

VENTURA PORT DISTRICT

**BOARD OF PORT COMMISSIONERS
REGULAR MEETING MINUTES OF NOVEMBER 20, 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 5:30PM at the Ventura Port District Administration Office, 1603 Anchors Way Drive, Ventura, CA 93001 and via Zoom meeting.

ROLL CALL:

Commissioners Present:

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

Commissioners Absent:

None.

Port District Staff:

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

Legal Counsel:

Tom Bunn, Lagerlof, LLP

Number of interested persons:

0 via zoom; 0 in-person

PUBLIC COMMUNICATIONS: None. Closed at 5:31PM

CONVENED TO CLOSED SESSION AT 5:31PM.

ADJOURNMENT: Closed Session was adjourned at 7:03PM.

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 7:08PM at the Ventura Port District Administration Office, 1603 Anchors Way Drive, Ventura, CA 93001 and via Zoom meeting.

PLEDGE OF ALLEGIANCE: By Chair Michael 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
Jessica Rauch, Clerk of the Board
Todd Mitchell, Deputy General Manager
Gloria Adkins, Accounting Manager
Joe Gonzalez, Capital Projects Manager
Sergio Gonzalez, Facilities Manager
Wayne Hatch, Maintenance Supervisor
John Higgins, Harbormaster
Will McReynolds, Management Assistant
Jessica Perkins, Accountant via Zoom
Jessica Snipas, Business Operations Analyst
Jennifer Talt-Lundin, Marketing Manager
Dave Werneburg, Marina Manager via Zoom

Legal Counsel:

Tom Bunn, Lagerlof, LLP

City of Ventura Liaisons:

Councilmember Duran, City Council Liaison – Absent

Number of interested persons:

3 via zoom; 11 in person

ADOPTION OF AGENDA

ACTION: Commissioner Howell moved to adopt the November 20, 2024 agenda.

Vice-Chair Gardina seconded. The vote was unanimous.

PUBLIC COMMUNICATIONS: Gregg Kravich noticed the new Harbor Patrol boat and suggested opening up the naming to the community. Andrew Berner and David Livingstone, Hokuloa Outrigger Canoe Club updated the Board on the relocation of their assets. Closed at 7:14PM.

CLOSED SESSION REPORT: Mr. Bunn stated that the Board met in closed session and discussed and reviewed all items on the closed session agenda. Staff was given instructions on how to proceed as appropriate and no action was taken that is reportable under The Brown Act. The Board will reconvene in closed session to finish discussion on item 4.

BOARD COMMUNICATIONS: Commissioner Howell would like to discuss derelict boats on the next agenda. Closed at 7:15PM.

STAFF AND GENERAL MANAGER REPORTS: Mr. Pendleton reported on the upcoming Holiday events, decorations and promotions at Harbor Village. He also thanked all the Parade of Light sponsors. The Leasing Plan was mentioned, and the team has been meeting with several consultants and has expanded its marketing on Loopnet.com. Mr. Pendleton also commented on the new Harbor Patrol boat.

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 requests for:

- a) General Manager, Brian D. Pendleton to attend the LCW 2025 Annual Public Sector Employment Law Conference from January 29 – January 31, 2025 in San Diego, CA.
- b) Commissioner Elizabeth Howell to attend the to attend the National Working Waterfront Network 2025 Conference from February 3 – February 5, 2025 in San Diego, CA.

Public Comment: None. Closed at 7:33PM.

ACTION: Vice-Chair Gardina moved to approve the out-of-town travel requests.

Commissioner Rainey seconded. The vote was unanimous.

B) Approval of a New Restaurant Lease Agreement with Ricardo and Christina Magana dba Baja Bay Surf n Taco

Recommended Action: Voice Vote.

That the Board of Port Commissioners approve a new Restaurant Lease Agreement between the Ventura Port District dba “Ventura Harbor Village” and with Ricardo and Christina Magana dba “Baja Bay Surf n Taco”, for the premises located at 1567 Spinnaker Drive, Suite #104, Ventura, California 93001, consisting of approximately 773 of interior square feet and 623 of patio square feet.

Public Comment: None. Closed at 7:33PM.

ACTION: Vice-Chair Gardina moved to approve a new Restaurant Lease Agreement between the Ventura Port District dba “Ventura Harbor Village” and with Ricardo and Christina Magana dba “Baja Bay Surf n Taco”, for the premises located at 1567 Spinnaker Drive, Suite #104, Ventura, California 93001, consisting of approximately 773 of interior square feet and 623 of patio square feet.

Commissioner Rainey seconded. The vote was unanimous.

C) Approval of a New Office Lease Agreement with Commercial Collections of America, LLC dba CCA

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 Commercial Collections of America, LLC dba “CCA”, for the premises located at 1559 Spinnaker Drive, Suite #205, Ventura, California 93001, consisting of approximately 438 square feet.

Public Comment: None. Closed at 7:33PM.

ACTION: Vice-Chair Gardina moved to approve a new Office Lease Agreement between the Ventura Port District dba “Ventura Harbor Village” and Commercial Collections of America, LLC dba “CCA”, for the premises located at 1559 Spinnaker Drive, Suite #205, Ventura, California 93001, consisting of approximately 438 square feet.

Commissioner Rainey seconded. The vote was unanimous.

D) Approval of Amendment No. 1 to the Office Lease Agreement with Elmo Iadevaia

Recommended Action: Voice Vote.

That the Board of Port Commissioners approve Amendment No. 1 to the Office Lease dated January 1, 2022 between the Ventura Port District, and Elmo Iadevaia, for the premises located at 1567 Spinnaker Drive, Suite #203, consisting of approximately 370 square feet.

Public Comment: None. Closed at 7:33PM.

ACTION: Vice-Chair Gardina moved to approve Amendment No. 1 to the Office Lease dated January 1, 2022 between the Ventura Port District, and Elmo Iadevaia, for the premises located at 1567 Spinnaker Drive, Suite #203, consisting of approximately 370 square feet.

Commissioner Rainey seconded. The vote was unanimous.

E) Approval of Amendment No. 1 to the Office Lease Agreement with American Pacific Mortgage Corporation

Recommended Action: Voice Vote.

That the Board of Port Commissioners approve Amendment No. 1 to the Office Lease dated December 1, 2022 between the Ventura Port District, and American Pacific Mortgage Corporation, for the premises located at 1583 Spinnaker Drive, Suite #213, consisting of approximately 791 square feet.

Public Comment: None. Closed at 7:33PM.

ACTION: Vice-Chair Gardina moved to approve Amendment No. 1 to the Office Lease dated December 1, 2022 between the Ventura Port District, and American Pacific Mortgage Corporation, for the premises located at 1583 Spinnaker Drive, Suite #213, consisting of approximately 791 square feet.

Commissioner Rainey seconded. The vote was unanimous.

F) Approval of the 2025 Port Commission Meeting Schedule

Recommended Action: Voice Vote.

That the Board of Port Commissioners approve the 2025 Port Commission meeting schedule.

Public Comment: None. Closed at 7:33PM.

ACTION: Vice-Chair Gardina moved to approve the 2025 Port Commission meeting schedule, correcting March 16 to March 19.

Commissioner Rainey seconded. The vote was unanimous.

G) Approval of a Professional Services Agreement with Noble Consultants, Inc. for Engineering and Consulting Services

Recommended Action: Voice Vote.

That the Board of Port Commissioners approve a Professional Services Agreement with Noble Consultants, Inc. in the amount of \$50,000 for engineering and consulting services.

Public Comment: None. Closed at 7:33PM.

ACTION: Vice-Chair Gardina moved to approve a Professional Services Agreement with Noble Consultants, Inc. in the amount of \$50,000 for engineering and consulting services.

Commissioner Rainey seconded. The vote was unanimous.

STANDARD AGENDA:

1) Ventura Yacht Club Dock Replacement Project Presentation

Recommended Action: Informational.

That the Board of Port Commissioners receive a presentation on the completion of the Ventura Yacht Club Dock Replacement Project.

Presentation by Dave Boatner, Staff Commodore, Ventura Yacht Club.

Public Comment: Tom Derecktor, member of the Yacht Club, said they did an excellent job on the new docks.

ACTION: The Board of Port Commissioners received a presentation on the completion of the Ventura Yacht Club Dock Replacement Project.

No action was taken.

2) Ventura West Marina Redevelopment Project Parcel 17 (APN 080-0-240-325)

Recommended Action: Voice Vote.

That the Board of Port Commissioners:

- a) Approve a Professional Services Agreement with Impact Sciences in the amount of \$60,000 for the performance of an environmental review pursuant to the California Environmental Quality Act for the proposed redevelopment of Ventura West Marina Parcel 17.
- b) Receive a presentation and provide preliminary feedback on the proposed redevelopment of Ventura West Marina Parcel 17.

Report by Brian D. Pendleton, VPD General Manager; Beauchamp Leslie Development Management Team - Dick Beauchamp, President, Justin Pappa, VP of Development, Natasha Delamere, COO, Eric Leslie, CEO; and Bryce Fisher, Project Development Manager, Bellingham Marine.

Public Comment: None. Closed at 8:16PM.

ACTION: The Board of Port Commissioners received a presentation on the proposed redevelopment of Ventura West Marina Parcel 17.

ACTION: Commissioner Rainey moved to approve a Professional Services Agreement with Impact Sciences in the amount of \$60,000 for the performance of an environmental review pursuant to the California Environmental Quality Act for the proposed redevelopment of Ventura West Marina Parcel 17.

Vice-Chair Gardina seconded. The vote was unanimous.

3) Adoption of Resolution No. 3513 Approving the Financial Statements and Checks for July through September 2024

Recommended Action: Roll Call Vote.

That the Board of Port Commissioners adopts Resolution No. 3513 to:

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

Report by Gloria Adkins, Accounting Manager.

Public Comment: None. Closed at 8:39PM.

ACTION: Commissioner Stephens moved to adopt Resolution No. 3513 to accept the draft financial statements for the Quarter ending September 30, 2024, pending final year-end reconciliation adjustments and audit review and review the payroll and regular checks for July through September 2024.

Commissioner Howell seconded. The vote was as follows:

AYES: Commissioners Blumenberg, Gardina, Rainey, Stephens, Howell

NOES: None.

ABSTAINED: None.

ABSENT: None.
Motion carried 5-0.

4) Ventura Port District 5-Year Objectives Annual Accomplishments and Quarterly Update
Recommended Action: Voice Vote.

That the Board of Port Commissioners

- a) Receive and file the FY23-24 Ventura Port District 5-Year Objectives annual accomplishments.
- b) Receive and file the FY24-25 Ventura Port District 5-Year Objectives update.

Report by Brian D. Pendleton, General Manager.

Public Comment: None. Closed at 9:03PM.

Commissioner Comments: For future accomplishment reports, remove milestone column and bold font for completed tasks. For future quarterly reports, staff could come back to the Commission for approval to remove a strategy if it is not working.

ACTION: Commissioner Howell moved to receive and file the FY23-24 Ventura Port District 5-Year Objectives annual accomplishments and FY24-25 Ventura Port District 5-Year Objectives quarterly update.

Vice-Chair Gardina seconded. The vote was unanimous.

5) Election of a Ventura Local Agency Formation Commissioner Representing Special Districts

Recommended Action: Voice Vote.

That the Board of Port Commissioners elect a candidate to fill the four-year term of the Special District Regular Member for the Ventura LAFCo Commission.

Report by Brian D. Pendleton, General Manager.

Public Comment: Candidate Mohammed Hasan spoke as to why he should be considered for the Special District Regular Member. Candidate Stephen Huber provided written comment that was distributed to the Commissioners and posted on the website. Closed at 9:12PM.

ACTION: Commissioner Rainey moved to elect Commissioner Chris Stephens to fill the four-year term of the Special District Regular Member for the Ventura LAFCo Commission.

Vice-Chair Gardina seconded. The vote was unanimous.

ADJOURNMENT: The meeting was adjourned at 9:14PM.

RECONVENED TO CLOSED SESSION AT 9:18PM.

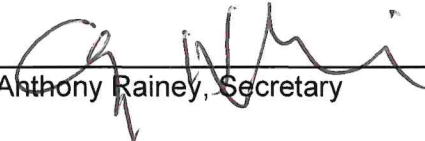
CLOSED SESSION WAS ADJOURNED AT 9:38PM.

RECONVENED TO OPEN SESSION AT 9:40PM.

CLOSED SESSION REPORT: Mr. Bunn stated that the Board reconvened in closed session and continued discussing item 4 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.

ADJOURNMENT: The meeting was adjourned at 9:41PM.

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


Anthony Rainey, Secretary