returned on July 29 for a more comprehensive inspection. The findings of that report show that there are portions of the breakwater with a “D” rating (where A is the best and F is the worst). District staff is beginning to lobby to have the Corps receive funding to perform a “Plans & Specifications” study to evaluate the estimated cost of repairs and prepare specifications for construction. Breakwater repairs generally take more than 5 years to be funded and subsequently executed by the Corps.

INNER HARBOR DREDGING

Inner harbor dredging was successfully completed in March 2024 and the inner harbor channels are in very good condition for navigation.

ATTACHMENT:

Attachment 1 – Carpi & Clay Federal Report

CARPI & CLAY

Federal Update

October 1, 2024

FY25 Appropriations Update

By a strong bipartisan vote in both the House and Senate, Congress passed a **Continuing Resolution** (CR) on September 25th to fund federal agencies through December 20th. The CR includes additional funding for the Secret Service and the Presidential Transition, and it extends several expiring authorizations, including the Temporary Assistance for Needy Families (TANF) and the National Flood Insurance Program (NFIP). While no additional funding was allocated for the Federal Emergency Management Agency (FEMA), the resolution allows FEMA to spend at an accelerated rate to respond to disasters during the CR period. Speaker Mike Johnson (R-LA) acknowledged that while the clean CR was not ideal for House Republicans, it is the most prudent option to avoid a government shutdown. Looking forward, the November elections are expected to influence the final Fiscal Year (FY) 2025 appropriations, with Congress also needing to address significant legislative items such as FY25 National Defense Authorization Act and the Water Resources Development Act of 2024.

CONGRESSIONAL ACTIVITY

House Passes EV Bill. On September 12th, the House passed the *End Chinese Dominance of Electric Vehicles in America Act* (**H.R. 7980**) by a vote of 217 to 192. The bill expands restrictions on electric vehicles (EVs) eligible for federal tax credits, excluding those with batteries containing critical minerals from foreign entities of concern or tied to specific licensing agreements. The bill now moves to the Senate for consideration.

California Democrats Urge Caltrans to Eliminate Redundant Federal Environmental Reviews. A group of California Democratic Representatives sent a **letter** to California Secretary of Transportation Toks Omishakin and Department of Transportation (Caltrans) Director Tony Tavares, calling on the state to eliminate redundant and expensive federal environmental reviews for major transportation projects. The letter states that lawmakers want Caltrans to "recognize that California's state environmental review process makes any federal review redundant, a waste of taxpayer funds, and needlessly dilatory" as funding from the Bipartisan Infrastructure Law (BIL) is awarded to the state.

House Republicans Urge President Biden to Resolve East and Gulf Coasts Port Labor Dispute. A group of House Republican Representatives, led by House Transportation and Infrastructure Committee Chair Sam Graves (MO) and Subcommittee on Coast Guard and Maritime Transportation Chair Daniel Webster (FL), sent a **letter** to President Biden urging him

to assist in the negotiations between the United States Maritime Alliance (USMX) and the International Longshoremen's Association (ILA). The Master Contract between USMX and ILA regarding terms and conditions for employment at ports on the East and Gulf Coasts expires on September 30th, and negotiations between the two entities have not produced a new Master Contract. The letter warns of the supply chain and economic impacts of a work stoppage at East and Gulf Coast ports should no agreement be reached before October 1st and urges the "Administration to provide any and all support it can offer to both parties as these negotiations continue."

Senator Padilla and Representative Peters Lead Request Emergency Funding for Cross-Border Wastewater Pollution. California Senator Alex Padilla (D) and Representative Scott Peters (D) led a **letter** to leaders in the House and Senate requesting emergency funding for repairs and upgrades to the South Bay International Wastewater Treatment Plant in the upcoming disaster supplemental funding package. The letter states that additional funding is needed to expand and rehabilitate the plant to protect public health, the environment, and economic concerns related to cross-border sewage flows from Mexico.

Senators Introduce Bipartisan Bill to Reform FEMA Individual Assistance Programs. Senators Gary Peters (D-MI) and Thom Tillis (R-NC) introduced the *Disaster Survivors Fairness Act of 2024* (**S. 5067**) to reform FEMA's Individual Assistance Programs. The bill would expand FEMA's ability to fund disaster mitigation projects and expand support for disaster-affected homeowners, allow FEMA to reimburse states for state-run post-disaster housing programs, and require FEMA and the Government Accountability Office (GAO) to report on additional challenges regarding the administration of post-disaster assistance. The bill was referred to the Senate Committee on Homeland Security and Government Affairs for consideration.

Bipartisan Coalition Supports Forest Service Use of LEO Satellites for Wildfire Detection. A bipartisan group of Representatives sent a **letter** to Forest Service Chief Randy Moore requesting the issuance of a request for proposals from the agency for the use of Low-Earth Orbit (LEO) satellite data for wildfire detection. The letter notes that the satellites currently used for fire detection have "substantial limitations" and that more advanced satellites, "particularly those equipped with higher-resolution thermal infrared sensors," would improve the agency's ability to track and monitor wildfire development throughout the fire season. The lawmakers also state that more advanced satellites would improve fire mapping, enhance situational awareness, cut costs by proactively fighting fires, improve environmental and ecological outcomes during fire season, and promote public safety by reducing the risk of fires spreading into adjacent communities.

FEDERAL FUNDING OPPORTUNITIES

AmeriCorps Announces 2025 State and National Grants Competition. AmeriCorps announced it is accepting applications for the **2025 State and National Grants Competition** for organizations wishing to host AmeriCorps members beginning in the summer of 2025. Eligible applicants include State Service Commissions, nonprofit organizations, higher

education institutions, local governments, and tribal governments. Applications are due by January 23rd.

FEMA Releases State and Local Cybersecurity NOFO. FEMA released a $279.9 million **NOFO** through the FY24 State and Local Cybersecurity Grant Program. The funding will support state, local, and territorial governments in managing and reducing cyber risk. Applications are due by December 3rd.

FHWA Publishes LCTM Program NOFO. The Federal Highway Administration (FHWA) published a **NOFO** for the availability of $800 million under the Low Carbon Transportation Materials (LCTM) Program. The program helps to reimburse or provide incentives to eligible recipients for the use, in projects, of construction materials and products that have substantially lower levels of embodied greenhouse gas emissions associated with all relevant stages of production, use, and disposal as compared to estimated industry averages of similar materials or products as determined by EPA. Applications are due by November 25th.

FHWA Publishes National Scenic Byways Program NOFO. FHWA published a **NOFO** for $26.95 million available through the National Scenic Byways Program. The program grants states and federally recognized tribes to implement eligible projects on highways designated as National Scenic Byways or All-American Roads (collectively America's Byways®). Applications are due by December 16th.

GRANT AWARD ANNOUNCEMENTS

DOE Announces $62 Million for Clean Hydrogen Infrastructure Development. DOE **announced** $62 million for 20 projects in 15 states to support research, development, demonstration, and deployment of clean hydrogen infrastructure. The projects selected focus on hydrogen fueling infrastructure, deployment of heavy-duty hydrogen-powered vehicles, and industry-wide technical development.

DOL Announces $7.4 Million for California Disaster Recovery. DOL **announced** an additional $7.4 million in funding for disaster relief employment and workforce training for Californians affected by winter storms in late 2022 and early 2023. The funding is provided through the National Dislocated Workers Program and will fund efforts to expand the service capacity of dislocated worker programs at the state and local levels.

DOT Announces SS4A Grant Awards. The Department of Transportation (DOT) **announced** $1.07 billion in Round 1 and 2 Safe Streets and Roads for All (SS4A) grant program to 354 local, regional, and tribal communities to help provide funding for implementation, planning, and demonstration activities as a part of a systematic approach to help prevent roadway deaths.

FEMA Announces FY23 Flood Mitigation Assistance Awards. FEMA **announced** $715 million in Flood Mitigation Assistance Awards for 197 projects in 25 states. The funding will support projects that reduce or eliminate the risk of repetitive flood damage to buildings insured through the National Flood Insurance Program (NFIP). Funding will also support flood risk

reduction through property elevations, acquisitions, and mitigation reconstruction of buildings insured through NFIP.

FTA Announces Ferry Grant Awards. FTA **announced** $300 million in grants to 18 projects in 14 states through the Ferry Grant Program. The grants will help fund projects replacing old vessels with electric ships to reduce greenhouse gas emissions, improve air quality, expand fleets, and build new terminals and docks.

Migratory Bird Conservation Commission Announces $46.2 Million for Wetland Habitat Conservation. The Department of the Interior's Migratory Bird Conservation Commission **announced** $46.2 million in grants to conserve or restore 91,425 acres of wetland habitats for waterfowl, shorebirds, and birds across 17 states. The federal funding will be matched by $99.1 million in project partner funding. Additionally, the Commission **approved** $11.7 million in funding from the Migratory Bird Conservation Fund for the Fish and Wildlife Service to conserve habitats on seven national wildlife refuges to expand hunting, fishing, wildlife observation, and outdoor recreation access.

NOAA Announces $45 Million for Coast Habitat Restoration and Resilience Projects. The National Oceanic and Atmospheric Administration (NOAA) **announced** $45 million in funding for 27 projects through the Coastal Habitat Restoration and Resilience Grants for Tribes and Underserved Communities program. $20 million will support tribal initiatives, and $25 million will support coastal projects in underserved communities.

FEDERAL AGENCY REGULATORY ACTIONS

President Biden Signs EO on Prioritizing Union Labor for Federally Funded Projects. President Joe Biden signed an Executive Order (EO) titled "**Executive Order on Investing in American and Investing in American Workers**." The EO directs federal agencies to prioritize union involvement when making funding decisions for programs authorized in the American Rescue Plan Act, the Bipartisan Infrastructure Law, the Inflation Reduction Act, and the CHIPS Act.

EPA Finalizes Engagement and Public Participation Policy for Agency Decision-Making. EPA released the final version of its **Achieving Health and Environmental Protection Through EPA's Meaningful Engagement Policy**. The three main steps in the new policy are 1) understanding EPA actions and key issues the public can inform; 2) identifying the expected level of participation using EPA's public participation spectrum; and 3) identifying the appropriate engagement tools and practices using EPA's public participation model.

EPA Issues Vessel Incidental Discharge National Standards of Performance Final Rule. EPA issued a **pre-publication version** of its final Vessel Incidental Discharge National Standards of Performance rule. The rule is designed to control the release of pollutants and invasive species for the approximately 85,000 vessels that operate in U.S. waters. The rule addresses the release of bacteria, pathogens, oil, grease, and metals, in addition to invasive

species that may damage ecosystems and infrastructure. The final rule is effective 30 days following publication in the *Federal Register*.

FEMA Posts Guidance on Determination Letters. FEMA posted a new guidance document titled "**Understanding Your FEMA Determination Letter and How to Appeal**" for individual and household program applications. The guidance provides next-step options, information on how to appeal a determination letter, and instructions on submitting appeal documents online, in person, by mail, or by fax.

OSHA Releases Proposed Heat Injury and Illness Prevention Rule. The Occupational Health & Safety Administration (OSHA) released its "Heat Injury and Illness Prevention in Outdoor and Indoor Work Settings" **proposed rule**. The proposed rule contains a programmatic standard that requires employers to create a heat injury and illness prevention plan to evaluate and control heat hazards in their workplace. It establishes requirements for identifying heat hazards, implementing engineering and work practice control measures at or above two heat trigger levels, developing and implementing a heat illness and emergency response plan, training employees and supervisors, and retaining records. The standard would apply to all employers conducting outdoor and indoor work in all general industry, construction, maritime, and agriculture sectors where OSHA has jurisdiction, with limited exceptions. Comments are due by December 30th.

Treasury Proposes New Technology Neutral Clean Energy Tax Credit. The Department of the Treasury (Treasury) proposed **new clean energy tax credits for low-income areas** that are technology-neutral as opposed to focused on solar and wind resources. The 48(e) low-income tax credit was finalized in 2023 for wind and solar installation by developers, and it will sunset in 2025. The proposed 48E(h) credit would allow developers to claim investments in geothermal, hydropower, nuclear, and other low-carbon energy resources through the tax credit beginning in 2026. Comments are due by October 3rd, and Treasury is hosting a public hearing on the proposal on October 17th at 10 am ET.

FEDERAL AGENCY ANNOUNCEMENTS AND PERSONNEL CHANGES

BOEM Delays Oregon Offshore Wind Energy Auction. The Bureau of Ocean Energy Management (BOEM) is **delaying** the October 15th offshore wind lease auction for two designated areas in waters off Oregon. BOEM sites "insufficient bidder interest at this time" as the reason for postponing the auction.

CEQ Announces New Clean Energy Director. The Council on Environmental Quality (CEQ) announced that Dan Delurey will serve as Director for Clean Energy in CEQ's Office of the Federal Chief Sustainability Officer. He previously served as a Senior Fellow for Energy at Vermont Law and Graduate School.

EDA Assistant Administrator Castillo Leaves Agency. Assistant Secretary of Commerce for Economic Development Alejandra Castillo has left her role at the Economic Development Administration (EDA). She is now a Resident Fellow at Harvard University Kennedy School of Government's Institute of Politics.

EPA and the Forest Service Released Updated AirNow Fire and Smoke Map. EPA and the Forest Service released an updated version of the **AirNow Fire and Smoke Map**. The tool has a new design and incorporates new information such as air quality monitoring data, information on individual wildland fires, and data from the low-cost fine particle sensors in Canada (in partnership with Environment and Climate Change Canada).

EPA Releases CRAFT Federal Funding Tool. EPA released a new online tool called the **Climate Resilience and Adaptation Funding Toolbox** (CRAFT). CRAFT is intended to be a resource for federal funding applicants to develop, apply for, and implement climate-resilient investments. The new website includes program overviews, climate risk tools, communications materials, engagement resources, and definitions of commonly used terms.

EPA Launches Outdoor Use Safer Choice Label. EPA launched a new labeling program called the **Outdoor Use Safer Choice** label to help identify outdoor use products that meet additional EPA criteria as environmentally friendly. Each ingredient in labeled products is examined to ensure safety and outdoor products must include ingredients that break down quickly and have lower aquatic toxicity.

FEMA Publishes BRIC Summary of 2023 Stakeholder Engagement. FEMA published a report titled **2023 Stakeholder Engagement Report: Building Resilient Infrastructure and Communities (BRIC)** that reflects the comments of over 4,000 stakeholders. The report allows FEMA to incorporate program recommendations for the BRIC program as communities implement hazard mitigation projects. Another stakeholder engagement opportunity is planned for 2026.

FHWA Administrator Steps Down. FHWA Administrator Shailen Bhatt left the agency effective September 10th. Administrator Bhatt began in the role of FHWA Administrator in January 2023. FHWA Deputy Administrator Kristin White is now the Acting Administrator.

GAO Releases Report on USACE Failure to Report on Civil Works Damage Mitigation. The Government Accountability Office (GAO) released a **report** that states that the U.S. Army Corps of Engineers (USACE) Civil Works Division has failed to consistently provide updates to Congress over the last twelve years regarding efforts by the agency to mitigate damage to regulated waters and wetlands. The report states that the failure to report on mitigation efforts has resulted in the "limited ability to draw reliable conclusions about the timing, extent, and impact of reported mitigation."

NOAA Announces Partnership with Climate Mayors. NOAA announced a **new partnership** with Climate Mayors, a bipartisan network of over 350 mayors from communities nationwide. The new MOU will advance collaborative efforts between NOAA and local governments to accelerate the use of climate data and expertise at the local level. The MOU will remain in effect for five years and will be reviewed every two years.

USACE Announces Change of Command. On September 13th, Lieutenant General William H. "Butch" Graham assumed command of USACE as the 56th Chief of Engineers, taking over

for retiring Chief of Engineers Lieutenant General Scott Spellmon. The new USACE Headquarters leadership team can be viewed **HERE**.

USGCRP Launches Interagency Sea Level Rise Website. The U.S. Global Change Research Program (USGCRP) released a new website called **SeaLevel.GlobalChange.gov**. USGCRP partnered with EPA, FEMA, NOAA, USACE, the Department of Defense, the National Aeronautics and Space Administration, and the U.S. Geological Survey to provide data and educational information on sea level rise so that the public can understand the causes and effects of rising sea levels.

##

VENTURA PORT DISTRICT
DEPARTMENTAL STAFF REPORT Meeting Date: October 16, 2024

TO: Board of Port Commissioners
FROM: Todd Mitchell, Deputy General Manager
Sergio Gonzalez, Facilities Manager
SUBJECT: September 2024 Facilities Report

MAINTENANCE ACTIVITES

VHV COURTYARD LIGHTING POLES ELECTRICAL & LIGHTING UPGRADES
Status: Completed
Budget: Budgeted (Grounds Maintenance)
The Maintenance Department has continued and completed removing ground level outlet boxes powering the LED rope lights that have been tampered with on 8 courtyard poles and relocated the boxes to the tops of the poles making them inaccessible without proper equipment. In the process, we have also upgraded and replaced all of the weathered LED rope lights.

Village courtyard light pole to have outlet relocated and LED rope light replaced.

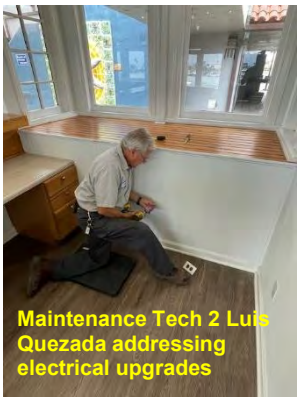
Maint Tech luis Quezada removing the inground outlet box

Maint Tech luis Quezada relocating the outlet box to the top of pole

Finished pole with new outlet box and LED rope light

VHV 1591 SUITE #113 TENANT IMPROVEMENT
Status: Completed
Budget: Budgeted (Tenant Improvement)
In coordination with the Capital Project Manager, the Maintenance Department initiated tenant improvements at VHV 1591 suite #113. Maintenance addressed door hardware replacements and minor electrical upgrades before a contractor was secured to patch and paint the entire suite.

Lead Worker Abel Gamino addressing door hardware

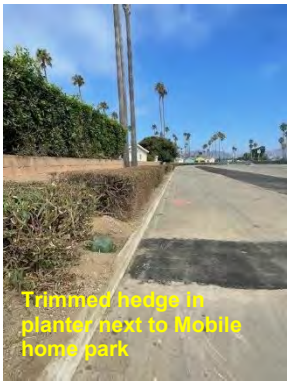

Maintenance Tech 2 Luis Quezada addressing electrical upgrades

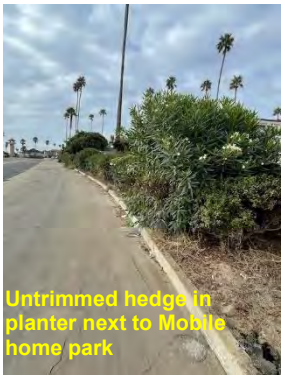
Sourced contractor prepping and painting suite

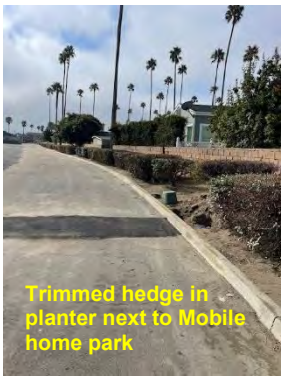
Finished painted 1591 Suite #113.

VPD PARCEL 19A LANDSCAPING HEDGE NEXT TO MOBILE HOME PARK
Status: Completed
Budget: Budgeted (Grounds Maintenance)
After the removal of a portion of the chain link fence, which was restricting access to the landscaping hedge planter, a contractor was brought in to trim all the hedges along the dividing wall between the Ventura Marina Mobile Home Park and the Parcel 19A parking lot.

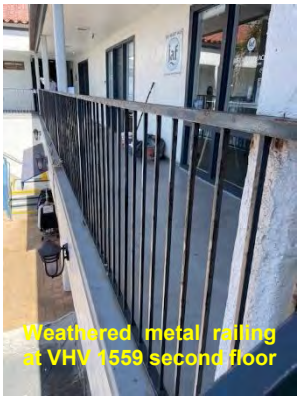
Untrimmed hedge in planter next to Mobile home park


Trimmed hedge in planter next to Mobile home park


Untrimmed hedge in planter next to Mobile home park


Trimmed hedge in planter next to Mobile home park

VHV 1559 SECOND FLOOR COURTYARD METAL RAINLING PAINTING
Status: Completed
Budget: Budgeted (Building Maintenance)
A contractor was retained to prep and paint the entire second floor courtyard metal railing located at VHV 1559 to extend the railings lifespan and improve its appearance.


Weathered metal railing at VHV 1559 second floor

Weathered metal railing at VHV 1559 second floor.

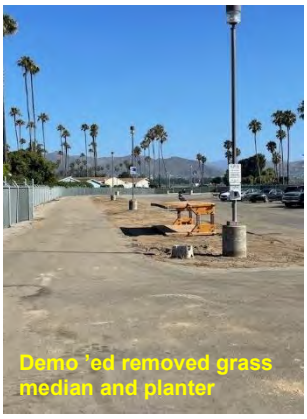
Contractor prepping metal rail for primer and paint

Primed and painted rail at VHV 1559 second floor

PARCEL 19A NEW DRY BOAT STORAGE & PARKING LOT IMPROVEMENTS PROJECT
Status: Ongoing
Budget: Budgeted (Grounds Maintenance)
Maintenance has assisted and completed the Parcel 19A parking lot improvement project by modifying the irrigation system based on design changes and removal of unnecessary grass mediums and planters. Irrigation valves have been relocated or canceled as needed (note that this site is served by reclaimed water from the City).

Changes to the landscaping along Harbor Blvd. will be addressed in the coming months.

Further improvements related to electrical and lighting upgrades and installation of gates for the new Dry Storage will be performed once plans are approved by the City of Ventura as part of the District's Capital Improvement Projects.


Demo 'ed removed grass median and planter

Crew relocating irrigation line and valve

Grass planter eliminated

Grass planter eliminated

FACILITIES:
Staff continues to perform everyday maintenance and on the spot repairs throughout Ventura Harbor Village, other District properties, equipment, vehicles, and vessels. Also assists other Departments on special projects.

VENTURA PORT DISTRICT

DEPARTMENTAL STAFF REPORT Meeting Date: October 16, 2024

To: Board of Port Commissioners
From: Brian D. Pendleton, General Manager
John Higgins, Harbormaster
SUBJECT: September 2024 Harbor Patrol Report

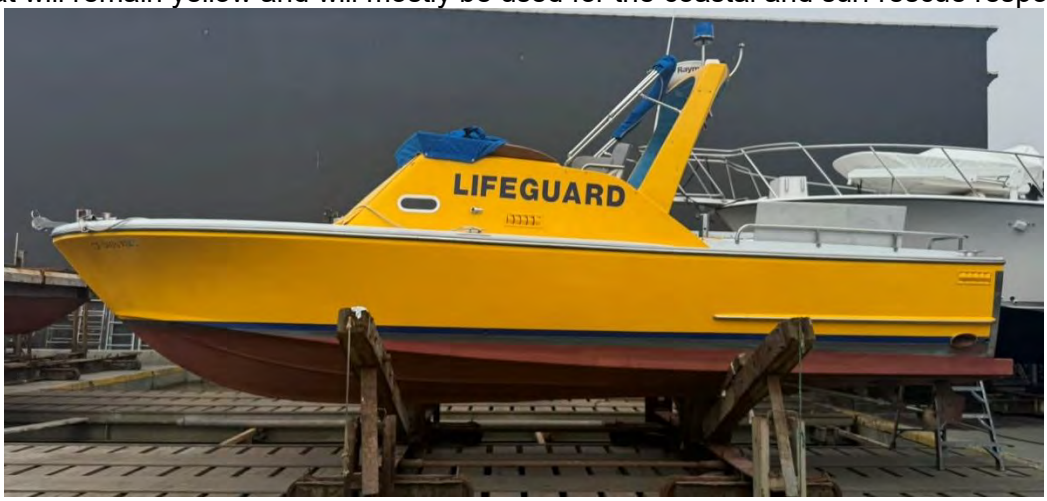
Public Safety Overview:

Staff have focused on training new Marine Safety Officers (MSOs). Traditionally, we provided 40 hours of group training before individual sessions. Due to current staffing and approaching winter, we have accelerated training. The new MSOs, fast and eager learners, are ahead of projections, proficient in deckhand duties, and have begun basic vessel operation. With over one hundred hours of training, they can now work alongside experienced staff and cover absences.

Beach lifeguarding has ended, and we have had foggy days which has resulted in less beach visitors. Full-time staff and MSOs have resumed regular beach patrols, ensured public safety, and performed rescues as needed. We can now bring in extra MSOs for beach duty as required.

California State Parks Surplus Boat:

After a two-year process, the Ventura Port District took ownership of a 29' Crystaliner rescue boat in late September. The boat needed a new transmission and alternator. Instead of transporting it to Ventura for repairs, which would cost around $8,000, it was sent to South Coast Shipyard in Newport Beach. A professional survey for insurance found the vessel in good condition. The minor issues noted are being included in the current repairs. The boat is expected to be ready for its trip north under its own power in early November and will be put into service immediately upon arrival. The boat will remain yellow and will mostly be used for the coastal and surf rescue responses.



Equipment & Maintenance:

Harbor Patrol Officer Garret Winter is enhancing our vessel and truck maintenance program. He has improved the maintenance work order system and added parts and equipment to our in-house inventory. With his solid understanding of maintenance and repairs, Garret has started in-house repairs in coordination with the maintenance team. Both he and the Harbormaster are exploring training and certification opportunities to enhance his knowledge and abilities.

Harbor Patrol Staffing:
With two full-time Harbor Patrol Officers on medical leave and two vacancies, staffing has been challenging. The training of new MSOs has helped, but full-time Officers Bobby Crane and Timmy Burrows have been working extra shifts to cover the night shift gaps. We thank them for their dedication in ensuring our operations continue smoothly. The Harbormaster is monitoring their status to ensure they get regular days off and is considering moving a day shift officer to help alleviate their burden.

Senior Harbor Patrol Officer CA Joint Powers Insurance Authority Training:
Senior Harbor Patrol Officers Brendan Donohue and Ryan Sutherland completed a weeklong California JPIA sponsored Supervisor Academy. This training is first in a series of trainings that they will undergo to best prepare them to effectively supervise the Harbor Patrol staff and work within the larger Port District Management Team.

Recreational Lobster Season:
September 27th marked the start of the recreational spiny lobster season, which primarily takes place at night through diving or hoop netting. This nighttime activity presents challenges for Harbor Patrol staff, who prioritize public safety by enforcing clear restrictions to keep navigational channels hazard-free.

Hoop Netting: Harbor Patrol often finds violations where hoop nets are located in restricted areas. Typically, warnings are issued, and information is obtained from boaters, though citations and fines are sometimes necessary.

Diving: Diving in the navigational channel is restricted to prevent accidents with boats. Harbor Patrol routinely monitors this activity to ensure compliance.

Harbor Patrol collaborates with California Fish and Wildlife to prevent poaching of undersized lobsters and ensure daily catch limits are not exceeded. Fish and Wildlife Wardens join Harbor Patrol boats to conduct enforcement and educational efforts, enhancing their presence on the water and reducing illegal activities.

Commercial Lobster Season:
The Harbormaster coordinated with the commercial lobster fleet to stage and load traps at the launch ramp. Each permit holder can use up to 1,000 traps, and some with multiple permits have a substantial number to deploy. Proximity to the water facilitates easier deployment, which can often take several days.

California Fish and Wildlife has loose restrictions outside harbors, leading to thousands of traps around Southern California break walls and harbor entrances. The Harbor Patrol works with the fleet to maintain a clear channel for boaters, but traps often drift into these areas. Patrol staff respond to complaints, deciding whether to move traps immediately or wait for the fishermen. Several times a year, the Harbor Patrol assists boats with fouled props, often in emergency situations to prevent drifting into rocks or surf. The Harbormaster will continue to monitor the season and collaborate with fishermen to ensure boating safety.

SAVE Boat Disposals:
Working with Tow Boat US we were able to remove and destroy four boats this last month. There are several more and Tow Boat US will be doing another group disposal once the Derecktor yard provides the open area. The process is slow because of the size of some of these vessels. They cannot be easily pulled out of the water and require the use of one of the boatyards.

Recently, Ventura Harbor has advised they may be able to help with the current number of vessels ready for disposal. The Harbormaster will evaluate the costs and continues to prioritize vessels taking on water or owners who have abandoned their vessels.

Public Safety Training:
The Harbormaster participated in a homeland security exercise and trial of a boat disabling device in the Port of Hueneme. The company deployed their device from the Harbor Patrol vessel resulting in the immediate disabling of a vessel attempting to enter the Port of Hueneme. The trial was deemed a success, and the vendor would be trying to use the proof of concept for future military contracts.

The Harbor Patrol assisted Ventura City Fire in another Ocean Rescue training. Several members of Ventura City, Oxnard, and Ventura County Fire Department participated in a three-day 24-hour California State Fire Marshall Open Water Rescue course. This course is the minimum training to begin performing rescue swimmer responses as part of a rescue team.

Harbor Entrance & Soundings:
There have been no significant changes in the depths within the Harbor Entrance or sand trap. We are still seeing depths up to 45’ in the sand trap and our normal working depth in all areas of the Harbor Entrance.

911 Calls Dispatched by Ventura County Fire (September)

Incident	Case Numbers	Units	Priority	Problem	Agency	Address	City	Response Date
24-0073043		HARB1, MED475, SQ2	M5	DIABETIC PROBLEMS	Ventura County Fire Department	1215 Anchors Way	Ventura	8/28/2024 5:26:34 PM
24-0073984		HARB1, ME2, MED475, SQ2	M5	UNCONSCIOUS/FAINT	Ventura County Fire Department	970 Schooner Dr	Ventura	8/31/2024 6:15:36 PM
24-0074240		HARB1, ME2, MED475, MED667, SQ2	F4	TC	Ventura County Fire Department	Navigator Dr / Spinnaker Dr	Ventura	9/1/2024 3:25:53 PM
24-0074397		HARB1, ME2	F7	INVESTIGATION	Ventura County Fire Department	1600 SPINNAKER DR	Ventura	9/2/2024 3:20:17 AM
24-0074399		HARB1, MED473, SQ2	M5	MEDICAL ALARM	Ventura County Fire Department	1215 Anchors Way	Ventura	9/2/2024 3:49:05 AM
24-0075204		HARB1, MT5, SQ2	F7	SMOKE INVESTIGATION (OUTSIDE)	Ventura County Fire Department	3250-3599 E HARBOR BLVD	Ventura	9/4/2024 5:51:56 PM
24-0075280		HARB1, MED473, SQ2	M5	UNCONSCIOUS/FAINT	Ventura County Fire Department	1215 Anchors Way	Ventura	9/5/2024 12:19:24 AM
24-0075867		HARB1, ME2, MED471	M3	CHEST PAIN NON TRAUMA NON EMD	Ventura County Fire Department	1651 Anchors Way	Ventura	9/6/2024 3:50:15 PM
24-0076036		HARB1, MED471, SQ2	M7	FALL NO CODE	Ventura County Fire Department	1215 Anchors Way	Ventura	9/6/2024 11:51:15 PM
24-0076150		HARB1, HARB2, ME5, MED473	M3	UNCONSCIOUS/FAINT NON EMD	Ventura County Fire Department	1080 Navigator Dr	Ventura	9/7/2024 10:41:16 AM
24-0076279		HARB1, HARB2, ME2, MED475, MED495, SQ2	M5	HEAT/COLD EXPOSURE NON EMD	Ventura County Fire Department	1691 Spinnaker Dr	Ventura	9/7/2024 4:47:45 PM
24-0076429		HARB1, HARB2, ME2	F5	FIRE MISC	Ventura County Fire Department	3150-3249 E Harbor Blvd	Ventura	9/8/2024 2:36:42 AM
24-0076442		HARB1, MED473, SQ2	M3	SICK PERSON HIGH	Ventura County Fire Department	1215 Anchors Way	Ventura	9/8/2024 5:07:42 AM
24-0077622		HARB1, HARB2, MED475, SQ2	M7	FALL NO CODE	Ventura County Fire Department	34°14'15 / 119°15'58		9/11/2024 2:58:51 PM
24-0077867		HARB1, HARB2, ME2, MED495	M5	FALL	Ventura County Fire Department	1867 Spinnaker Dr	Ventura	9/12/2024 11:01:30 AM
24-0079096		HARB1, MED475, SQ2	M3	HEMORRHAGE/LACERATIONS HIGH	Ventura County Fire Department	1215 Anchors Way	Ventura	9/16/2024 12:23:01 PM
24-0079518		HARB1, MED475, SQ2	M3	CHEST PAIN NON TRAUMA HIGH	Ventura County Fire Department	34°14'18"n / 119°15'52.78"w		9/17/2024 7:11:49 PM
24-0079968		HARB1, MED473, SQ2	M7	FALL NO CODE	Ventura County Fire Department	1651 Anchors Way	Ventura	9/18/2024 1:05:36 AM
24-0079909		HARB1, ME2, SQ2	F7	GAS LEAK/ODOR	Ventura County Fire Department	1066 Anchors Way	Ventura	9/18/2024 7:10:38 AM
24-0080399		B23, B3, B4, BOAT1, CPT9, EMS48, EMS63, HARB1, HARB2, LIFEGD1, ME2, ME7, MED668, OR1, OR25, OR66, SQ2, SQ66, SQ68, VCAU1	F4	OCEAN RESCUE HIGH	Ventura County Fire Department	600 E Harbor Blvd	Ventura	9/20/2024 2:58:04 PM
24-0081256		HARB1, ME2, ME3, MED473	M5	UNKNOWN PROBLEM NON EMD	Ventura County Fire Department	1215 Anchors Way	Ventura	9/23/2024 1:21:47 PM
24-0082384		HARB1	M5	UNKNOWN PROBLEM NON EMD	Ventura County Fire Department	1860 Spinnaker Dr	Ventura	9/27/2024 7:48:33 AM
24-0082845		HARB1, HARB2, ME101, MED475, T61	M5	ALLERGIES/ENVENOMATION NON EMD	Ventura County Fire Department	1900 SPINNAKER DR	Ventura	9/28/2024 5:16:28 PM
24-0083180		HARB1, HARB2, MED473, SQ2	M3	UNCONSCIOUS/FAINT HIGH	Ventura County Fire Department	1567 Spinnaker Dr	Ventura	9/29/2024 8:24:06 PM

VENTURA PORT DISTRICT
DEPARTMENTAL STAFF REPORT Meeting Date: October 16, 2024

TO: Board of Port Commissioners
FROM: Todd Mitchell, Deputy General Manager
Dave Werneburg, Marina Manager / Commercial Fisheries
SUBJECT: September 2024 Marina Report

MARINA DEPARTMENT ACTIVITIES

Ventura Harbor Village Marina

Total Slip Count	103	100%
Slips Assigned	102	99%
Slips Occupied	106	103%
Slips Available	0	0%

Port District Dry Storage

Total Spaces	88	100%
Active Contracts	71	81%
Available	17	19%

Staff are working to plan the transition of Dry Storage from its current location to the new location at the corner of Harbor Blvd. and Schooner Dr. As we plan out spaces for all existing tenants in the new facility, staff are working to identify availability in the new facility for boaters on our waitlist. Where possible, staff will allow those on the waitlist to move into the current facility while waiting for the new facility to be finished.

COMMERCIAL FISHING

California Market Squid Harvest – Ventura Harbor

2024-25 Squid Season opened April 1, 2024

California Market Squid Statistics		
State-wide Seasonal Squid Limit:	118,000 tons	236,000,000 lbs.
Ventura September 2024 Landings	19 tons	37,639 lbs.
Ventura Season-to-date:	1,296 tons	2,591,308 lbs.

The squid fishery is off to a slow start this season.

Monterey Fish Company
One of the oldest and most respected California commercial fisheries is scaling back. As Sal Tringali tells it, “We’re still in the fish business, just no longer in the fishing business.” Monterey Fish Co. will continue to be purveyors of quality fresh seafood to the wholesale and retail markets from Municipal Wharf 2 in Monterey, CA. Both of their two large seiners, SEA WAVE and KING PHILIP have recently been sold but will remain at Ventura Harbor. Monterey Fish’s offloading facility at the Port of Hueneme has been acquired by Cal Marine (previously Tri Marine), which has berthed multiple vessels in our Marina for nearly 20 years and will continue to do so (and also as part of the Ventura Fish Modernization Project, when completed).

SEPTEMBER MARKETING REPORT - *Visitor Experience*

September 2024 report showcases samples & highlights of the Ventura Harbor Visitor Attraction Plan.

EVENT PROMOTION - *Seaside Movie Night: Hook*

Ventura Harbor Village's summer movie series, now in its third year, ended the summer strong with the Robin Williams classic: **Hook**. On **September 21st**, movie goers dressed in their best piratey gear to relish in pirate vibes. Tinker Bell, Crimson Shore Sword Fighting Demonstrations, and poster coloring were available to guests to truly feel like they were on an adventure in Neverland.

Estimated Hook Movie Attendance Sept. 21

400+

EVENT PROMO - *Ventura Art & Chalk Fest*

Ventura Art & Chalk Festival, which has become a signature event in Ventura County, brought **over 50 talented chalk artists and craftsmen** to transform the Ventura Harbor Village into a colorful open-air gallery. The family-friendly event took place on **Sept. 14 & 15** and drew crowds of all ages.

Visitors

1500+

VENTURA
Art and Chalk
FESTIVAL

ENTERTAINMENT *& Music*

September **live music** in the Village included:

- **September 1** | Karen Eden & The Bad Apples
- **September 7** | The Electrik Love In
- **September 14** | Teka
- **September 15** | Unkle Monkey
- **September 18** | Steel Drum
- **September 21** | Tony Lee & Forbidden Fruit
- **September 28** | Bobby Hart Band

REVENUE - *Wedding, Film, and Venue Rentals*

The total revenue from weddings, vendors, and outside events who utilized Ventura Harbor as their venue in September continues to meet fiscal goals for the year. The Harbor welcomed **two surf contests, the Art & Chalk Festival, and Beach Games** throughout September.

Revenue Sept. 2024

= $4.5k

SEPTEMBER MARKETING REPORT - Content Development

September 2024 report showcases samples & highlights of the Ventura Harbor Visitor Attraction Plan.

SOCIAL MEDIA - Cross Network Performance Metrics*

75k	735k	5k	6k
Total Audience	Impressions	Engagements	Post Clicks

VISUALS - Sampling of Content

Paid social campaign performance garnered over **287k impressions** and 4 out 5 ads received "above average" quality rank by Meta in September 2024.

COPYWRITE - Enewsletters / Blogs

September e-blasts featured themes such as **Cool Down on the Coast, Sie La Vie, Village Business Special events, the Art & Chalk Festival** & internal tenant updates.

5	18k	27k	1k
E-Newsletters	Subscribers	Opens	Link Clicks

REELS - Short Video Compilations

Sr. Marketing & Event Coordinator produced 5 original reels featuring **Seaside Movie Night** promos, **Ventura Art & Chalk Festival**, and **On The Alley Patio Dining.** Plus, collaborated on a reel with **Ventura County Coast** sharing Chalk Festival details.

6	71k
Reels	Plays

ADVERTISING - Print & Digital

September featured a mix of **digital banners & e-blasts** w/ publishing partners. Plus **print ads** in Ventura Breeze and VC Reporter. **Online cross promotion** of Village business events like Marvelous Mug Marketplace as well!

SEPTEMBER MARKETING REPORT - *Outreach & Stewardship*

September 2024 report showcases samples & highlights of the Ventura Harbor Visitor Attraction Plan.

OUTREACH & COVERAGE - *PR & Editorial*

Ventura Art & Chalk Festival press release was distributed on behalf of the event via the Harbor publicity team. Editorials that appeared in online and print, including, **NBC Television Los Angeles, Bay Area & San Diego, KEYT Television, Ventura County Star, The Signal, The Log Newspaper, Noozhawk, VC Reporter, Ventura County Mom Collective, Mommy Poppins** and **Visit California**, among others.

Village's Seaside Outdoor Movie Nights generated exposure as well in **LA Parent Magazine, VC Reporter, Van Nuys Press, Fabulous California, and Camarillo Mac Kid**.

Ventura Harbor Village was featured in 2 articles in the **Los Angeles Times Newspaper** (Best Things to Do During A Weekend In Ventura) and Los Angeles Times **"Escapes Travel Adventure" Quarterly Magazine** that reached millions of viewers both online and in print, spotlighting whale watching, Island Packers and Channel Islands NP with coverage on **CBS Television Los Angeles** & **Los Angeles Times new "Escapes Travel Adventure" Quarterly Magazine**.

NOOZHAWK
THE FRESHEST NEWS IN SANTA BARBARA COUNTY

ART AND CULTURE
A free street painting fest will soon festoon Ventura Harbor Village
The vibrant on-the-ground art show will bloom just steps from the water.

4 LOS ANGELES

Los Angeles Daily News

the Log
California's Boating & Fishing News

KEYT NEWS CHANNEL 3 abc
WHERE THE NEWS COMES FIRST

Los Angeles Times

Things to Do | Weekend | Travel & Experiences

Explore Ventura Harbor

By Jeanette Marantos

Yes, Ventura Harbor is basically a boats, but it's also adjacent to so

aA latimes.com

Ventura is just a bit more up the coastline, a bustling beach community where Island Packers Cruises focuses on marine sanctuary wildlife non-landing boat trips to the Channel Islands. They're designed for visitors looking for a less-strenuous way to view those amazing islands and all the critters that live on them and under the ocean, too. See migrating whales, pods of frolicking dolphins, yelping sea lions and exotic birds like the black-footed albatross as you ride in comfort. Boat lovers can even spend the night on the water in Ventura Harbor by booking one of Boatel on the Water's yachts, sleeping anchored in the marina and breakfasting on the comfy deck. And everyone who visits Ventura will find plenty of shops and waterfront restaurants in Ventura Harbor Village, including **Brophy Bros. Clam Bar** & Restaurant, a local favorite famous for its fish and chips. New England clam chowder and their Perfect Margarita.

VC Reporter BEST OF

CONGRATS
Best of Winners

SUSTAINIBILITY - *CA Coastal Cleanup Day*

The 40th anniversary of California Coastal Cleanup Day was celebrated at Ventura Harbor. More than **75 participants** met at CINP Visitor Center on Sept. 21st and collected **117 lb of trash** and **71.5 lbs of recyclables.**

TOURISM - *VCA Influencers*

On Sept. 18th we welcomed **Visit California's Global Influencer Advisory Board** to showcase our Harbor as an "Ultimate Playground" destination. The group visited CINP with **Island Packers Coastal Cone**, and our **Village photo ops**!

VENTURA PORT DISTRICT
DEPARTMENTAL STAFF REPORT Meeting Date: October 16, 2024

TO: Board of Port Commissioners
FROM: Todd Mitchell, Deputy General Manager
Jessica Snipas, Business Operations Analyst II
SUBJECT: September 2024 Property and Leasing Report

LEASING HIGHLIGHTS

1) Tenant Engagement
    - Staff continue to coordinate with its architects, the City, JPIA, and multiple tenants regarding their planning, building, and safety permits.
    - Staff met with three tenants regarding their lease.
    - Staff continue to work on the insurance and business license audit.
2) Leasing Advertising, Showings, and Executions
    - Nine showings of the available and vacant suites.
    - Attended the Ventura Chamber of Commerce Connection Breakfast.
    - Staff continued to meet with two out of the three leasing consultants.

CURRENT VACANCY REPORT

1) 1559 Spinnaker Drive #101 (Office suite)
    - Prior tenant's lease underwent early termination due to the suite experiencing a flood. The tenant leased and relocated to 1559 #205B & C. The suite will have to undergo planning and construction. Marketing efforts have begun. Staff has had numerous discussions with insurance company (JPIA) regarding the renovation. At this time, it is intended that the District will utilize an architect to prepare planning/building submissions to the City of Ventura. Those parts that are related to interior restoration will be paid by the District and reimbursed by the insurance provider. Those parts that modernize the façade will be paid by the District at its sole expense.
2) 1559 Spinnaker Drive #205A (Office suite)
    - This is one of the six newly constructed suites. Marketing efforts began while the suite was under construction.
3) 1575 Spinnaker Drive #101/102/103/105A & B (Restaurant suite)
    - Leases underwent early termination. Staff prepared a marketing package for the spaces after consultation with architects and restaurant consultant, and marketing efforts continue.
4) 1591 Spinnaker Drive #113 (Retail suite)
    - Previous tenant closed business. Marketing efforts began prior to previous tenant move-out.
5) 1591 Spinnaker Drive #117B (Retail suite)
    - Previous tenant relocated to suite 1559 #103. Marketing efforts began prior to previous tenant move-out. Staff will be recommending a new lease with a new tenant at the October 18 Board meeting.

CURRENT AVAILABILITY REPORT

1) 1575 Spinnaker Drive #204C (Office suite)
    - Tenant is on a month-to-month status because the renovation of the downstairs restaurants are expected to require installation of new ventilation that will pass through a portion of the suite. Staff's architect has advised this change may reduce square footage. Therefore, the Tenant and District have agreed to keep this unit on a month-to-month

basis until the designs for the restaurant's new ventilation system are approved and the reductions to the available space in the suite are known.

2) 1591 Spinnaker Drive #207 (Office suite)
   - The Tenant is on a month-to-month lease and has provided an approximate move-out date of October 30, 2024. Staff have been showing the suite and a new lease with a new tenant will be recommended to the Board at the October 18 Board meeting.

3) 1583 Spinnaker Drive #104A (Retail suite)
   - Tenant continued to be on month-to-month. Staff continue to advertise the space.

CATEGORY	TOTAL Square Footage	Harbor Vacancy Sq Ft	Harbor Vacancy %	Harbor Available Sq Ft	Harbor Available %		City * Vacancy %	City * Available %
Office	38,580	2,703	7%	1,420	4%		20%	23%
Retail	20,260	811	4%	1,938	10%		20%	24%
Restaurant	33,622	3,720	11%	0	0%		0%	No Data

> Harbor Vacancy --- The suite is unoccupied, and it does not have a lease.

Office:	1559 #101
	1559 #205A
Retail:	1591 #113
	1591 #117B
Restaurant:	1575 #101/102/103/105 A & B

> Harbor Available --- (1) MTM leases with existing Tenant in process to renew lease; or (2) MTM lease that the suite is available to be leased.

Office:	1575 #204C
	1591 #207
Retail:	1583 #104A
Restaurant:	N/A

*** City: Based on comparable square footage within Ventura 93001 area as reported by CoStar Group.**

(Note that total square footage values have been updated as of the April 2023 reporting period to reflect recategorization of some units and the addition of the GSA lease for National Park Service offices which were not previously included).

Data Source Update: Staff returned to extracting data from the CoStar Group. CoStar has offered significant discount pricing and has agreed to work with staff to update its database on Village comparable.

SALES REPORTS

The attached summary of sales for three Harbor Village business categories: restaurants, retail, and charters. The report compares the monthly sales for 2024 and 2023. They also include year-to-date comparisons.

The year-to-date overall sales for all Harbor Village Tenants through the month of August are down 0.19% from the same time last year.

VEHICLE TRAFFIC COUNTS

Once again, the Beonic traffic counter cameras experienced an issue related to lost data. Staff met with the vendor for the traffic counter system and despite assurances that things were being addressed, staff still believe an alternative vendor is likely needed going forward to ensure consistent performance. One option being considered is to make this a component of the Managed Parking Program when rolled out in 2025.

	Spinnaker Drive Entrance		**Schooner Drive Entrance**	
Month	**September**	**August**	**September**	**August**
Car Count	124,748	148,112	*Data Gap*	*Data Gap*
Busiest Day	Sundays: 21,722	Saturdays: 29,762	*Data Gap*	*Data Gap*
Busiest Hour	Sundays: 4 PM	Saturdays: 4 PM	Fridays: 10 PM	Saturdays: 5 pm

ATTACHMENTS:

Attachment 1 – August 2024 Sales Report

Ventura Harbor Village
Tenant Sales Summary

Month of August

	August-2024	August-2023	% Change
Restaurants	$ 2,363,084	$ 2,278,935	3.69%
Retail	$ 595,429	$ 595,410	0.00%
Charters	$ 986,829	$ 839,091	17.61%
Total	$ 3,945,342	$ 3,713,436	6.25%

Year-to-date through August

	Jan - Aug 2024	Jan - Aug 2023	% Change
Restaurants	$ 15,761,275	$ 15,949,296	-1.18%
Retail	$ 3,983,602	$ 4,055,377	-1.77%
Charters	$ 5,533,888	$ 5,323,449	3.95%
Total	$ 25,278,765	$ 25,328,122	-0.19%

BOARD OF PORT COMMISSIONERS
OCTOBER 2, 2024

CONSENT AGENDA ITEM A
APPROVAL OF OUT-OF-TOWN TRAVEL REQUEST

VENTURA PORT DISTRICT **CONSENT AGENDA ITEM A**

BOARD COMMUNICATION Meeting Date: October 16, 2024

TO: Board of Port Commissioners
FROM: Brian D. Pendleton, General Manager
Todd Mitchell, Deputy General Manager
SUBJECT: Approval of Out-of-Town Travel Request

RECOMMENDATION:
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.

SUMMARY:
Employees and Commissioners are encouraged to attend conferences, meetings, seminars, and other activities that provide an opportunity to be informed concerning matters of interest to the District and their position. The General Manager is recommending staff participate in the events listed herein.

GUIDING PRINCIPLES:
5) Building respectful, productive relationships with employees, tenants, residents, visitors, stakeholders, public officials, and elected representatives while promoting diversity, equity, and inclusion.
6) Provide exceptional public service and organizational transparency.
7) Provide high-quality Harbor and coastal visitor-serving amenities, services, facilities and infrastructure.

5-YEAR OBJECTIVE:
E) Encourage public and civic engagement; maintain high levels of organizational transparency; and promote Harbor-wide diversity, equity and inclusion through District policies, procedures and programs.
2) Collaborate with City, regional, state, and federal agency officials in pursuit of mutually beneficial projects and programs.
P) Implement parking management, traffic circulation, and multi-modal transportation strategies.
3) Pursue and implement parking management solutions to increase vehicle circulation.

BACKGROUND:
California Mobility & Parking Association Conference
With the District completing the entitlements for Parking Management throughout Ventura Harbor in the coming months, Staff is working to prepare a request for proposals for parking management services and equipment. The California Mobility & Parking Association Conference includes a trade show that will provide an opportunity for the Deputy General Manager to meet with vendors, to have a hands-on opportunity to understand what users will experience when using various hardware models and software for virtual payment. It will also provide lecture sessions on best practices and experiences from other agencies that implement parking management. All of this data will be used to develop the District's solicitation for parking management services.

FISCAL IMPACTS:
Travel costs related to these activities are included in the FY24-25 budget.

California Mobility & Parking	**MITCHELL**
Registration	$725.00
Lodging	$557.27
Meals	$380.00
Mileage	$126.48
Miscellaneous (Transit/Parking)	$200.00
TOTAL	**$1,988.75**

ATTACHMENTS:
None.

BOARD OF PORT COMMISSIONERS
OCTOBER 2, 2024

CONSENT AGENDA ITEM B

APPROVAL OF A PROFESSIONAL SERVICES AGREEMENT WITH RASMUSSEN & ASSOCIATES FOR ARCHITECTURAL SERVICES

VENTURA PORT DISTRICT **CONSENT AGENDA ITEM B**
BOARD COMMUNICATION Meeting Date: October 16, 2024

TO:	Board of Port Commissioners
FROM:	Brian D. Pendleton, General Manager Todd Mitchell, Deputy General Manager
SUBJECT:	Approval of a Professional Services Agreement with Rasmussen & Associates for Architectural Services

RECOMMENDATION:
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.

SUMMARY:
The proposed Professional Service Agreements (PSA) with Rasmussen & Associates (Rasmussen) for the District improvement project of Suite 101 & 102 as part of an insurance claim. This is a supplemental contract to perform work which will be reimbursed by the District's insurance provider, California Joint Powers Insurance Authority (CJPIA).

GUIDING PRINCIPLES:
7) Provide high-quality Harbor and coastal visitor-serving amenities, services, facilities and infrastructure.

FIVE-YEAR OBJECTIVES:
R) Seek opportunities to grow revenues and secure grants; continue to improve the quality, efficiency, and transparency of financial reporting, monitoring, and property management.
3) Leasing/Property Management

BACKGROUND:
On July 17, the District approved a contract with Rasmussen & Associates related to architectural and engineering improvements to 1559 Spinnaker Drive suites 101 and 102. At that time that Staff brought this contract forward, it was anticipated that CJPIA would be managing and contracting the interior remodel work related to flood damage and that the District would separately work on improvements not covered by the insurance claim. Since then, staff has worked with CJPIA and they have agreed to reimburse the District for the architectural work related to the insurance claim (and later for the construction work associated with that work).

This recommendation is for the Board to approve a second contract for 1559 Spinnaker Suite 101 and 102 that will be fully reimbursed by CJPIA.

FISCAL IMPACTS:
The original contract with Rasmussen & Associates for architectural work was for $185,000 with $39,597 earmarked for 1559 Spinnaker Drive Suite 101 & 102 (plans for this scope of work (related to the façade) have already been submitted to the City of Ventura).

This recommendation is for a second contract for the same suite in the amount of up to $48,092 related to remodeling due to water damage, which will be fully reimbursed by CJPIA. The construction costs will also be reimbursed by CJPIA (minus the District's deductible).

ATTACHMENTS:
None.

BOARD OF PORT COMMISSIONERS
OCTOBER 2, 2024

CONSENT AGENDA ITEM C
APPROVAL OF A NEW FISHERY LEASE AGREEMENT WITH J DELUCA FISH COMPANY, INC.

VENTURA PORT DISTRICT **CONSENT AGENDA ITEM C**
BOARD COMMUNICATION Meeting Date: October 16, 2024

TO:	Board of Port Commissioners
FROM:	Brian D. Pendleton, General Manager
	Todd Mitchell, Deputy General Manager
	Jessica Snipas, Business Operations Analyst II
SUBJECT:	Approval of a New Fishery Lease Agreement with J DeLuca Fish Company, Inc.

RECOMMENDATION:
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.

SUMMARY:
The current lease for J DeLuca Fish Company expires on October 31, 2024, and they are seeking a new two-year lease with two one-year options. If the Board approves the new lease, it will begin on November 1, 2024.

GUIDING PRINCIPLES:
3) Grow financial sustainability through a reliable, recurring revenue stream supplemented with grants and public-private partnership investment while maintaining responsible budgeting practices.
5) Build respectful, productive relationships with employees, tenants, residents, visitors, stakeholders, public officials, and elected representatives while promoting diversity, equity, and inclusion.

5-YEAR OBJECTIVES:
R) Seek opportunities to grow revenues and secure grants; continue to improve the quality, efficiency, and transparency of financial reporting, monitoring, and property management.
3) Leasing/Property Management

BACKGROUND:
J DeLuca Fish Company ("Tenant") is a commercial fishing company headquartered in San Pedro, California. The Tenant's operation at Ventura Harbor primarily is one of the three squid fisheries and their premises at the District under this lease are for the operational spaces associated with their squid offloading, dewatering, weighing, icing, and transportation. The Tenant has been a good-standing tenant at Ventura Harbor Village since July 2015 when the lease was assigned to them from State Fish Company, Inc.

The fishery lease rent structure for the offloading facility has three components that cover their operation. The first component is a monthly base rent for the premises and the common areas used by the fishery company. The second component is the wet fish off-loading (principally squid) fee, which is based per ton. And the third component captures all the other seafood not included in the second component, which is based on pounds due to the small volumes landed.

The lease includes two 1-year options that require both the Landlord and Tenant to approve. This is designed to allow the District to prepare for relocation of the Tenant's operations once the Commercial Fish Modernization Project is ready.

FISCAL IMPACT:
The proposed new fishery lease will have a step increase in monthly rent and wet fish off-loading fee starting after year 1 of the new lease. Off-loading fees for other fish products will remain

consistent with the previous lease rates since the catch amount is minimal. There are no District or Tenant improvements requirements for this lease.

ATTACHMENTS:
Attachment 1 - Location Map

Attachment 1 - Location Map

BOARD OF PORT COMMISSIONERS
OCTOBER 2, 2024

CONSENT AGENDA ITEM D

APPROVAL OF AMENDMENT NO. 2 TO THE RETAIL LEASE AGREEMENT WITH COMMISSIONED DESSERTS LLC DBA TOP THIS CHOCOLATE

VENTURA PORT DISTRICT **CONSENT AGENDA ITEM D**
BOARD COMMUNICATION Meeting Date: October 16, 2024

TO:	Board of Port Commissioners
FROM:	Brian D. Pendleton, General Manager Todd Mitchell, Deputy General Manager Jessica Snipas, Business Operations Analyst II
SUBJECT:	Approval of Amendment No. 2 to the Retail Lease Agreement with Commissioned Desserts LLC dba Top This Chocolate

RECOMMENDATION:
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.

SUMMARY:
Staff is recommending Amendment No. 2 to Lease to alter the remuneration of the District until the Lease termination, which shall be for a period of up to six months.

GUIDING PRINCIPLES:
3) Grow financial sustainability through a reliable, recurring revenue stream supplemented with grants and public-private partnership investment while maintaining responsible budgeting practices.
5) Build respectful, productive relationships with employees, tenants, residents, visitors, stakeholders, public officials, and elected representatives while promoting diversity, equity, and inclusion.

5-YEAR OBJECTIVES:
R) Seek opportunities to grow revenues and secure grants; continue to improve the quality, efficiency, and transparency of financial reporting, monitoring, and property management.
3) Leasing/Property Management

BACKGROUND:
Commissioned Desserts LLC's tenancy began on August 1, 2018, with a three-year and three-month lease term having two three-year options. The Tenant exercised its first option but has declined to exercise the second and is preparing to depart Harbor Village. The current lease will expire on October 31, 2024.

The tenant is requesting, and staff is recommending that the tenant's lease be able to be extended on a month-to-month basis after the expiration with the rent structure to be adjusted based on percentage rent only (10% of adjusted gross sales) for a period of up to, and no more than 6 months (April 30, 2025) after which the lease would terminate.

Staff believe that having the tenant continuing to operate through the holiday/winter season is more favorable and beneficial to Harbor Village businesses than having an additional vacancy.

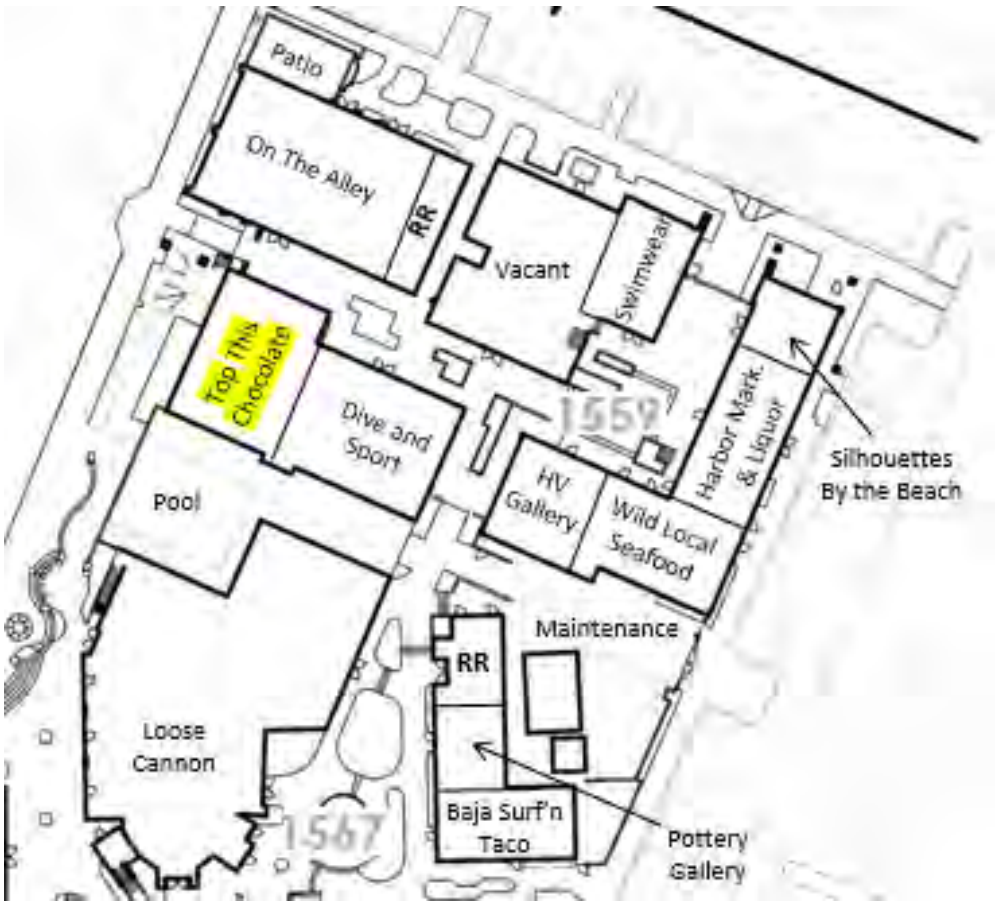
FISCAL IMPACT:
Although the percentage rent for retail sales is being increased from 3% to 10%, adjusting the rent to be entirely based on percentage rent is likely to reduce the overall remuneration to the District for all months except December. However, if the space were vacant, there would be no

revenue generated until the space is occupied. Note that expenses that are shared by all Village tenants (such as Common Area Maintenance fees) are paid by the District when a suite is vacant, so there is no change to other Tenants' payments regarding these expenses.

The Tenant will be responsible for utilities and any applicable possessory interest taxes during the extension.

ATTACHMENTS:
Attachment 1 - Location Map

Attachment 1 - Location Map



BOARD OF PORT COMMISSIONERS
OCTOBER 2, 2024

CONSENT AGENDA ITEM E
APPROVAL OF A NEW OFFICE LEASE AGREEMENT WITH THE BUENAVENTURA ART ASSOCIATION

VENTURA PORT DISTRICT **CONSENT AGENDA ITEM E**
BOARD COMMUNICATION Meeting Date: October 16, 2024

TO:	Board of Port Commissioners
FROM:	Brian D. Pendleton, General Manager
	Todd Mitchell, Deputy General Manager
	Jessica Snipas, Business Operations Analyst II
SUBJECT:	Approval of a New Office Lease Agreement with Buenaventura Art Association

RECOMMENDATION:
That the Board of Port Commissioners 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.

SUMMARY:
The Buenaventura Art Association is seeking a second location to lease at Harbor Village. The first location is a current retail lease located in building 1559, Suite #106. The proposed second location is an office located at 1591 Spinnaker Drive, Suite #207, and is a new two-year office lease with two two-year options. If the Board approves the new office lease, it will begin on December 1, 2024.

GUIDING PRINCIPLES:
3) Grow financial sustainability through a reliable, recurring revenue stream supplemented with grants and public-private partnership investment while maintaining responsible budgeting practices.
5) Build respectful, productive relationships with employees, tenants, residents, visitors, stakeholders, public officials, and elected representatives while promoting diversity, equity, and inclusion.

5-YEAR OBJECTIVES:
R) Seek opportunities to grow revenues and secure grants; continue to improve the quality, efficiency, and transparency of financial reporting, monitoring, and property management.
3) Leasing/Property Management

BACKGROUND:
The Buenaventura Art Association ("Tenant") is a California nonprofit mutual benefit corporation and has been a good-standing retail tenant of the District since June 1, 2016, in building 1559 at Suite #106. The Tenant would like to have a second location at Harbor Village located in building 1591 at Suite #207 that functions as center for a variety of arts. At the proposed new location, the Tenant plans to use the space as/to/for an office, art gallery, art studio, provide classes for the community for all ages, workshop sessions, and host events (i.e.: open-mic nights, performances, art shows, and gatherings with entertainment).

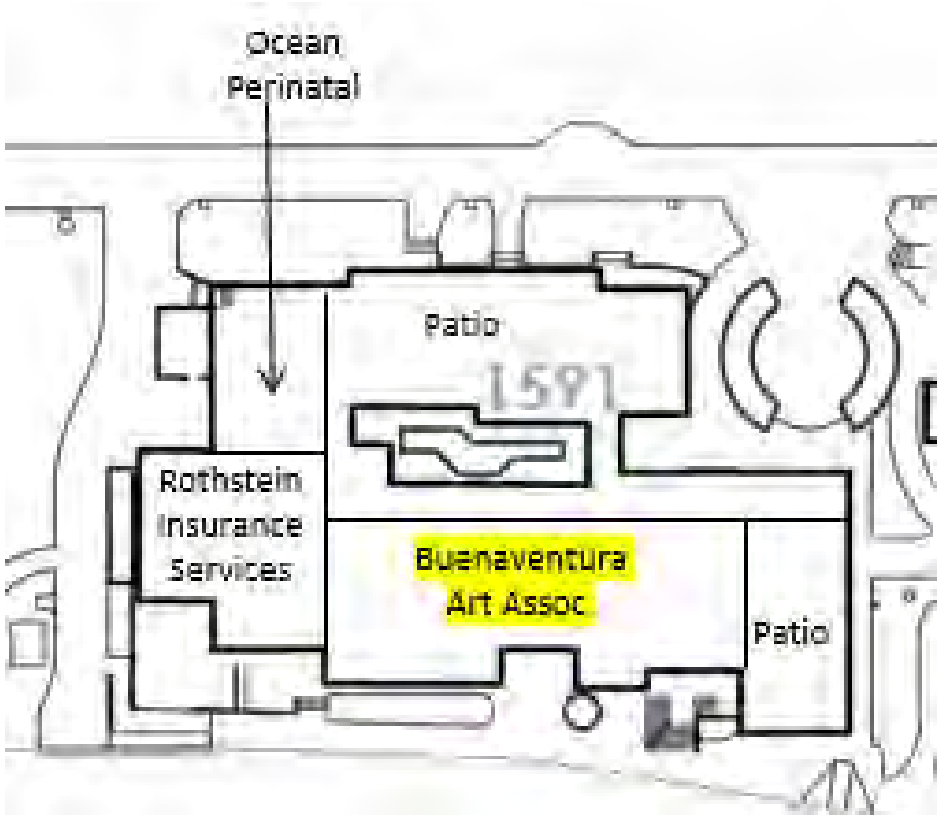
Although Buenaventura Art Association is an existing tenant, the guarantor for this suite is different than that of the retail space. Therefore, Michelle Nosco, the president of the Buenaventura Art Association, as the guarantor for this suite, was required to complete the same credit check required of new tenants.

Staff is recommending a new office lease having with annual rent increases.

FISCAL IMPACT:
This office lease reflects the market rate at Harbor Village and has annual step increases during the base period with Consumer Price Index increases during the options. The suite turnover by the District to the Tenant entails painting the suite where necessary and confirming the plumbing is in good repair (and repairing the plumbing, only as needed). There are no Tenant improvements requirements for this lease.

ATTACHMENTS:
Attachment 1 - Location Map

Attachment 1 - Location Map



BOARD OF PORT COMMISSIONERS
OCTOBER 2, 2024

CONSENT AGENDA ITEM F
APPROVAL OF A NEW OFFICE LEASE AGREEMENT WITH JUNIOR EXPLORERS – VENTURA LLC

VENTURA PORT DISTRICT **CONSENT AGENDA ITEM F**
BOARD COMMUNICATION Meeting Date: October 16, 2024

TO:	Board of Port Commissioners
FROM:	Brian D. Pendleton, General Manager
	Todd Mitchell, Deputy General Manager
	Jessica Snipas, Business Operations Analyst II
SUBJECT:	Approval of a New Office Lease Agreement with Junior Explorers – Ventura LLC

RECOMMENDATION:
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.

SUMMARY:
Junior Explorers is seeking an office lease located at 1591 Spinnaker Drive, Suite #117B. The proposed lease is a new two-year office lease with one two-year option. If the Board approves the new office lease, it will begin on November 1, 2024.

GUIDING PRINCIPLES:
3) Grow financial sustainability through a reliable, recurring revenue stream supplemented with grants and public-private partnership investment while maintaining responsible budgeting practices.
5) Build respectful, productive relationships with employees, tenants, residents, visitors, stakeholders, public officials, and elected representatives while promoting diversity, equity, and inclusion.

5-YEAR OBJECTIVES:
R) Seek opportunities to grow revenues and secure grants; continue to improve the quality, efficiency, and transparency of financial reporting, monitoring, and property management.
3) Leasing/Property Management

BACKGROUND:
Junior Explorers' mission is to exercise a child's creativity and discovery through play. Currently they host classes via an agreement with the District Marketing Department on Parcel 5 (the grass area between building 1591 and 1691) and they desire to expand their offerings (e.g.: open play sessions, parent-and-me classes, educational classes, and drop-off sessions), hence are seeking to lease a first-floor office suite at Harbor Village.

Trysten Hicks, who is a member of Junior Explorers, has completed the application process and underwent a credit check by staff and met the reserve requirement per our legal counsel.

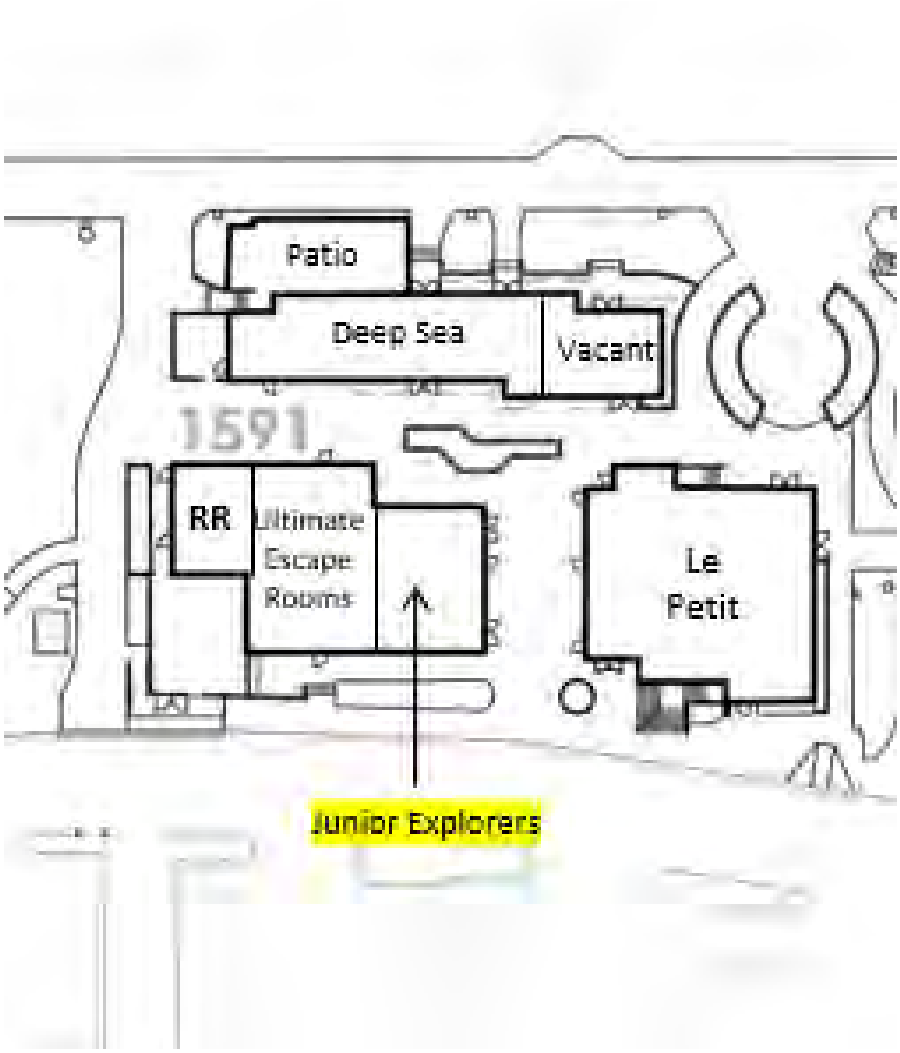
Staff is recommending a new office lease having annual rent increases.

FISCAL IMPACT:
This office lease reflects the market rate at Harbor Village and has annual step increases during the base period with Consumer Price Index increases during the option periods. If the lease is approved by the Board, the lease provides the suite to the tenant first two months at no cost to set up and establish their office before beginning at market rate at Harbor Village.

Prior to turning over the suite to the tenant, the District shall convert a small room with a sink into an ADA compliant bathroom. The conversion entails installing a toilet and all ADA-required features (such as safety handles for the toilet and existing sink, signage, etc.) and removing two doors and replacing them with drywall and then painting. The estimated cost for this improvement at the required prevailing wages is $15,000 - $19,000.

ATTACHMENTS:
Attachment 1 – Location Map

ATTACHMENTS:
Attachment 1 – Location Map



BOARD OF PORT COMMISSIONERS
OCTOBER 16, 2024

STANDARD AGENDA ITEM 1
RECEIVE AND FILE THE PUBLIC WORKSHOP REPORT AND APPROVE THE WORKSHOP MINUTES OF SEPTEMBER 14, 2024

VENTURA PORT DISTRICT **STANDARD AGENDA ITEM 1**
BOARD COMMUNICATION Meeting Date: October 16, 2024

TO:	Board of Port Commissioners
FROM:	Brian D. Pendleton, General Manager Jessica Rauch, Senior Clerk of the Board
SUBJECT:	Receive and File the Public Workshop Report and Approve the Workshop Minutes of September 14, 2024

RECOMMENDATION:
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.

SUMMARY:
The District held a public workshop on Saturday, September 14th that provided (1) an opportunity for residents, tenants and other harbor stakeholders to directly engage with board members and management staff, and (2) actively participate in the workshop topics including parking management implementation, harbor sustainability and resiliency, public safety and economic development.

GUIDING PRINCIPLES:
6) Provide exceptional public service and organizational transparency.

FIVE-YEAR OBJECTIVES:
E) Encourage public and civic engagement; maintain high levels of organizational transparency; and promote Harbor-wide diversity, equity and inclusion through District policies, procedures and programs.
    1) Collaborate with business partners and stakeholders through increased engagement, communication, and participation.
    3) Public and Civic Engagement Planning

BACKGROUND:
The District's 5-year Objectives adopted by the Board called for a public workshop in 2024. The format of the workshop was interactive in nature. The Commissioners served as facilitators and were paired with a member of management staff to serve as co-facilitator/scribe to record the feedback from their table participants for each topic. There were a series of prepared questions for each topic to prompt discussion and feedback. Commissioners were asked to give a summary at the end of each session. Workshop attendees also participated in a "real time" short survey. The information gained through the workshop will be considered by the District as it implements a variety of projects and programs.

FISCAL IMPACT:
The Ventura Marina Mobile Home Park graciously offered the use of the Community Room for free to the District. There was a nominal cost for workshop supplies and refreshments.

ATTACHMENTS:
Attachment 1 – Workshop Session Discussion Questions
Attachment 2 – Workshop Discussion Summary
Attachment 3 – Workshop Survey Results
Attachment 4 – September 14, 2024, Workshop Minutes

SESSION 1

- **Parking Management Implementation**
  - The District's parking management plan will include paid parking at the Village and Beach Lots on Fridays through Sundays and Holidays from 10AM to 8PM. Spinnaker Dr. will be free 7 days/week.
    - While this is intended to support Village businesses, through vehicle turnover during peak periods, there will be a need to work closely with our Tenants particularly during the rollout phase.
    - What programs and services would you prioritize net parking revenue go towards (e.g. Parking validation with Village purchases, employee parking, shuttle buses b/t Village and Master Tenants/Satellite Parking Lots, Water Taxis, Public education and marketing campaign, etc.)
  - Parking Lot 19A (NW Corner of Harbor Blvd. and Schooner Dr. adjacent to the Mobile Home Park) will become the District's new recreational boat storage facility and free satellite parking.
    - What operational considerations do you think will be most important to its success (e.g. hours of operation, physical appearance, rules and regulations, shuttle service, etc.)
  - The District's current boat storage on Anchors Way Drive will become a launch ramp overflow paid parking lot (7 days a week).
    - What operational considerations do you think will be most important to its success (e.g. hours of operation, physical appearance, rules and regulations, signage, etc.)

- **Harbor Sustainability & Resiliency**
  - How can the District, Master/Village Tenants and Residents collaborate to:
    - Increase recycling and reduce reliance on single-use materials such as plastics, etc.?
    - Migrate vehicles, vessels, equipment to zero-emissions technologies without disrupting business operations, and impacting job opportunities and profitability?
    - Develop policies and programs to improve resiliency for the harbor? (e.g. improved infrastructure standards, building and marina design, dunes restoration, commercial and recreational vessel pump out systems, etc.)

SESSION 2

- **Public Safety (30 Minutes)**
  - Criminal Conduct
    - How can the District, Master/Village Tenants and Harbor residents collaborate to deter and reduce criminal activity (e.g. theft, violence, trespassing, illegal lodging, public intoxication, etc.) and its impacts to the visitor, employee and resident experience?
  - Homelessness
    - What resources may be available to serve the homeless population needs in the Harbor area?
  - Inner-Harbor and Beach Management
    - How can the District, Master/Village Tenants and Harbor residents collaborate to safely manage the growing interest and number of Harbor uses on land/water? (e.g. commercial vessels, recreational boats, electric boats, kayaks, stand-up paddle boards, beach recreation clubs, sponsored events, vendors, etc.)

- **Economic Development (30 Minutes)**
  - Commercial Fisheries Masterplan
    - What user groups in addition to commercial fishers and aquaculture firms should the District consider as part of its master planning efforts for the new complex? (e.g. public fish market, office, retail, gathering space, public restrooms, etc.)
    - What actions should the District take to minimize construction impacts to nearby residents and preserve business continuity for existing commercial fishers, restaurants, retail, and office users?
  - Commercial Tenant Mix & Events
    - What types of retail, restaurants, entertainment and other tenants would you like to see the District pursue for Village vacancies?
    - The District provides a number of year-round events and activities. What other types of events and activities would you like the District to pursue?
  - Parcel 5 Park Development
    - What amenities should the District prioritize given the potential need to phase in some elements due to cost considerations? (e.g. performance stage, amphitheater seating, wind screen, playground equipment, picnic areas, vendor booth areas, etc.)

SESSION 1: PARKING MANAGEMENT IMPLEMENTATION

The comments center around the introduction of a paid parking system and its implications for visitors, employees, and local businesses.

1. Parking Management & Revenue Allocation:
    - Net revenue should be reinvested to benefit locals and visitors, such as improving facilities and funding amenities like a water taxi or shuttle. It could also be used to fund special events to attract visitors.
    - Net revenue could also be used to fund promotions, parking lot maintenance, additional wayfinding maps/signage, and accessibility improvements.
2. Validation:
    - There were numerous questions about how/whether visitor parking validation will be implemented, including who will be financially responsible for funding visitor validation (i.e. businesses and/or the District) including discussion on whether partial validation would be successful.
    - Several proposals suggest introducing annual passes for parking or water taxis.
3. Employee Safety & Parking:
    - Concerns arose regarding employee safety, especially for those parking in remote lots and walking after dark.
    - Ideas included shuttles or other services to assist employees (such as security escort for employees to return to their cars) and having designated areas for employee parking.
4. Visitor Convenience:
    - Need to make the user experience as convenient as possible.
    - Providing clear and extensive signage is crucial to guide visitors and avoid frustration.
    - Some commenters questioned the parking hours, with suggestions to adjust them to better suit visitor needs and attract more locals.
    - It was suggested that using the same mobility apps and equipment as the City uses could make it easier for local visitors.
5. Seasonality & Flexibility:
    - The program might need to be seasonal to account for shifts in visitor demographics, particularly in winter when the visitors are more likely locals.
    - Flexibility in hours of operation was suggested, with room to expand or reduce depending on observed demand.
6. Management of Lots:
    - Management/oversight of parking areas, particularly Parcel 19A and old Dry Storage, are necessary.
7. Oversized and Free Parking:
    - Management of oversized vehicles and overnight parking are points of concern.
8. Transportation Options:
    - Strong support for reintroducing a water taxi service or using shuttles to reduce parking congestion.
    - Trolley services and bike rentals are suggested to enhance connectivity around the area.
9. Enforcement:
    - There needs to be a balance between strict enforcement (towing and fines) and flexibility (grace periods, easy-to-use apps).

In summary, while there was support for the parking management provided there was careful consideration for employee parking consideration, validation processes, employee safety, visitor convenience, signage, flexible enforcement, and reinvestment of net revenue into visitor-serving benefits.

SESSION 1: HARBOR SUSTAINABILITY & RESILIENCY

The comments focused on sustainability, infrastructure, and environmental challenges in the harbor, with emphasis on electric charging stations, recycling, storm preparedness, and the impact of climate events like sea-level rise.

1. Sustainability Initiatives:
    - There was much discussion on expanding electric vehicle (EV) use in public areas, and also in Ventura Harbor North. There was also the discussion about providing EV charging for boats.
    - Opportunities to expand solar power in parking lots, promote zero-emission technologies, and integrate electrification into marina infrastructure.
    - Encouragement of aquaculture partnerships to diversify harbor activities and increase sustainability efforts.
2. Recycling and Waste Management:
    - Enhancing recycling programs with better signage, more bins (especially along beaches and paths), and education for tenants and visitors.
    - Discussion about composting and reusable materials, balancing eco-tourism opportunities with the cost and space required.
    - There was also the comment that state and local regulations already impose strict requirements for recycling and waste management and a concern that imposing additional requirements (which add cost the District and its tenants) could be a concern.
    - Concerns were also raised about trash in the harbor, stagnant water, and potentially adding additional in-water trash collecting technology.
    - Pump-out facilities were also discussed, with suggestions for additional pump-out locations in areas more readily accessible to larger boats.
3. Storm Preparedness and Resiliency:
    - Concerns over the impact of storms, sea-level rise, and tsunamis on marina infrastructure, with discussions on pile heights and structural designs.
    - The need for emergency planning, such as better collaboration with the City for storm events, particularly affecting Navigator, but also sand removal and levee maintenance (e.g., Santa Clara River).
    - Emphasis on improving the harbor's resiliency with policies regarding beach and dune restoration, storm management, and contingency plans.
4. Alternative Transportation and Infrastructure:
    - Proposals for improving bike paths, expanding the promenade for e-bikes and walking, and enhancing public transportation options like trolleys and water taxis.
    - Discussions on adding more EV charging stations, especially in new developments, and integrating charging stations into parking areas that aren't prime spots.
5. General Harbor Management:
    - Concerns about recycling container accessibility, the need for clean water circulation, and managing homeless activity around recycling areas.
    - Interest in expanding community-serving amenities like farmers markets and improving daily draws to the harbor.
    - Visitors should be able to provide feedback on their experience with managed parking.

In summary, the focus is on promoting sustainability through electric infrastructure and recycling, improving storm resiliency, and enhancing alternative transportation while addressing environmental challenges like waste management and climate change impacts.

SESSION 2: PUBLIC SAFETY

The comments highlight safety concerns, homelessness, and the need for better coordination between the District, tenants, and the public in the harbor. In particular, the need for more education and communication.

1. Safety and Security:
    - Improvements needed for night safety, such as better lighting, additional security patrols, and emergency call boxes.
    - Coordination between Harbor Patrol and city police is critical for faster response times. There is also a need for clarification to our stakeholders on jurisdictional roles and responsibilities between Harbor Patrol and city police. Perhaps a police department representative could meet with tenants.
    - Public restrooms are a safety concern (especially at the public launch ramp), particularly at night, with suggestions for security upgrades like coded entry and increased surveillance.
2. Homelessness and Vagrancy:
    - Homelessness is a recurring issue, with discussions about working with local agencies like Turning Point Foundation to offer mental health resources and partnering with the city to address encampments.
    - Ideas include charging stations, removing bushes that provide hiding spots, and hiring security to monitor problem areas, especially restrooms.
    - The City has a vagrancy working group building a database on individuals causing safety concerns. Can this and other efforts of the City be leveraged by the District?
3. Public Education for Water Safety:
    - Increased education is needed for the safe use of rental boats, paddleboards, and kayaks, with a focus on enforcing safety rules, especially in high winds.
    - Enhanced signage and boating classes were suggested to ensure public awareness of harbor safety.
    - Facilitate a meeting between inner harbor water vendors to discuss best practices.
4. Collaboration and Resources:
    - Partnering with larger agencies for resources and hosting meetings with police and tenants to provide lists of available services.
    - Annual forums with vendors to address issues and solutions regarding water management, rental operations, and commercial activities.

In summary, the focus is on improving safety, discouraging criminal activity, addressing homelessness, better defining jurisdictional roles, and enhancing public education for safe harbor use.

SESSION 2: ECONOMIC DEVELOPMENT

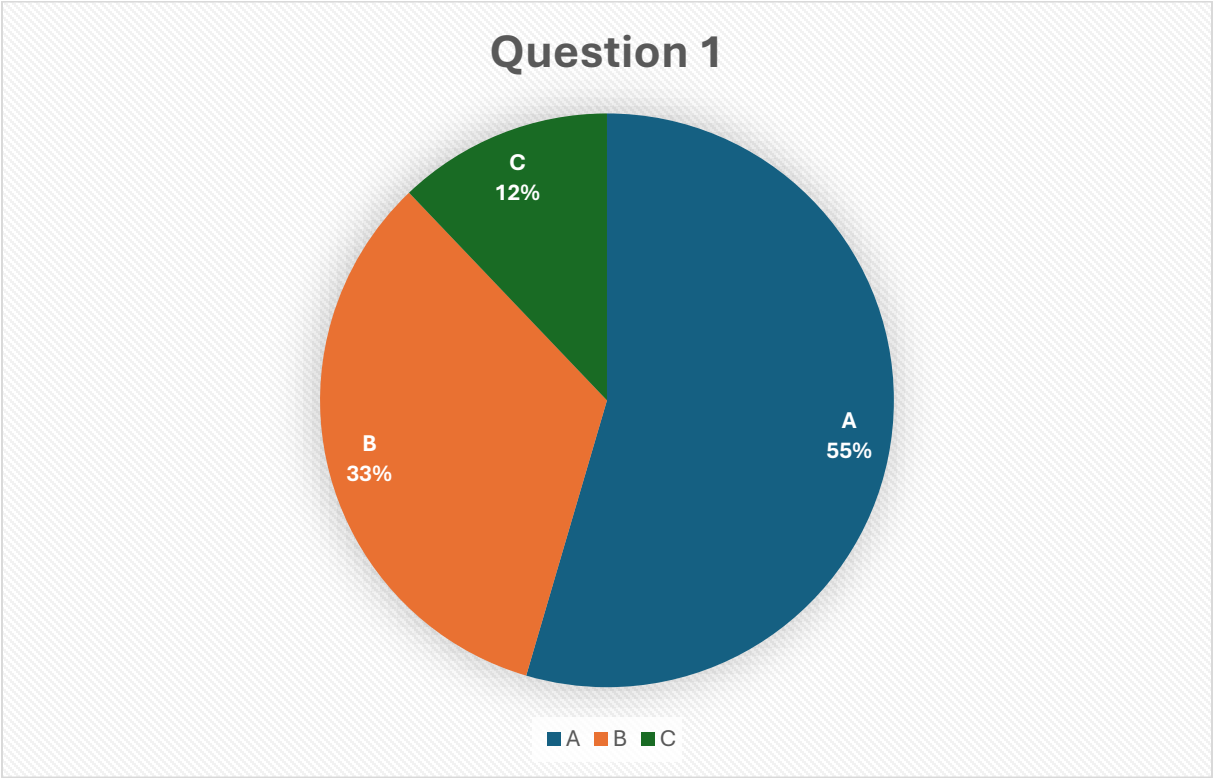
The comments focus on enhancing the harbor experience through improved attracting tenants that can provide unique experiences, improved amenities, and event planning, while preserving the local character. Also included the need for a streamlined process with the City for permitting new projects in the harbor, particularly for the commercial fishing project.

1. Permitting and Development:
    - Expedite City permitting and inspections to avoid delays, especially for public safety and construction projects like the fisheries building.
    - Ensure development aligns with the community's identity, preventing over-gentrification and maintaining Ventura's local vibe.
2. Business and Commercial Growth:
    - Diversify commercial tenants, with interest in adding eateries (like delis and coffee shops) and creating more family-friendly spaces and activities.
    - Suggestions were to attract unique tenants (e.g. aquarium, Trader Joe's, fast burgers, Amazon shipping station) and children/family activities and entertainment.
3. Events and Attractions:
    - Develop the Parcel 5 area with event stages, seating, playgrounds, and family-oriented businesses. There is a need for public gathering space.
    - Increase events throughout the year, especially in the off-season, with a focus on community-centric activities. Ideas include returning events like weekday farmers market, Pirate Days, boat shows, concerts, and family-oriented events and festivals (high-school battle of the bands, cheer competition). Events should partner with tenants where possible.
    - Ensure events don't alter the harbor's character while attracting locals and younger demographics. Be mindful that events can create parking challenges.
    - Explore paid parking as a value-added service, with some net revenue dedicated to event funding.
4. Fisheries and Infrastructure:
    - Develop the fisheries masterplan, expanding seafood markets and creating public spaces for education and gatherings. Address impacts of construction. Provide good public information on the project.
    - Support aquaculture and maintain the working waterfront, ensuring the area remains viable for commercial activities.
    - Include educational component for the public about fishing.
    - Be mindful of the impacts of additional truck traffic from the project.

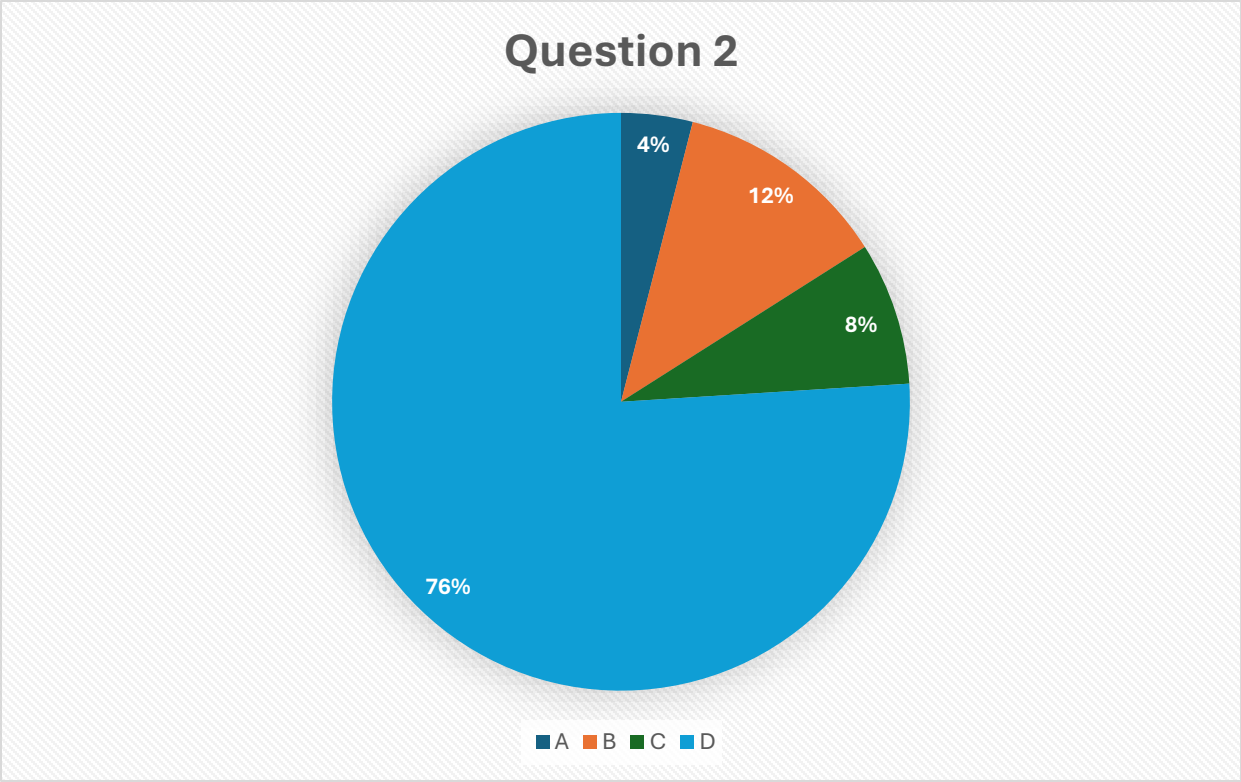
In summary, the priorities include streamlining development processes, attracting diverse businesses, hosting more events, enhancing the fisheries sector, and ensuring new developments retain the local community's character.

Survey Results Document (Results Rounded to Nearest Percent)

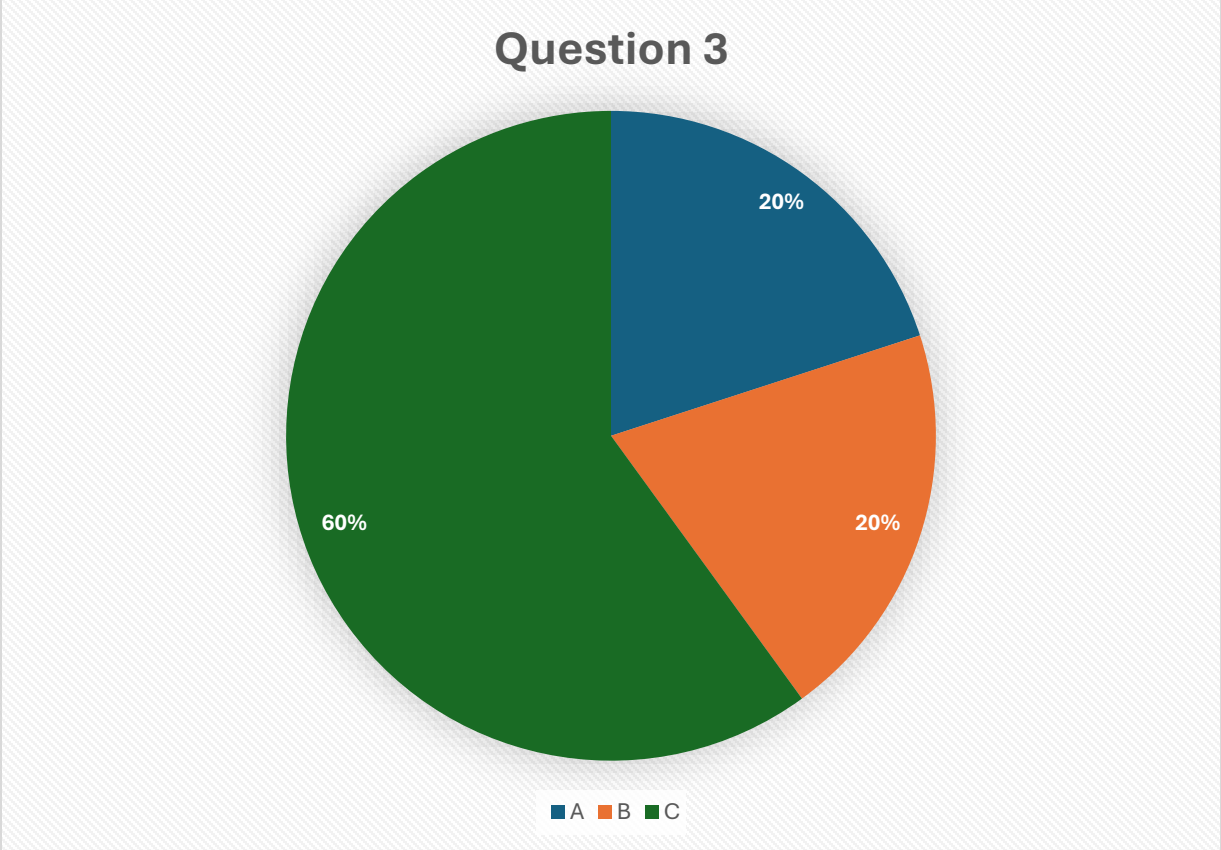
Question 1	
At Harbor Village, the Parking Program could include the option of validation with a purchase from a Harbor Village business. In your opinion:	
a. Validation for any time spent at the Harbor is essential, even if there is less revenue for additional services.	54%
b. Validation on all-day passes is more beneficial because it will encourage beach users to patronize the Village, even if there is less revenue for additional services.	33%
c. I don't favor validation because reinvestment in inner harbor transportation (such as a shuttle and/or water taxi) and other public amenities is more important.	12%



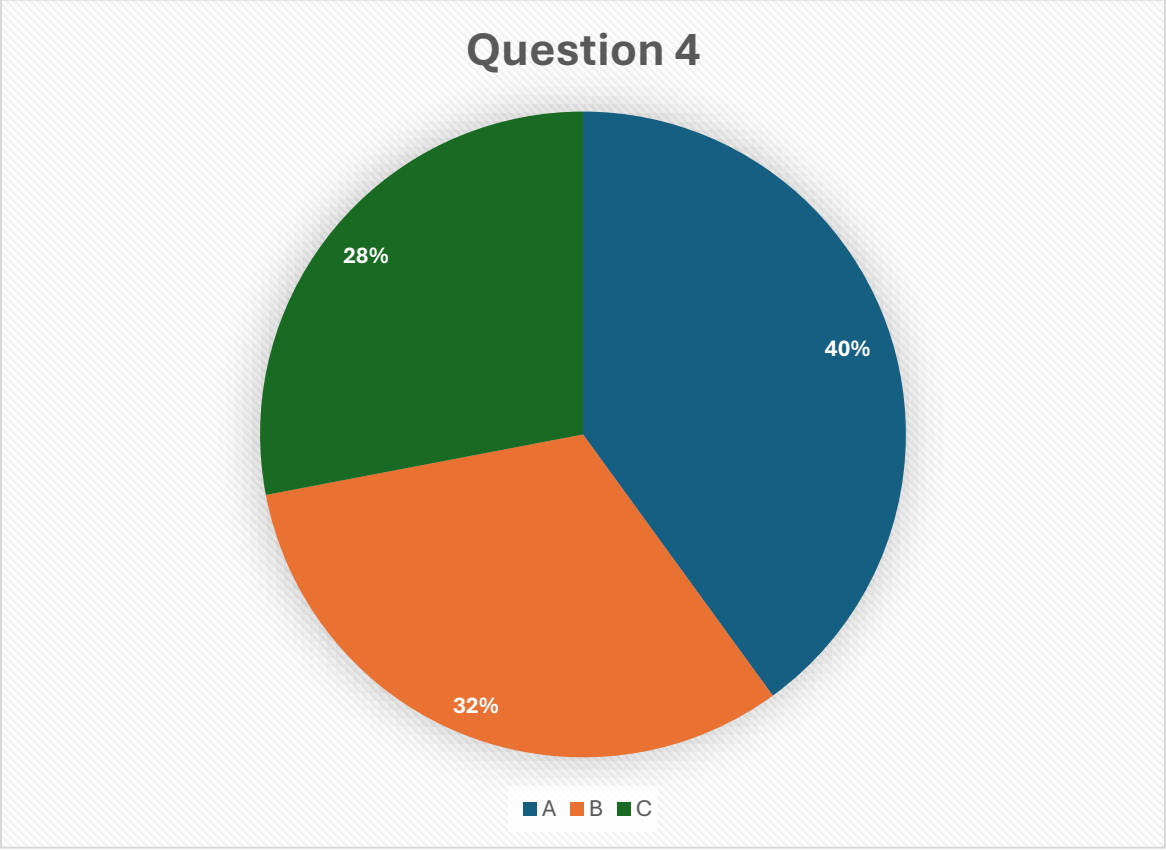
Question 2	
Do you think the District should provide additional meetings/workshops regarding sustainability options?	
a. I am interested in seeing businesses phase out single-use materials and disposable plastics.	4%
b. I am interested in learning more about zero-emissions technologies and infrastructure.	12%
c. I believe suitable technology is out there and the District and Tenants should invest in modernizing their vehicle and vessel fleets now.	8%
d. I am interested in seeing the District do all of the above.	76%



Question 3	
Do you think the District should create new policies or rules governing the operation of personal watercraft, kayaks, paddleboards, peddle boats, etc. for the inner-Harbor?	
a. I am regularly in the Inner-Harbor waters and have experienced issues where others have acted in a way where I have felt unsafe.	20%
b. I am regularly in the Inner-Harbor waters but have not had any negative experiences related to others in the water.	20%
c. I am not regularly in the water.	60%



Question 4	
The District continues to invest in modernization projects in Harbor Village and Commercial Fishing complex as well as working with master tenants to facilitate improvements Harbor-wide.	
a. The District should prioritize its resources to attract more visitors and Ventura residents through events, activities, and developing a premier gathering space.	40%
b. The District should prioritize investment in additional modernization projects and continue to refresh and enhance the harbor.	32%
c. The District should balance its use of resources rather than focus on one of these.	28%



VENTURA PORT DISTRICT

BOARD OF PORT COMMISSIONERS
SPECIAL PUBLIC WORKSHOP MINUTES OF SEPTEMBER 14, 2024

CONTINENTAL BREAKFAST AND NETWORKING

CALL TO ORDER AND WELCOME:
The Ventura Board of Port Commissioners Special Public Workshop was called to order by Chair Blumenberg at 8:30AM at the Ventura Marina Mobile Home Park Community Room, 1215 Anchors Way Drive, Ventura, CA 93001.

PLEDGE OF ALLEGIANCE: By Chair Blumenberg.

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
Todd Mitchell, Sr. Business Operations Manager
Jessica Rauch, Clerk of the Board
Brendan Donohue, Sr. Harbor Patrol Officer
Joe Gonzalez, Capital Projects Manager
Sergio Gonzalez, Facilities Manager
Wayne Hatch, Maintenance Supervisor
John Higgins, Harbormaster
Will McReynolds, Management Assistant
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 – Present
City Manager, Bill Ayub - Present

Number of interested persons:
33

ADOPTION OF AGENDA

ACTION: Vice-Chair Gardina moved to adopt the September 14, 2024 agenda.

Commissioner Howell seconded. The vote was unanimous.

WORKSHOP OVERVIEW: By General Manager, Brian D. Pendleton.

GUEST SPEAKER: BILL AYUB, CITY MANAGER FOR THE CITY OF VENTURA:
Mr. Ayub gave a presentation introducing his management team and reporting on current and upcoming city projects.

SESSION 1: Groups discussed parking management implementation and Harbor Sustainability & Resiliency.

BREAK AND NETWORKING

SESSION 2: Groups discussed Public Safety and Economic Development.

PUBLIC COMMENT: James Wilson is concerned about vehicle speeds on Schooner Drive since Portside was built. He has requested the City install speed humps like those in the Keys. He asked the District for assistance with his request. He also recommended speed humps for Spinnaker Drive. Closed at 11:54AM.

CLOSING COMMENTS BY COMMISSIONERS: Closed at 12:00PM.

ADJOURNMENT: The meeting was adjourned at 12:01PM.

The next regular meeting is Wednesday, September 18, 2024.

_____
Anthony Rainey, Secretary