



VENTURA
PORT DISTRICT

Established 1952

**BOARD OF PORT COMMISSIONERS
NOVEMBER 20, 2024**

Ventura Harbor

GATEWAY TO THE CHANNEL ISLANDS NATIONAL PARK

- Call to Order
- Pledge of Allegiance
- Roll Call

ADMIN AGENDA

ADMIN AGENDA

Adoption of the October 16, 2024 Agenda

**Approval of Minutes
October 2, 2024
Regular Meeting**

**PUBLIC COMMUNICATION
ADMIN AGENDA
ITEMS NOT ON THE AGENDA**

00 : 03 : 00

- Closed Session Report
- Board Communications
- Staff and General Manager Reports

ADMIN AGENDA

48TH ANNUAL VENTURA HARBOR

PARADE OF LIGHTS

DEC. 13 & 14
6:30PM – 8:00PM

2024 CANDY LAND BOAT PARADE & FIREWORKS

Join us for a sweet celebration seaside



SPARKLING DECOR | FAMILY RIDES | FAUX SNOW | DINING

FOUR POINTS
BY SHERATON



AN IHG HOTEL
Ventura Harbor



Tow Boat US
239 VENTURA BLVD. VENTURA, CA 93001



SAFE HARBOR
VENTURA ISLAND



ISLAND PACKERS
SERVICE DEPT.

MAVCCO MARKET
FRESH LOCAL PRODUCE

Valley Scene
COMMUNITY NEWS

Reporter

THE SIGNAL

WEATHER PENDING

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CONSENT AGENDA ITEMS

- A) Approval of Out-of-Town Travel Request for Deputy General Manager, Todd Mitchell**
- B) Approval of a New Restaurant Lease Agreement with Ricardo and Christina Magana dba Baja Bay Surf n Taco**
- C) Approval of a New Office Lease Agreement with Commercial Collections of America, LLC dba CCA**
- D) Approval of Amendment No. 1 to the Office Lease Agreement with Elmo Iadevaia**
- E) Approval of Amendment No. 1 to the Office Lease Agreement with American Pacific Mortgage Corporation**
- F) Approval of the 2025 Port Commission Meeting Schedule**
- G) Approval of a Professional Services Agreement with Noble Consultants, Inc. for Engineering and Consulting Services**

PUBLIC COMMUNICATION CONSENT AGENDA

00 : 03 : 00

VENTURA YACHT CLUB DOCK REPLACEMENT PROJECT
PRESENTATION

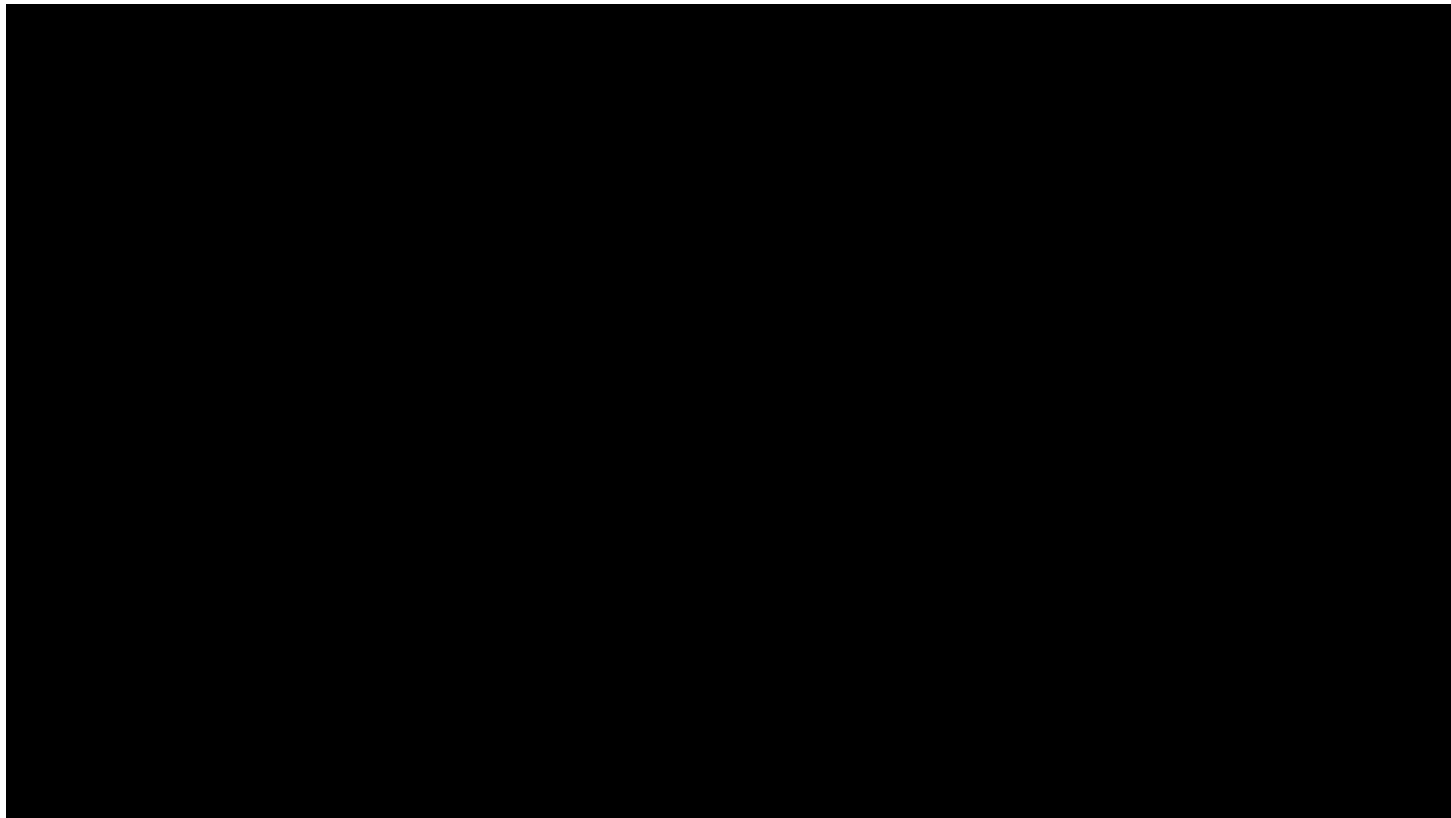
RECOMMENDATION:

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

STANDARD
AGENDA
ITEM
1

Report by:
David Boatner

VENTURA YACHT CLUB PRESENTS:



OLD WOOD DOCKS

VENTURA
YACHT CLUB 



VYC DUE DILIGENCE

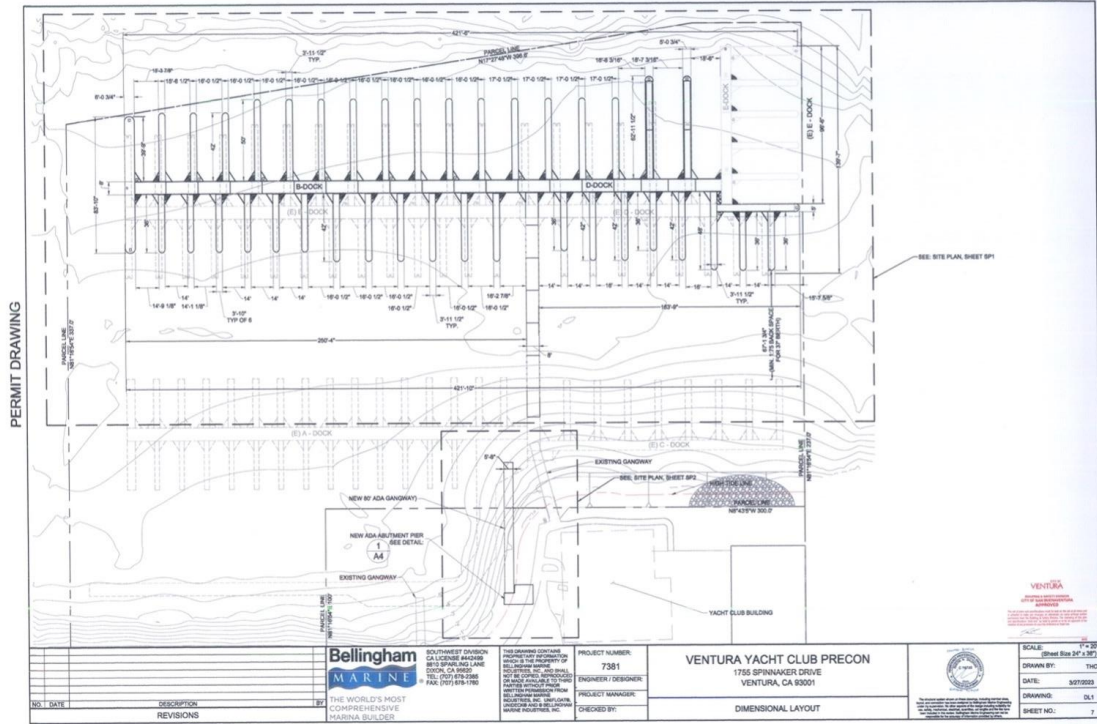


Unifloat® FRP Walers

Long Lasting. Modern Styling. FRP for Improved Marina Life.



Specifically designed for the Unifloat dock system, FRP walers from Bellingham Marine have a predicted 75+ year service life.



VENTURA PORT DISTRICT

Board of Port Commissioners

On May 4, 2022, Ventura Yacht Club briefed the Board of Port Commissioners on the proposed project and the permitting process began with the Port as the Lead Agency.

Can you say

CEQA

CALIFORNIA ENVIRONMENTAL QUALITY ACT

**VENTURA
YACHT CLUB**



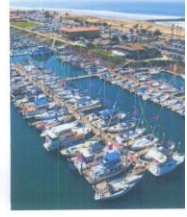
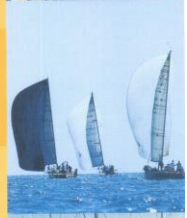
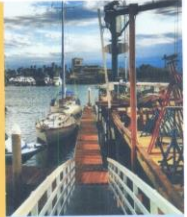
Ventura Port District

Ventura Yacht Club
Dock Replacement Project
Initial Study / Mitigated Negative Declaration

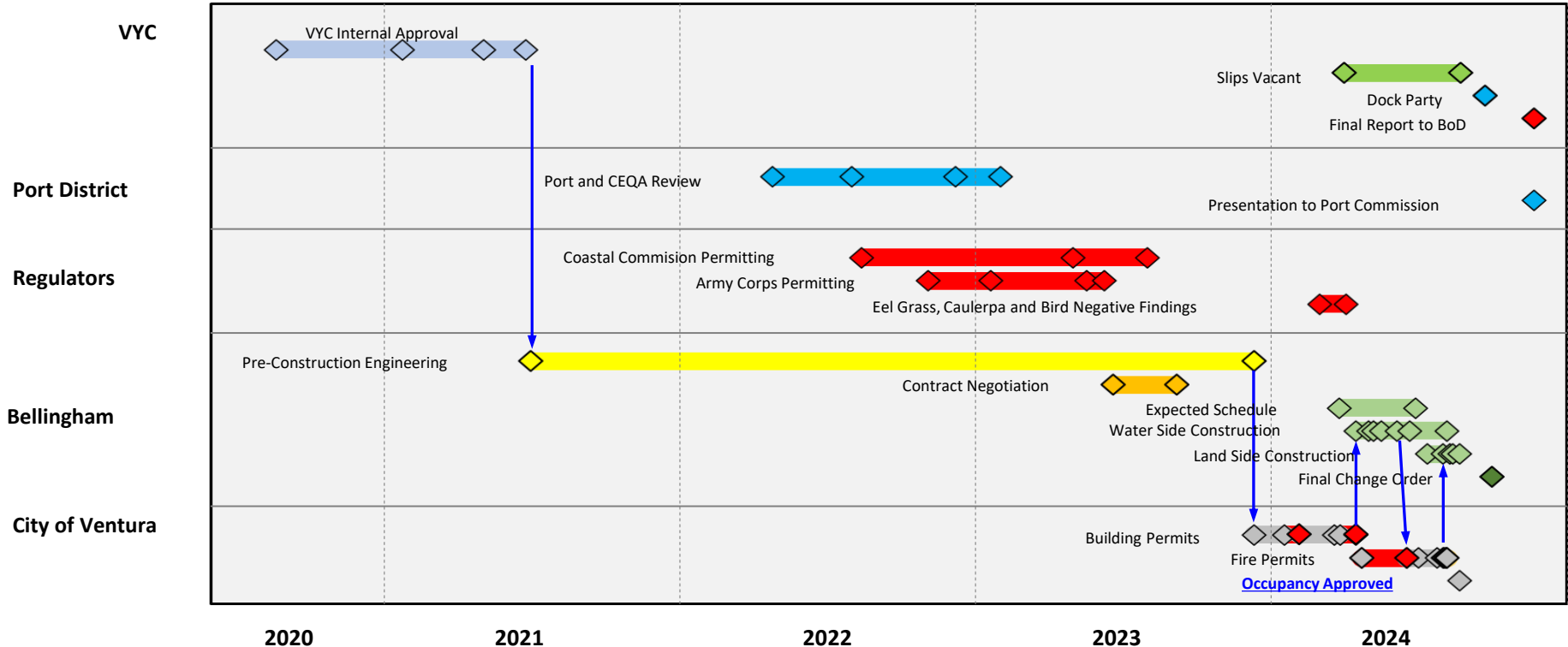
Prepared by:
**IMPACT
SCIENCES**
811 W. 7th Street, Suite 200
Los Angeles, CA 90017

Prepared for:
Ventura Port District
1603 Anchors Way Drive
Ventura, CA 93001

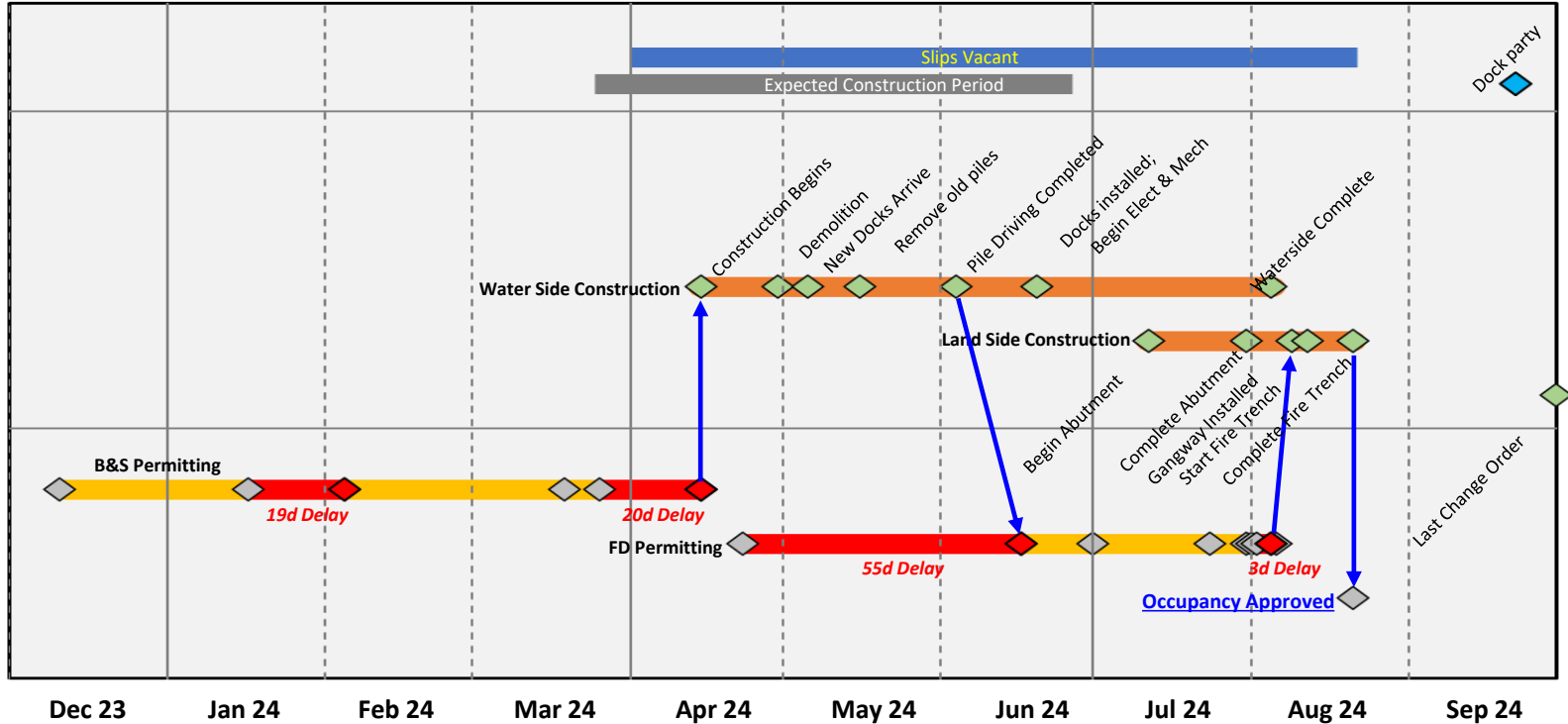
December 2022



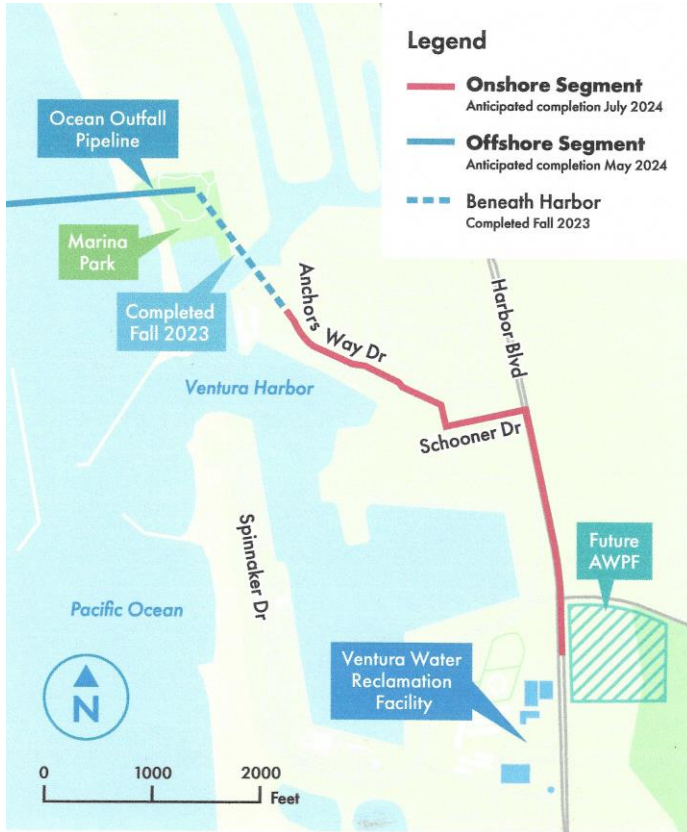
VYC Dock Replacement Project Timeline



VYC Dock Construction Timeline



HARBOR CONGESTION



DEMOLITION BEGINS



NEW DOCKS



PILE DRIVER WORK



54 Piles pulled
Straight up and
out without
difficulty

14 Piles water jetted
in to place with only one
pile needing a little extra
help. Total pile driving
time on project was less
than one minute.



ABUTMENT



ADA GANGWAY



A HAPPY RETURN HOME

**VENTURA
YACHT CLUB** 



ELECTRICAL ISSUES

GFI

Multi Year improvements
require a good amount of
planning and an
understanding of GFI circuitry.

Electrical Codes have
changed requiring
increased SCE service



SERVICE LIFE

**VENTURA
YACHT CLUB** 

**ENVIRONMENTALLY
SOUND SIXTY YEAR
SERVICE LIFE**



VYC FUTURE



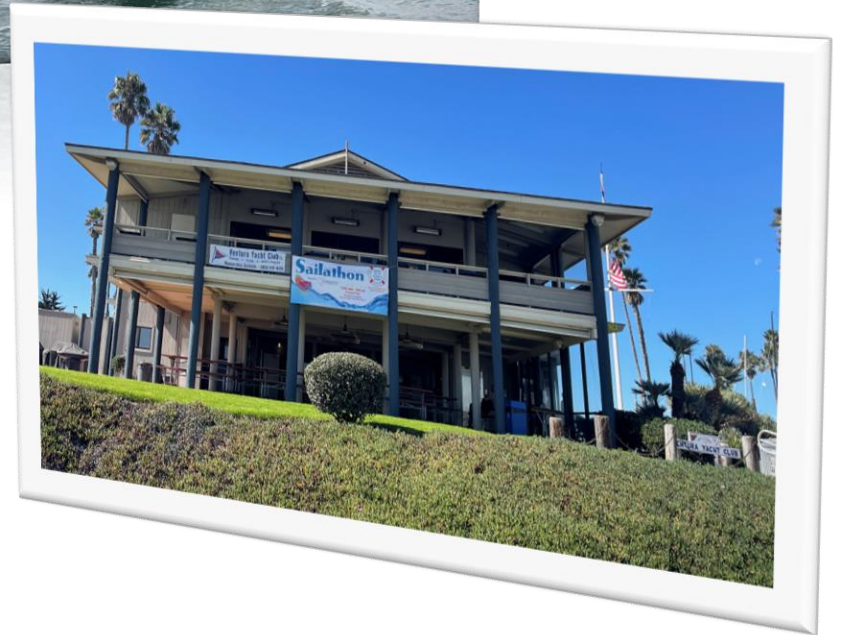
SERVICE TO THE VENTURA HARBOR COMMUNITY



TOGETHER

**VENTURA PORT DISTRICT
AND
VENTURA YACHT CLUB**

*WORKING TOGETHER FOR A
BETTER HARBOR*



PUBLIC COMMUNICATION STANDARD ITEM 1

00 : 03 : 00

VENTURA YACHT CLUB DOCK REPLACEMENT PROJECT
PRESENTATION

RECOMMENDATION:

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

STANDARD
AGENDA
ITEM
1

Report by:
David Boatner

VENTURA WEST MARINA REDEVELOPMENT PROJECT

PARCEL 17

RECOMMENDATION:

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.

STANDARD AGENDA ITEM 2

Report by:

Brian D. Pendleton, General Manager
Ventura West Marina Team



VENTURA WEST MARINA REDEVELOPMENT

MODERNIZING VENTURA HARBOR FOR TODAY'S
BOATERS AND TOMORROW'S COMMUNITY



OUR TEAM AND CONSULTANTS



BEAUCHAMP LESLIE
DEVELOPMENT & MANAGEMENT

Dick Beauchamp - President

Eric Leslie - CEO

Natasha Delamere - COO

Justin Papa - VP of Development



CURRENT CONDITIONS AND NEED FOR REDEVELOPMENT



AGING INFRASTRUCTURE

Outdated and declining dock systems



LIMITED PUBLIC ACCESS POINTS

Need for greater public access to benefit our community



OUTDATED FACILITIES

Increased demand for modernized slips and facilities



LIMITED ADA ACCESS

Focus on needed ADA implementations for functionality and inclusivity

MODERNIZATION IS ESSENTIAL TO KEEP VENTURA WEST COMPETITIVE, ATTRACT BOATERS AND MEET THE EVOLVING NEEDS OF THE COMMUNITY.

PROJECT VISION:

A MODERNIZED MARINA FOR
THE FUTURE

KEY DESIGN GOALS:

- Upgrade infrastructure for modern use
- Create dedicated public access areas for water taxis, paddleboard, and kayak launches
- Expand ADA-compliant access across all facilities

LONG TERM VISION:

Build a sustainable, resilient, and community-friendly marina that serves both the local community and visiting boaters.



ENHANCED PUBLIC ACCESS AND AMENITIES



WATER TAXI ZONE:

Dedicated area for easy access to water taxi services



PADDLEBOARD AND KAYAK LAUNCH:

Publicly accessible area for paddle sports



ADA ACCESSIBILITY:

Entire marina designed to enhance accessibility



PUMP-OUT FACILITIES:

In-slip pump-out system for larger slips and (potentially) a large public pump-out location





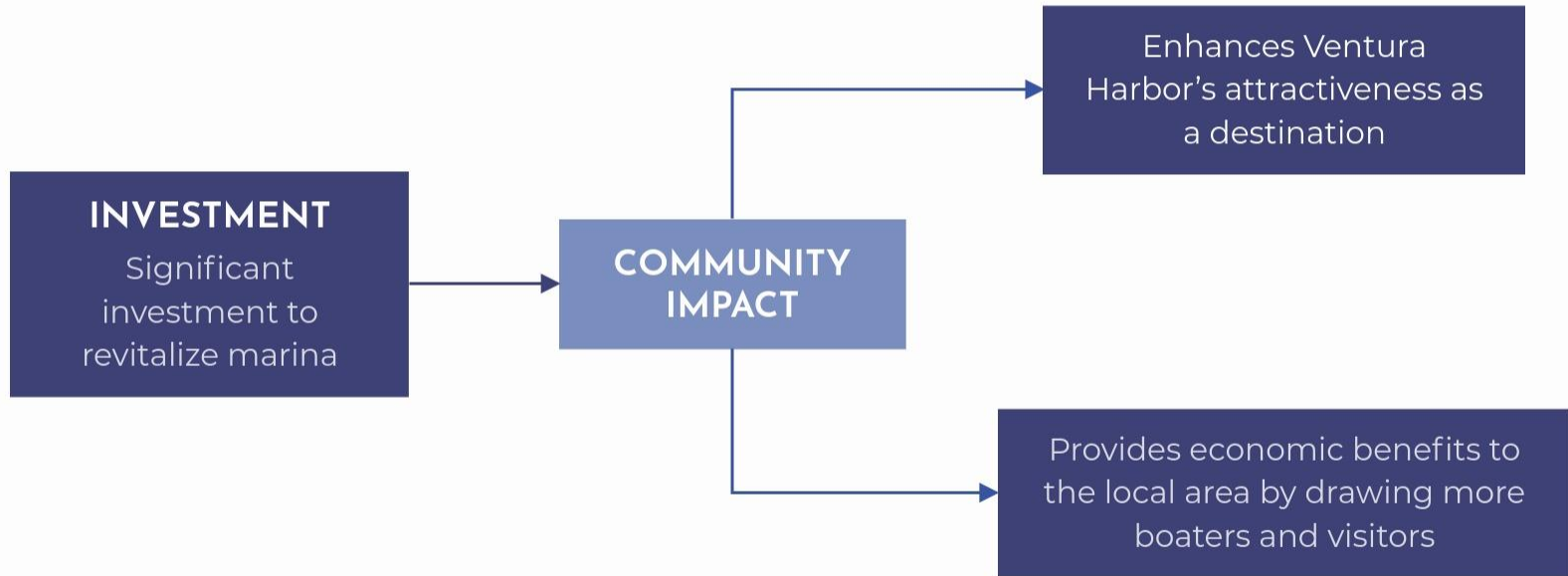
MARKET JUSTIFICATION FOR SLIP MIX

Ranging slip sizes to meet current and future demand, emphasizing focus on accommodating small and large vessels

Market research shows demand for various slip sizes, especially as modern, larger boats become more popular



INVESTMENT IN VENTURA HARBOR'S FUTURE



SLIP LAYOUT AND ADA ACCESSIBILITY

SLIP LAYOUT FEATURES:

Updated slip sizes to accommodate a variety of modern boats

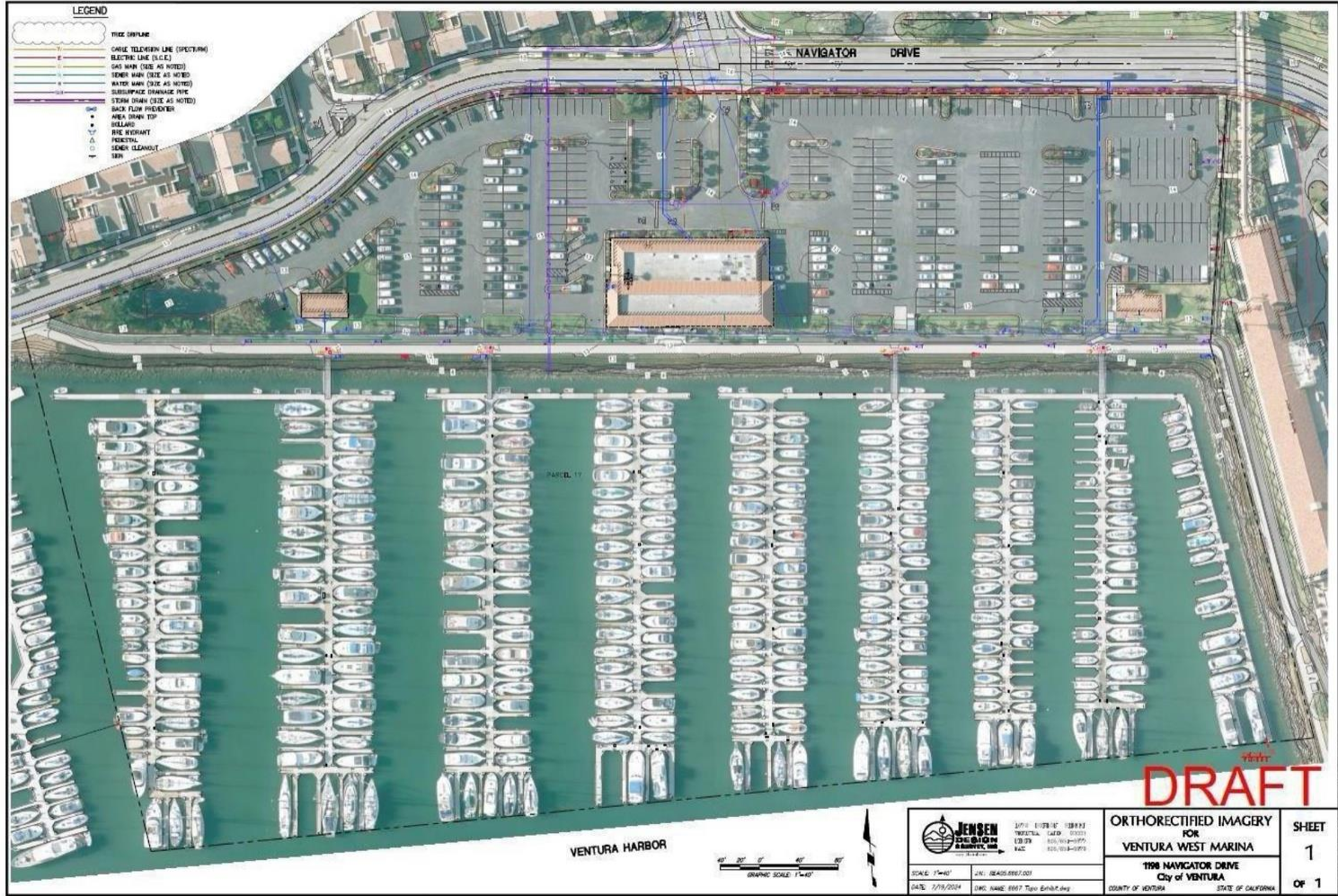
ACCESSIBILITY:

Entire marina will be ADA-compliant, providing ease of access for all users

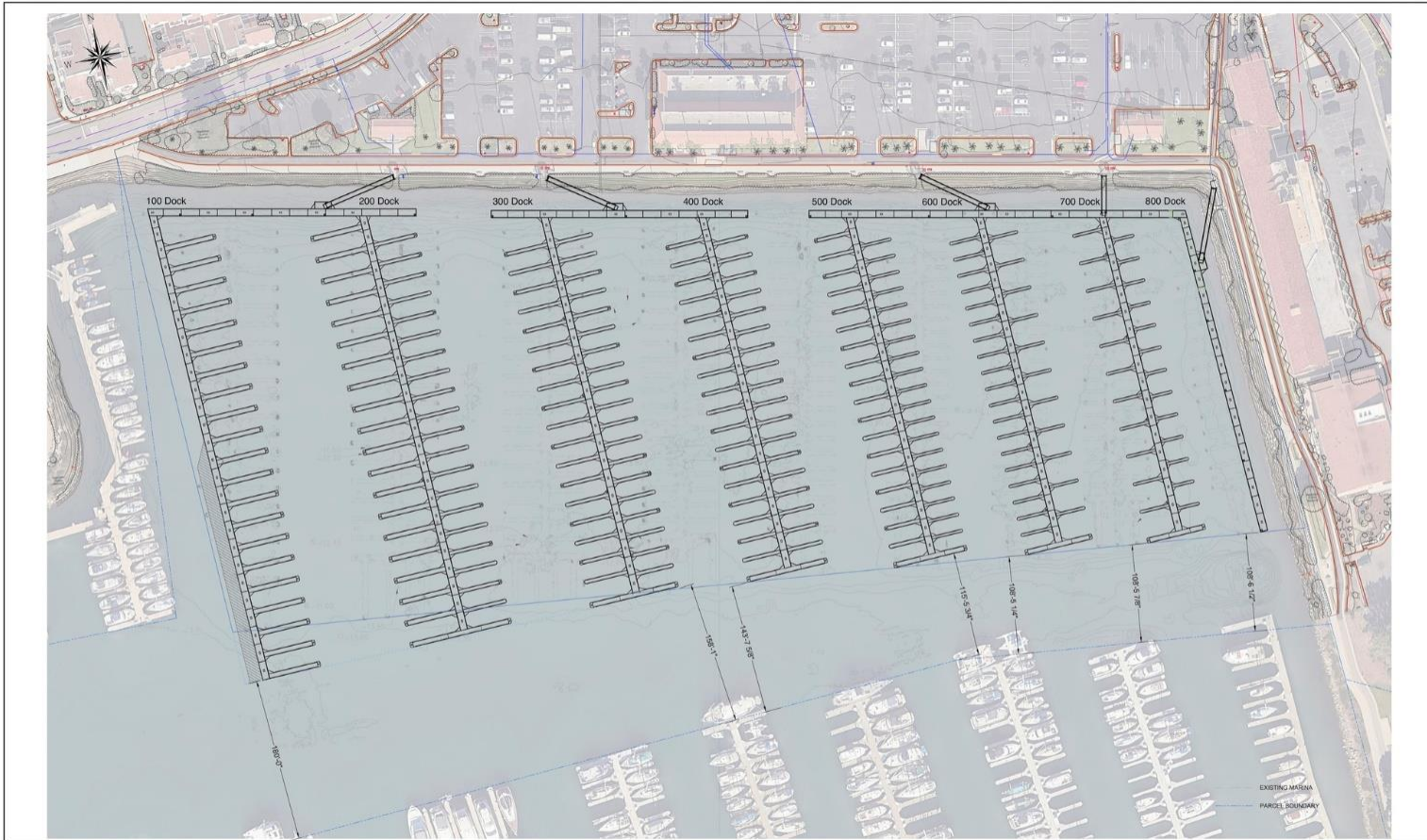
THE NEW LAYOUT IS DESIGNED TO MAXIMIZE BOTH FUNCTIONALITY AND INCLUSIVITY, MEETING ADA REQUIREMENTS ACROSS ALL AREAS.



EXISTING VENTURA WEST MARINA LAYOUT



PROPOSED VENTURA WEST MARINA LAYOUT



NO.	DATE	DESCRIPTION	BY

Bellingham
MARINE

THE WORLD'S MOST
COMPREHENSIVE
MARINA BUILDER

SOUTHWEST DIVISION
CA LICENSE #442499
5810 SPARKLING LANE
DIXON, CA 95520
TEL: (707) 876-2985
FAX: (707) 976-1780

THIS DRAWING CONTAINS
PROPRIETARY INFORMATION
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WRITTEN PERMISSION FROM
BELLINGHAM MARINE
INDUSTRIES, INC. UNLAWFUL
REPRODUCTION OF BELLINGHAM
MARINE INDUSTRIES, INC.

PROJECT NUMBER:
-
ENGINEER / DESIGNER:
-
PROJECT MANAGER:
-
CHECKED BY:

VENTURA WEST MARINA

GENERAL ARRANGEMENT

BEAUCHAMP LESLIE
DEVELOPMENT AND MANAGEMENT

SCALE: NTS
(Sheet Size 22" x 34")
DRAWN BY: IN
DATE: 11/06/24
DRAWING: VWM-10-2
SHEET NO.: -

SLIP MIX CHART: EXISTING VS PROPOSED

	Slip	Existing		Proposed	
	Size	Slip Quantity	Linear Feet	Slip Quantity	Linear Feet
Side Ties	15	0	0	54	810
	21	0	0	26	546
Single Slips	25	121	3025	28	700
	33	97	3201	48	1584
	35	48	1680	42	1470
	40	47	1880	46	1840
	43	0	0	40	1720
	45	43	1935	0	0
	49	0	0	41	2009
	52	23	1196	0	0
	58	0	0	41	2378
	60	8	480	0	0
End Ties	25	0	0	1	25
	33	0	0	2	66
	35	0	0	2	70
	40	0	0	2	80
	43	0	0	2	86
	49	0	0	2	98
	58	0	0	1	58
	66	0	0	1	66
		387	13,397	379	13,606
		Average Slip Size: 34.62		Average Slip Size: 35.90	

DISTRIBUTION OF SLIP SIZES: EXISTING VS PROPOSED

Slip	Existing		Proposed	
Size	Ventura West Marina Totals		Ventura West Marina Totals	
Total Small Slips (≤ 36 ft)	266	68.7%	203	53.6%
Total Large Slips (> 36 ft)	121	31.3%	176	46.4%
	387	100%	379	100%



SUSTAINABLE AND RESILIENT DOCK CONSTRUCTION



MATERIALS

Modernized Building Materials

- Sustainable
- Durable
- Low maintenance



RESILIENCE

Designed to withstand:

- Sea level rise
- High surf
- Storm surge
- Potential tsunamis



ENVIRONMENTAL

Supports eco-friendly boating

- In-slip pump-outs
- Potential electric boat charging with planned infrastructure
- Energy efficient finishes

THE SELECTED MATERIALS ARE NOT ONLY SUSTAINABLE BUT ALSO ROBUST ENOUGH TO HANDLE THE ENVIRONMENTAL CHALLENGES SPECIFIC TO VENTURA HARBOR

WATERSIDE
VISUALIZATIONS



BUILDING A SUSTAINABLE FUTURE FOR VENTURA HARBOR



VENTURA WEST MARINA'S REDEVELOPMENT IS A CRUCIAL STEP TOWARD BUILDING A SUSTAINABLE, RESILIENT, AND COMMUNITY-FOCUSED HARBOR FOR THE FUTURE.

PUBLIC COMMUNICATION STANDARD ITEM 2

00 : 03 : 00

Change Clock Type

Digital

Duration:

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03

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TimeUp Reminder (Optional):

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Choose Sound Effect

None

Choose TimeUp Sound

None

VENTURA WEST MARINA REDEVELOPMENT PROJECT

PARCEL 17

RECOMMENDATION:

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STANDARD AGENDA ITEM 2

Report by:
Brian D. Pendleton, General Manager
Ventura West Marina Team

**ADOPTION OF RESOLUTION NO. 3513 APPROVING THE
FINANCIAL STATEMENTS AND CHECKS FOR JULY
THROUGH SEPTEMBER 2024**

RECOMMENDATION:

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.

**STANDARD
AGENDA
ITEM
3**

**Report by:
Gloria Adkins, Accounting Manager**

PUBLIC COMMUNICATION STANDARD ITEM 3

00 : 03 : 00

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Digital

Duration:

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TimeUp Reminder (Optional):

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Choose Sound Effect

None

Choose TimeUp Sound

None

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**STANDARD
AGENDA
ITEM
3**

**Report by:
Gloria Adkins, Accounting Manager**

**VENTURA PORT DISTRICT 5-YEAR OBJECTIVES ANNUAL
ACCOMPLISHMENTS AND QUARTERLY UPDATE**

RECOMMENDATION:

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.

**STANDARD
AGENDA
ITEM
4**

**Report by:
Brian D. Pendleton, General Manager**



**VENTURA
PORT DISTRICT**

Established 1952

ANNUAL REPORT ON Strategies to the 5-Year Objectives

FY23-24 ACCOMPLISHMENTS

Board of Commissioners Meeting

November 20, 2024

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.

2022-2027 5-Year Objectives

- D) Ensure **dredging** occurs annually at the federal Harbor entrance and as needed in the inner Harbor.
- 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.
- F) Support current and future commercial **fishing** and sustainable aquaculture industries. Maintain and improve working waterfront facilities and infrastructure.
- M) Collaborate with **Master Tenants** and National Park Service to plan, improve, and develop the Harbor in a financially and environmentally sustainable way.
- N) Maintain and grow Channel Islands **National Park Service** (NPS) presence and customer visitation to the Harbor.
- P) Implement **parking management**, traffic circulation, and multi-modal transportation strategies.
- R) Seek opportunities to grow **revenues** and secure grants; continue to improve the quality, efficiency, and transparency of financial reporting, monitoring, and property management.
- V) Maintain and improve Harbor **Village** facilities, infrastructure, and amenities.

D: Ensure dredging occurs annually at the federal Harbor entrance and as needed in the inner Harbor.

STRATEGY How will it be achieved	ACTION Actions to be undertaken	MILESTONE Action timeline	ACHIEVEMENTS Progress Report
<p>1. Support and advocate for congressional funding to the Army Corps of Engineers in support of the Harbor's annual dredging program</p>	<p>CMANC and/or WEDA Meeting attendance</p>	<p>3-4 times per year</p>	<p>Senior Business Operations Manager (SBOM) attended all four CMANC meetings, including Officers trip to DC.</p>
	<p>USACE District, Division & HQ meetings and communication</p>	<p>As needed or 2 times per year</p>	<p>Ongoing communication with USACE LA District, South Pacific Division, and Headquarters throughout the year, including hosting LA District Commander & staff at Ventura Harbor.</p>
	<p>Engagement of Lobbyist to provide representation with the Federal Government and Congress</p>	<p>Monthly</p>	<p>Monthly reports from Carpi & Clay.</p>
	<p>Advocating for full funding of VPD entrance channel in President's Budget</p>	<p>Q1 2023 and annually</p>	<p>Ventura included in President's budget for FY24 for \$8.796M. Letters of support of the request sent by Congressman Carbajal, Senator Butler, Senator Padilla.</p>
<p>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</p>	<p>Continued Board Role at CMANC</p>	<p>Current Three-Year Term through 2022</p>	<p>SBOM elected as Director and then Chair. Served as Chair of CMANC for FY23-24 and re-elected as Chair for FY24-25.</p>
	<p>Committee lead and/or Executive Board role at CMANC</p>	<p>By next Board Election Q4 2022</p>	<p>SBOM Chair of CMANC effective July 1, 2023, through June 30, 2025. New bylaws prepared.</p>
<p>3. Ventura Port District Dredging</p>	<p>Prepare, submit and receive new permits for inner Harbor Dredging (unrestricted by Santa Clara river conditions)</p>	<p>Q1 2022 to Q2 2023</p>	<p>Task completed: Water Board permit received. Coastal Commission permit amendment received. USACE permit received.</p>

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.

STRATEGY How will it be achieved	ACTION Actions to be undertaken	MILESTONE Action timeline	ACHIEVEMENTS Progress Report
<p>1. Collaborate with business partners and stakeholders through increased engagement, communication, and participation.</p>	Village tenant meetings	Quarterly	Monthly Tenant Newsletters (11) / Village Tenant Virtual Meet Up (3) / Village Tenant Annual Input Survey Completed
	Celebrate DEI through recognition of dates and events of cultural significance	Annual Visitation Plan for Ventura Harbor Village Q2 2023	Celebrated 10 Cultural and heritage recognition events or holidays
	Refresh the Ventura Harbor Village.com website to include dynamic features, the Channel Islands, digital map, and reformatted calendar of events	Q2 2023	Weekly updates to website content. Moved refresh of software to 2025.
	Harbor tenant education and advocacy re: implementation of sustainability practices e.g. CA Green Business Network, Surfrider Foundation Ocean Friendly Restaurants program		Cross promotion of beach clean ups, encouraged Earth Day promotion involvement, sustainable agriculture collaboration with SEEAG (Village tenant), partnership with Surfrider Foundation for public education & engagement at select Village events.
<p>2. Collaborate with City, regional, state, and federal agency officials in pursuit of mutually beneficial projects, programs</p>	Collaborate with City, tenants, and stakeholders on updates to Local Coastal Program and General Plan	City organized meetings through Q4 2023	Ventura City Council endorsed draft land use designation map that includes Harbor zoning updates as requested by the District.
	Collaborate with other harbors and special districts on best management practices, legislative impacts and funding opportunities	Monthly	Port of Hueneme and District successfully partnered to win a \$15.7M grant to modernize the Commercial Fishing site w/VPD as subrecipient. GM participated in CSDA's local chapter (VCSDA) as Executive Committee Member and Treasurer. DGM & HM maintains various memberships w/Harbormaster, beach and marina associations. HM has worked with the PoH in regional security groups. HM worked to assist other Harbors including Santa Cruz & Pillar Point Harbor on operations.
	Collaboration between Port District and law enforcement and emergency services	Ongoing	HM participates in USCG Search and Rescue Meetings, DHS Homeland Security Meetings, and provided Ocean Rescue training for City & County Fire Personnel. Harbor Patrol staff has provided in excess of 100 hours of specialized training in Ocean Rescue. Harbor Patrol has worked with VPD to address vagrant & camper Issues. HM continues to improve the Harbors self reliance and preparedness and started training staff on ICS/Emergency Operations.
	Port Commission updates to Ventura City Council	Bi-Annual	City Council presentation by Chair, Vice-Chair, GM, SBOM on Feb 27, 2024.

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.

STRATEGY How will it be achieved	ACTION Actions to be undertaken	MILESTONE Action timeline	ACHIEVEMENTS Progress Report
3. Public and Civic Engagement Planning	Public Workshop every two years	Q3-Q4 2024	Public Workshop completed on Saturday, September 14, 2024. PCEP updated and approved by Board in December 2023.
	Mid-term Objective evaluation	Q3-Q4 2024	No action this year.
4. Updates to District policies to reflect improved transparency and DEI	Identification and utilization of multi-channel outreach for staff recruitment, solicitation of tenant businesses and contracts	Q3 2022 to Q2 2023	<p>Staff pursued a variety of channels for tenant recruitments without success (most recruitments this year were via people seeing “for lease” signs). Staff will pivot to working with consultants and enhanced promotion in coming fiscal year.</p> <p>Several recruitments successfully performed. Staff utilized a number of different methods of outreach to advertise job openings (VC Star in paper and online + MaxRecruit, Careerbuilder, Social Media, LinkedIn, Facebook, Cal Travel Association, Destination Marketing Association of the West, California Special Districts Association, GovJobs).</p>
	Annual review and updates to HR Manual, Board Protocols Manual, Public and Civic Engagement Plan, and other District policies.	Q3-Q4 and annually	Annual review of HR Manual complete and update approved by Board on June 19, 2024. PCEP, Reimbursement, Investment, and Reserve Policies updated Dec 2023.

F: Support current and future commercial fishing and sustainable aquaculture industries. Maintain and improve working waterfront facilities and infrastructure			
STRATEGY How will it be achieved	ACTION Actions to be undertaken	MILESTONE Action timeline	ACHIEVEMENTS Progress Report
1. Engage with commercial fishing and sustainable aquaculture interests in Ventura Harbor	Regular engagement with commercial fishing business owners and key industry representatives	Seasonally	
	Engagement with sustainable aquaculture industry interests at Ventura Harbor	As received	Ocean Rainforest presented their proposed project at the March 20 th , 2024, Board meeting where the Commission supported their submission of a macro-algae farm application proximate to Ventura Harbor to USACE for consideration. Staff had meeting with Environmental Defense Fund in July to discuss best practices.
	Monitor legislative and regulatory changes potentially impacting commercial fishing and sustainable aquaculture	Monthly	Throughout the year, staff followed new legislation for impacts, including CARB, MPA, and 30x30. HM continued to be active in the Joint Oil/Fisheries Liason Office out of Santa Barbara. This group passes on important information on projects, issues, or changes for the commercial fisheries.
2. Continue improvements of District's Working Waterfront infrastructure	Maintain existing harbor infrastructure and related amenities to continue to meet commercial fishing needs	Q2 Annual Budget & 5-Year CIP	New breakers installed in several marina pedestals to correct defect causing early failure. Del Mar and District Staff completed installation of 3-ton ice production unit. System can produce 3 tons on flaked ice on demand. Hours of operation, pricing and distribution still being finalized. Administered by Del Mar staff.
	Master planning for growth of commercial fishing and sustainable aquaculture capital improvements	Q1/Q2 2023	Staff will schedule meeting with fishing business owners in conjunction with Port of Hueneme. Port of Hueneme to take the lead since it is their tenants being most directly affected by relocation.
	Identify and pursue grant/funding opportunities to implement capital infrastructure needs for commercial fishing and sustainable aquaculture	Q2 2023 and on-going	District collaborated with Port of Hueneme in successful \$15.7M grant application to masterplan and construct commercial fisheries complex at Ventura Harbor. Grant item taken to both agencies' Board of Commissioners for approval.
3. Continue to pursue opportunities for diversifying commercial fishing and sustainable aquaculture	Support and endorse NOAA sustainable aquaculture initiatives in the Santa Barbara Channel	Q2/Q3 2023	GM facilitated aquaculture firm presentations to Chamber of Commerce and VPD Boards in January & March 2024. Awaiting next public steps in NOAA's California AOA Process for one or more Aquaculture Opportunity Area(s) in Southern California. Draft Programmatic Environmental Impact Statement (PEIS) likely to be released in Fall '24.
	Knowledge, experience, and technology transfer with aquaculture industry and stakeholders	Ongoing Resource	Maintain resource library on District's website for stakeholders.

M: Collaborate with Master Tenants and National Park Service to plan, improve, and develop the Harbor in a financially and environmentally sustainable way.

STRATEGY How will it be achieved	ACTION Actions to be undertaken	MILESTONE Action timeline	ACHIEVEMENTS Progress Report
1. Engagement and support of Master Tenants for successful business operations at the Harbor	Work with Master Tenants to help facilitate sustainable capital improvement projects	Tenant specific	The Derecktor masterplan was approved by the City in FY23-24 (Q3-Q4). The Board approved agreements with Marina West Lessee TBBW and Aldersgate for Parcel 17 in FY23-24 (Q3). Ventura Yacht Club dock replacement project was nearly complete by FY23-24 (Q4). Staff also working with Safe Harbor for VH Marine Fuel tank replacement.
	Coordination with Portside on commercial tenant leasing	Q1 2022 to Q4 2023	GM conducts biweekly meetings with Portside master lessee. This has led to the planning and installation of new North Harbor wayfinding signage by the District. The District worked with City Planning to obtain approval for the installation of a new North Harbor monument sign at Harbor Blvd. and Schooner Drive. DRC & Director's Hearing anticipated in next quarter. Construction planned for FY24-25.
	Strategic planning meetings between master tenants and District staff	Q2 of each year	Ventura City Council endorsed draft land use designation map that includes Harbor zoning updates as requested by the District. Staff worked with Community Development Director to implement zoning updates in Harbor (GP & LCP), including participation in City Council meetings. GM letter to City Council on September 22 nd re: support for proposed land use changes. Chair provided public testimony at September 25 th City Council meeting.
2. Evaluate opportunities for Parcel Development	Evaluate master planning opportunities in conjunction with current and future leasehold development	Annually	Staff and tenant negotiated, then Board approved agreements with Marina West Lessee TBBW and Aldersgate for Parcel 17 in FY23-24 (Q3). Project(s) planning is underway.
	Master planning for Parcel 5 development	Commencing Q2 2023	RRM Design Group completed first draft preliminary design process and presented to Board in December 2023. Plan being updated and planning grant applied for in June. Presentation of second design to Board planned July 17 prior to City submission.
3. Implement sustainability technologies at the Harbor	Explore renewable energy, energy storage applications Harbor-wide e.g. solar power, EV charging stations, hybrid and electric vehicles	Q2 2023 and forward	4 EV chargers installed at VPD HQ. 21 additional chargers at VHV anticipated for the fall (SCE controls schedule). 4 EV vehicles purchased and delivered in 2023.
3. VenturaWaterPure	Continue commitment to help minimize impacts and disruptions caused by the VenturaWaterPure project through ongoing work with City, master tenants, and stakeholders	Q3 2022 to Q3 2024	City and District negotiated and entered into easement agreements at Aug 31 Special Board meeting. City of Ventura VenturaWaterPure (VWP) project was ongoing throughout FY23-24. District staff worked closely with City to minimize impacts to Harbor tenants during construction.

N: Maintain and grow Channel Islands National Park Service (NPS) presence and customer visitation to the Harbor.

STRATEGY How will it be achieved	ACTION Actions to be undertaken	MILESTONE Action timeline	ACHIEVEMENTS Progress Report
1. Work with NPS and harbor visitors regarding enhancement of visitor experience.	Collaborate with City, CA Coastal Commission, and stakeholders including NPS to prepare a master plan integrating Parcel 8 into the visitor experience at the Harbor and Visitor's Center	Q2 2027	No action in FY23-24.
	Work with NPS and ferry operator on cross-promotional activities to increase attraction of visitors to the Harbor	Q2 2023 to Q2 2024	Consistent cross promotion of whale watching, island visitation, and National Park Visitor Center programming and special events throughout FY23-24. Marketing Department co-hosted booth promoting CINP during X-Games.
	Work with NPS to provide/upgrade visitor educational signage along pedestrian areas	Q3-Q4 2023	No action in FY23-24.
2. Coordinate with NPS Superintendent to evaluate long-term goals and improvement needs for the Channel Islands National Park Visitor Center	Collaborate with NPS Superintendent to identify mutual long-term goals and options at Ventura Harbor for NPS operations, NPS visitor center, and ferry terminal	Ongoing	No action in FY23-24. Harbormaster works with NPS staff on a weekly basis to coordinate the loading and unloading of critical supplies to island by way of the landing craft and the use of the launch ramp. Additional relations have included the use of the dirt lot for temporary storage of Chumash trailer and equipment.
	Investigate synergies for collaborative improvement of NPS Visitor Center experience	Q3 2023	District updated and installed wayfinding signs along Spinnaker Drive in FY22-23 (Q4). No additional action FY23-24.
3. Coordinate with National & California State Parks, and City to develop destination-based ecotourism offerings	Continue collaboration with National & State Parks officials regarding multiple opportunities for enhancing the visitor destination in and around Ventura Harbor	Q2 2024	Met with Island Packers on multiple occasions to discuss possible opportunities for ferry users. Discussed view corridor limitations with Coastal Commission staff. Marketing Department co-hosted booth promoting CINP during X-Games.
	Explore potential enhancements of Ventura Harbor Ecological Reserve with City (owner)	Q3 2023	No action in FY23-24.

P: Implement parking management, traffic circulation, and multi-modal transportation strategies.

STRATEGY How will it be achieved	ACTION Actions to be undertaken	MILESTONE Action timeline	ACHIEVEMENTS Progress Report
1. Work with City to improve access between the City and Harbor	Work with City Active Transportation Plan Working Group to promote emphasis on improving active transportation access to the Harbor.	Q1-Q4 2022 through City Plan	Board and staff regularly advocated for City Public Works investment in City streets within District. Restoration of Anchors Way Dr. improved bicycle lanes, at request of District. Navigator repaving (Q1 2025) includes improvements to bicycle lanes. Partial repaving of Spinnaker Dr. by City but did not alter bicycle lanes.
	Advocate to the City to repave Spinnaker and Navigator Drive.	Q3-Q4 2022 and ongoing	Anchors Way Drive b/t Schooner Dr. and Beachmont repaved by VenturaWaterPure project. Navigator Dr. and Anchors Way Dr. b/t Navigator Dr. and Schooner Dr. added to City 5-Year CIP with planned repaving for FY24-25 (Q2-Q3). Board and staff continue to advocate for City Public Works Dept. investment in Spinnaker Dr.
	Coordinate with City on planning for active transportation network improvements	Q4 2023	Worked with City's Transportation department regarding pursuit of Sustainable Transportation Grant. In Aug, Caltrans announced grant was unsuccessful. Staff contemplating Coastal Conservancy grant instead. Board and staff continue to advocate for active transportation improvements to City streets within District.
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	Work with City, Ventura County Transportation Commission, and regional transportation services for expanding public transit options to Harbor.	Q4 2023	Gold Coast Transit presented to Board and staff distributed transportation info. re: "Late Night Safe Rides" program to tenants. HM coordinated 3 rd year of Summer Beach Bus including being able to add the City of Thousand Oaks. Each including social media cross advertising to increase the use and value of the service.
	Advocate to the City to improve bicycle, pedestrian access, and safety along and crossing Spinnaker Drive.	Q3-Q4 2022 and ongoing	Restoration of Anchors Way Dr. at conclusion of VWP improved bicycle lanes, at request of District. Navigator repaving (Q1 2025) will include improvements to bicycle lanes.
	Collaborate with master tenants to develop an intra-Harbor pilot program for transportation services e.g. water-taxi and/or shuttle	Q3 2023 to Q3 2024	No action this quarter.
3. Pursue and implement parking management solutions to increase vehicle circulation	Obtain necessary agreements and permits to implement managed parking at Harbor Village	Q3 2022 to Q3 2023	Coastal Development Permit application with City and Coastal Commission (CC) submitted and City permit approved at City Director's Hearing. Currently responding to CC requests for fall consideration.
	Identify & budget for Capital Improvements to improve parking & circulation at Harbor Village	Q3 2022 to Q2 2023	Initial cost and revenue estimate developed with 2022 draft Plan and has since been revised as part of FY24-25 budget process. Final revenue & costs will not be known until solicitation and implementation complete in early 2025.

R: Seek opportunities to grow revenues and secure grants; continue to improve the quality, efficiency, and transparency of financial reporting, monitoring, and property management.

STRATEGY How will it be achieved	ACTION Actions to be undertaken	MILESTONE Action timeline	ACHIEVEMENTS Progress Report
1. Utilize grant funding opportunities for sustainable Harbor infrastructure	Work with SCE, CALeVIP, SLC, and City to complete installation of 21 EV charging stations in Harbor Village per CIP.	Q1 2023	Charger procurement complete. SCE to install 21 chargers in Village in fall of 2024.
	Complete installation of 4 EV charging stations at District office for company vehicles per CIP.	Q2 2023	Installation complete.
	Complete procurement of hybrid Harbor Patrol vehicle utilizing SLC grant funds per CIP.	Q3-Q4 2023	Procurement and delivery complete. HM established a contract with the County Fleet Services for repairs and upfitting of vehicles, which will be used for EV.
	Complete procurement of EV or hybrid Maintenance & Dockmaster vehicles using SLC grant funds per CIP.	2023 and 2024	Three vehicles procured and delivered.
2. Seek additional grant funding for improving/replacing District capital assets.	Establish mechanisms to receive transportation funding from the State and/or Federal governments with emphasis on active transportation.	Q4 2023	Staff continue to contemplate Coastal Conservancy grant for active/sustainable transportation possibly with City partnership. Board and staff continue to advocate for City Public Works investment in City streets within District. HM was able to coordinate receiving a vessel from CA State Parks at no cost to District.
	Identify and apply for grants that align with Board-approved 5-year CIP.	Q2 2022 Ongoing	District collaborated with Port of Hueneme for \$16M grant for Commercial Fish Modernization Project. Grant application to NFWF Round 2 successful for improvements to beach bathrooms/showers and launch ramp bathrooms. Staff considering Coastal Conservancy grant for sustainable transportation & PIDP grant for fish pier.
3. Leasing/Property Management	Prepare, approve and implement Annual Leasing/Property Management Action Plan	Q2 2023 and Annually	Presented and board approved FY24-25 Leasing/Property management Action Plan in FY23-24 (Q4).
	Through active marketing, continue to attract a diverse array of businesses and business owners to Ventura Harbor with the goal of expanding the offerings to the public while creating value for the District.	Commencing 2022	Q3

R: Seek opportunities to grow revenues and secure grants; continue to improve the quality, efficiency, and transparency of financial reporting, monitoring, and property management.

STRATEGY How will it be achieved	ACTION Actions to be undertaken	MILESTONE Action timeline	ACHIEVEMENTS Progress Report
4. Update of Financial Management System	Roll out of new accounting and property management software.	Q4 2022	MRI roll out completed. Challenges with MRI resulted in staff bringing MRI specialist to Ventura to help troubleshoot software issues without suitable success. Staff began exploring new accounting and property management software options with intention to change by July 1, 2025.
	Creation and implementation of Tenant Portal to allow tenants to report sales and review lease documents.	Q1 2023	Tenant Portal has been rolled out to all restaurants, retail, and office Village tenants.
	Implementation of online payments for tenants.	Q1 2023	Throughout year, worked to increase tenant usage of Tenant Portal and aid tenants, as needed. As of 6/30/24, approximately 53 leases have successfully paid online and, if applicable reported sales.
5. Financial Reporting	Stakeholder budget workshops	Q2 and annually	A budget study session was held, and the preliminary and final budgets approved by the Board for FY24-25 in FY23-24 (Q4).
	Periodic reports to Board and public on financial position, audits, and budget.	Quarterly	Financial statements for Q3 of FY23-24 ending 3/31/24 was included in the May 15 Board meeting packet. The Auditors presented the completed financial audit for FY22-23 ending 6/30/23 to the Board during a public meeting on June 19, 2024.
	Annual review of District bonds, debt position, restructuring opportunities and CalPERS obligations.	Q2 and annually or as needed	Completed during the budget study session with the Board in FY23-24 Q4.

V: Maintain and improve Harbor Village facilities, infrastructure, and amenities.

STRATEGY How will it be achieved	ACTION Actions to be undertaken	MILESTONE Action timeline	ACHIEVEMENTS Progress Report
1. Ongoing investment in Harbor Village Infrastructure	Complete outstanding ADA improvements in Capital Improvement Plan	Q2 2023	ADA parking lot path of travel improvement to be completed. Grant funding awarded by NFWF for beach and launch ramp restroom areas, w/ADA access improvements; to be completed Q4 2024 (currently at City and Coastal Commission for planning approval).
	Evaluate new ADA improvement requirements for District properties and update Capital Improvement Plan to address.	Q4 2024	District identified and will remedy required ADA access improvement at parking lot for 1567 Spinnaker.
	Village Promenade/Trail physical upgrades, including sustainability enhancements	Q4 2024 onwards	Annual concrete leveling done to remove tripping hazards. Promenade bougainvillea cut lower for improved visibility for youths and people in wheelchairs. Sand removed from beach lot sidewalks after storm events.
	Complete infrastructure upgrades (elevators, roof replacements per CIP)	Q4 2024	1567 Building C Roof replacement completed. Remaining building roof improvements distributed over multiple years. Additional projects as per FY24-25 CIP
	Complete Village Tenant Signage, Awnings	Q4 2024	Ongoing progress for Village tenants with implementation of Master Sign Program, including development of take away menu guidelines. Several door-protecting awnings installed. VPD tenant exterior signage lighting project continues to enhance sign visibility at night.
	Evaluate opportunities for renewable energy/energy storage infrastructure for Village; implement drought tolerant landscaping and related irrigation systems.	Q3 2022 through Q4 2027	Landscape architect developed a Village-wide plant palette. New plan focuses on drought tolerant succulents and native plants with specific recommendations per planter type and location. Planter refreshes with new palette started. Planting of native species at Surfers Knoll beach planned in Dec.
	Implement WiFi in Harbor Village	Q2 2023	Atlantis Utilities retained to assist in identifying possible solutions to this challenging problem. Likely to pivot to mobile phone signal boosters for better data security.
2. Develop and implement an Annual Visitation Plan for Ventura Harbor Village.	Submit a proposed Visitation Plan in spring for Board, tenant and stakeholder input and feedback.	Q4 2024	Presented Visitation Plan to Board, Village tenants and stakeholder for input and feedback. Board approved FY24-25 Village Visitation Plan in FY23-24.
	Implement seasonal décor at Ventura Harbor Village and Spinnaker Drive	Annually	Coordination install of seasonal activations, decorations, and promenade photo ops throughout the year.



**VENTURA
PORT DISTRICT**

Established 1952

QUARTERLY UPDATE: Strategies to the 5-Year Objectives

Q1 of FY24-25

Board of Commissioners Meeting

November 20, 2024

D: Ensure dredging occurs annually at the federal Harbor entrance and as needed in the inner Harbor.

STRATEGY How will it be achieved	ACTION Actions to be undertaken	MILESTONE Action timeline	ACHIEVEMENTS Progress Report
1. Support and advocate for congressional funding to the Army Corps of Engineers in support of the Harbor's annual dredging program	CMANC and/or WEDA Meeting attendance	3-4 times per year	Deputy General Manager (DGM) attended CMANC Fall meeting & DC Officers Trip.
	USACE District, Division & HQ meetings and communication	As needed or 2 times per year	Ongoing communication USACE LA District, Division, and HQ regarding permitting conflicts between USACE and LA Regional Water Quality Control Board.
	Engagement of Lobbyist to provide representation with the Federal Government and Congress	Monthly	Monthly reports from Carpi & Clay.
	Advocating for full funding of VPD entrance channel in President's Budget	Q1 2023 and annually	Ventura included in President's budget for FY24 for \$8.796M. CMANC DC Officers trip was opportunity to advocate for FY25 funding w/USACE, representatives and President's Office of Management and Budget.
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	Continued Board Role at CMANC	Current Three-Year Term through 2022	DGM re-elected as Chair of CMANC for FY24-25. CMANC spring 2025 meeting will be in Ventura County.
	Committee lead and/or Executive Board role at CMANC	By next Board Election Q4 2022	DGM Chair of CMANC effective July 1, 2023, through June 30, 2025. New bylaws prepared for CMANC Board and presented at fall meeting.
3. Ventura Port District Dredging	Prepare, submit and receive new permits for inner Harbor Dredging (unrestricted by Santa Clara river conditions)	Q1 2022 to Q2 2023	No further actions required.

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.

STRATEGY How will it be achieved	ACTION Actions to be undertaken	MILESTONE Action timeline	ACHIEVEMENTS Progress Report
<p>1. Collaborate with business partners and stakeholders through increased engagement, communication, and participation.</p>	Village tenant meetings	Quarterly	Sent Summer & September Tenant Newsletters / Tenants invited to Public Workshop September 14
	Celebrate DEI through recognition of dates and events of cultural significance	Annual Visitation Plan for Ventura Harbor Village Q2 2023	Cultural Celebrations: Promotion of Hispanic Heritage Month started in mid-September
	Refresh the Ventura Harbor Village.com website to include dynamic features, the Channel Islands, digital map, and reformatted calendar of events	Q2 2023	Weekly tenant & calendar updates. Moved the software / backend refresh to 2025
	Harbor tenant education and advocacy re: implementation of sustainability practices e.g. CA Green Business Network, Surfrider Foundation Ocean Friendly Restaurants program		No action this quarter.
<p>2. Collaborate with City, regional, state, and federal agency officials in pursuit of mutually beneficial projects, programs</p>	Collaborate with City, tenants, and stakeholders on updates to Local Coastal Program and General Plan	City organized meetings through Q4 2023	City Council endorsed draft land use designation map that includes Harbor zoning updates as requested by GM. HM provided a talk about the Harbor Patrol for VWM.
	Collaborate with other harbors and special districts on best management practices, legislative impacts and funding opportunities	Monthly	District working with Port of Hueneme (PoH) to commence \$15.7M grant-funded modernization of commercial fisheries complex at Ventura Harbor. GM continues to participate in VCSDA as Executive Committee Member/Treasurer through Feb. '25. DGM & HM maintains various memberships w/Harbormaster, beach and marina associations. HM has worked with the PoH in regional security groups.
	Collaboration between Port District and law enforcement and emergency services	Ongoing	HM participates in USCG Search and Rescue Meetings, DHS Homeland Security Meetings, and provided Ocean Rescue training for City & County Fire Personnel. HM and staff attended a three-day Train-The-Trainer CERT Disaster Worker program allowing Harbor Patrol staff to better train and equip staff and the members of the public to handle disasters. HM has worked with the PoH Coastal Trident Training to host a 4-day dive training in Harbor.
	Port Commission updates to Ventura City Council	Bi-Annual	No action this quarter.

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.

STRATEGY How will it be achieved	ACTION Actions to be undertaken	MILESTONE Action timeline	ACHIEVEMENTS Progress Report
3. Public and Civic Engagement Planning	Public Workshop every two years	Q3-Q4 2024	Public Workshop held Saturday, September 14, 2024.
	Mid-term Objective evaluation	Q3-Q4 2024	No action this quarter.
4. Updates to District policies to reflect improved transparency and DEI	Identification and utilization of multi-channel outreach for staff recruitment, solicitation of tenant businesses and contracts	Q3 2022 to Q2 2023	Staff received proposals for real estate consulting services. Staff has executed contract with CoStar for enhanced real estate marketing. Recruitment for Capital Projects Manager and Maintenance Worker I underway. Maintenance Worker II and multiple Marine Safety Officer recruitments complete.
	Annual review and updates to HR Manual, Board Protocols Manual, Public and Civic Engagement Plan, and other District policies.	Q3-Q4 and annually	Brown Act presentation to Board scheduled for Oct 2024.

F: Support current and future commercial fishing and sustainable aquaculture industries. Maintain and improve working waterfront facilities and infrastructure

STRATEGY How will it be achieved	ACTION Actions to be undertaken	MILESTONE Action timeline	ACHIEVEMENTS Progress Report
1. Engage with commercial fishing and sustainable aquaculture interests in Ventura Harbor	Regular engagement with commercial fishing business owners and key industry representatives	Seasonally	Staff will schedule meeting with fishing business owners in conjunction with PoH. HM continues to work with local fisheries including the newly reorganized Commercial Fishing Association to share info and regional concerns or challenges.
	Engagement with sustainable aquaculture industry interests at Ventura Harbor	As received	August meeting with Ocean Rainforest. Meet new management team and discuss status of macroalgae farm application.
	Monitor legislative and regulatory changes potentially impacting commercial fishing and sustainable aquaculture	Monthly	Staff following recommendations for changes to squid fishery practices for increased sustainability. Staff has been following new legislation for impacts, including CARB, MPA, and 30x30. HM remains active in the Joint Oil/Fisheries Liason Office out of Santa Barbara. This group passes on important information on projects, issues, or changes for the commercial fisheries.
2. Continue improvements of District's Working Waterfront infrastructure	Maintain existing harbor infrastructure and related amenities to continue to meet commercial fishing needs	Q2 Annual Budget & 5-Year CIP	Staff preparing for arrival of squid fishing fleet prior to start of season.
	Master planning for growth of commercial fishing and sustainable aquaculture capital improvements	Q1/Q2 2023	Staff prepared to schedule meeting with fishing business owners – timing to be led by PoH.
	Identify and pursue grant/funding opportunities to implement capital infrastructure needs for commercial fishing and sustainable aquaculture	Q2 2023 and on-going	Staff continues to work with PoH to finalize agreement for CalSTA grant funding to modernize commercial fishing infrastructure at Ventura Harbor to accept all squid offloading from PoH. Solicitation for environmental review by Port of Hueneme imminent.
3. Continue to pursue opportunities for diversifying commercial fishing and sustainable aquaculture	Support and endorse NOAA sustainable aquaculture initiatives in the Santa Barbara Channel	Q2/Q3 2023	NOAA is preparing the Programmatic Environmental Impact Statement (PEIS) for the California Aquaculture Opportunity Area(s) in Southern California. Draft to be released in Fall '24.
	Knowledge, experience, and technology transfer with aquaculture industry and stakeholders	Ongoing Resource	September meeting with UCSB to discuss development of a new university website regarding aquaculture development at California's ports and harbors.

M: Collaborate with Master Tenants and National Park Service to plan, improve, and develop the Harbor in a financially and environmentally sustainable way.

STRATEGY How will it be achieved	ACTION Actions to be undertaken	MILESTONE Action timeline	ACHIEVEMENTS Progress Report
1. Engagement and support of Master Tenants for successful business operations at the Harbor	Work with Master Tenants to help facilitate sustainable capital improvement projects	Tenant specific	Derektor masterplan CDP under review by Coastal Commission. Staff provided historic documents as requested by master tenant. Staff has biweekly meetings with Marina West Lessee TBBW and Aldersgate for Parcel 17 project. Staff also working with Safe Harbor for VH Marine Fuel Tank replacement.
	Coordination with Portside on commercial tenant leasing	Q1 2022 to Q4 2023	GM conducts biweekly meetings re: commercial leasing, wayfinding signage and monument sign at Harbor Blvd. & Schooner Dr. The City's Design Review Committee (DRC) approved the District's monument sign and banner program. City Director hearing planned for October to consider both. Banner program installation planned for Q2 FY24-25. Monument sign construction planned for Q4 FY24-25.
	Strategic planning meetings between master tenants and District staff	Q2 of each year	District staff has biweekly meetings with Marina West Lessee TBBW and Aldersgate for Parcel 17 project. Staff also working with Safe Harbor for VH Marine Fuel Tank replacement.
2. Evaluate opportunities for Parcel Development	Evaluate master planning opportunities in conjunction with current and future leasehold development	Annually	District staff has biweekly meetings with Marina West Lessee TBBW and Aldersgate for Parcel 17 project.
	Master planning for Parcel 5 development	Commencing Q2 2023	RRM Design Group completed second draft preliminary design and presented to Board July 17. Design submitted to City for DRC review. California Parks planning grant applied for but unsuccessful.
3. Implement sustainability technologies at the Harbor	Explore renewable energy, energy storage applications Harbor-wide e.g. solar power, EV charging stations, hybrid and electric vehicles	Q2 2023 and forward	DGM/Capital Projects Manager (CPM) working towards installation of EV chargers –4 charge points installed at VPD HQ. 21 broke ground in VHV in September (SCE controls schedule). 4 EV vehicles purchased and delivered in 2023.
3. VenturaWaterPure	Continue commitment to help minimize impacts and disruptions caused by the VenturaWaterPure project through ongoing work with City, master tenants, and stakeholders	Q3 2022 to Q3 2024	No action this quarter.

N: Maintain and grow Channel Islands National Park Service (NPS) presence and customer visitation to the Harbor.

STRATEGY How will it be achieved	ACTION Actions to be undertaken	MILESTONE Action timeline	ACHIEVEMENTS Progress Report
1. Work with NPS and harbor visitors regarding enhancement of visitor experience.	Collaborate with City, CA Coastal Commission, and stakeholders including NPS to prepare a master plan integrating Parcel 8 into the visitor experience at the Harbor and Visitor's Center	Q2 2027	No action this quarter.
	Work with NPS and ferry operator on cross-promotional activities to increase attraction of visitors to the Harbor	Q2 2023 to Q2 2024	Cross promotion of Summer Whale Watch Excursions with Island Packers.
	Work with NPS to provide/upgrade visitor educational signage along pedestrian areas	Q3-Q4 2023	No action this quarter.
2. Coordinate with NPS Superintendent to evaluate long-term goals and improvement needs for the Channel Islands National Park Visitor Center	Collaborate with NPS Superintendent to identify mutual long-term goals and options at Ventura Harbor for NPS operations, NPS visitor center, and ferry terminal	Ongoing	No action this quarter.
	Investigate synergies for collaborative improvement of NPS Visitor Center experience	Q3 2023	No action this quarter.
3. Coordinate with National & California State Parks, and City to develop destination-based ecotourism offerings	Continue collaboration with National & State Parks officials regarding multiple opportunities for enhancing the visitor destination in and around Ventura Harbor	Q2 2024	No action this quarter.
	Explore potential enhancements of Ventura Harbor Ecological Reserve with City (owner)	Q3 2023	No action this quarter.

P: Implement parking management, traffic circulation, and multi-modal transportation strategies.

STRATEGY How will it be achieved	ACTION Actions to be undertaken	MILESTONE Action timeline	ACHIEVEMENTS Progress Report
1. Work with City to improve access between the City and Harbor	Work with City Active Transportation Plan Working Group to promote emphasis on improving active transportation access to the Harbor.	Q1-Q4 2022 through City Plan	Staff continue to contemplate Coastal Conservancy grant for active/sustainable transportation possibly with City partnership in 2025. Board and staff continue to advocate for City Public Works investment in investment in City streets within District.
	Advocate to the City to repave Spinnaker and Navigator Drive.	Q3-Q4 2022 and ongoing	City will repave Navigator Dr. and Anchors Way Dr. b/t Navigator and Schooner added to City 5-Year CIP with planned repaving in FY 24-25 Q2-Q3. Working with City staff and contractor to mitigate impacts. Board and staff continue to advocate for City Public Works investment of City streets within District.
	Coordinate with City on planning for active transportation network improvements	Q4 2023	Staff continue to contemplate Coastal Conservancy grant for active/sustainable transportation possibly with City partnership in 2025.
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	Work with City, Ventura County Transportation Commission, and regional transportation services for expanding public transit options to Harbor.	Q4 2023	Staff working with 3 rd party to provide shuttle bus within harbor during Parade of Lights. HM has worked annually to increase the visitor ship by way of Summer Beach buses (3 rd year of program now includes the Cities of Santa Clarita, Moorpark, and Thousand Oaks). Multiple buses during the week and weekends for the Summer Months. Feedback from the three cities was positive, and all reported plans on returning in '25. HM will reach out to other cities in early Jan '25 to grow program.
	Advocate to the City to improve bicycle, pedestrian access, and safety along and crossing Spinnaker Drive.	Q3-Q4 2022 and ongoing	No action this quarter. Navigator repaving (FY 24-25 Q2-Q3) will include improvements to bicycle lanes.
	Collaborate with master tenants to develop an intra-Harbor pilot program for transportation services e.g. water-taxi and/or shuttle	Q3 2023 to Q3 2024	District will resume program for shuttle bus service during 2024 Parade of Lights. Program interrupted in 2023 by VenturaWaterPure construction.
3. Pursue and implement parking management solutions to increase vehicle circulation	Obtain necessary agreements and permits to implement managed parking at Harbor Village	Q3 2022 to Q3 2023	Coastal Development Permit application with City approved in May '24. Staff working closely with Coastal Commission with hearing expected in November.
	Identify & budget for Capital Improvements to improve parking & circulation at Harbor Village	Q3 2022 to Q2 2023	Initial cost and revenue estimate revised as part of FY24-25 budget process. Staff working with Dixon Resources (consultant) to meet with various vendors regarding service and technology options.

R: Seek opportunities to grow revenues and secure grants; continue to improve the quality, efficiency, and transparency of financial reporting, monitoring, and property management.

STRATEGY How will it be achieved	ACTION Actions to be undertaken	MILESTONE Action timeline	ACHIEVEMENTS Progress Report
1. Utilize grant funding opportunities for sustainable Harbor infrastructure	Work with SCE, CALeVIP, SLC, and City to complete installation of 21 EV charging stations in Harbor Village per CIP.	Q1 2023	Charger procurement complete. SCE to install 21 chargers in Village in fall of 2024 (project broke ground but waiting on SCE to finish).
	Complete installation of 4 EV charging stations at District office for company vehicles per CIP.	Q2 2023	No further action required.
	Complete procurement of hybrid Harbor Patrol vehicle utilizing SLC grant funds per CIP.	Q3-Q4 2023	HM has established a working agreement to utilize the County Fleet services for all Port District equipment. They have completed the upfitting of emergency lights and the EV F-150 is complete and now in service.
	Complete procurement of EV or hybrid Maintenance & Dockmaster vehicles using SLC grant funds per CIP.	2023 and 2024	No action this quarter.
2. Seek additional grant funding for improving/replacing District capital assets.	Establish mechanisms to receive transportation funding from the State and/or Federal governments with emphasis on active transportation.	Q4 2023	Staff continue to contemplate Coastal Conservancy grant for active/sustainable transportation possibly with City partnership. Staff have encouraged City to pursue AIITP grant. Board and staff continue to advocate for City Public Works investment in Spinnaker Drive including Class IV separated bike lane.
	Identify and apply for grants that align with Board-approved 5-year CIP.	Q2 2022 Ongoing	CalSTA grant for Commercial Fish Modernization project successful. Grant application to NFWF Round 2 successful for improvements to beach bathrooms and showers, and public launch ramp bathrooms successful. Staff considering Coastal Conservancy grant for sustainable transportation & PIDP grant (2025) for fish pier.
3. Leasing/Property Management	Prepare, approve and implement Annual Leasing/Property Management Action Plan	Q2 2023 and Annually	Staff met with leasing consultants to discuss options and receive proposals. Entered into agreement with CoStar for enhanced property marketing.
	Through active marketing, continue to attract a diverse array of businesses and business owners to Ventura Harbor with the goal of expanding the offerings to the public while creating value for the District.	Commencing Q3 2022	Entered into agreement with CoStar for enhanced property marketing. Updated listings on website. Conducted showings and rapid response to all inquiries. Ongoing attendance at Ventura Chamber Connection monthly breakfasts, Fall Expo, Ribbon Cuttings.

R: Seek opportunities to grow revenues and secure grants; continue to improve the quality, efficiency, and transparency of financial reporting, monitoring, and property management.

STRATEGY How will it be achieved	ACTION Actions to be undertaken	MILESTONE Action timeline	ACHIEVEMENTS Progress Report
4. Update of Financial Management System	Roll out of new accounting and property management software.	Q4 2022	MRI roll out complete, but software/company performance remains unsatisfactory. Staff have interviewed multiple vendors with the intent to recommend a new software solution be in place by July 1, 2025.
	Creation and implementation of Tenant Portal to allow tenants to report sales and review lease documents.	Q1 2023	No action this quarter.
	Implementation of online payments for tenants.	Q1 2023	No action this quarter.
5. Financial Reporting	Stakeholder budget workshops	Q2 and annually	No action this quarter.
	Periodic reports to Board and public on financial position, audits, and budget.	Quarterly	Staff is preparing for FY23-24 audit and working on Q1 FY24-25 financial statements.
	Annual review of District bonds, debt position, restructuring opportunities and CalPERS obligations.	Q2 and annually or as needed	Staff met with CLASS investment pool representatives to discuss alternatives to LAIF for portfolio diversification.

V: Maintain and improve Harbor Village facilities, infrastructure, and amenities.

STRATEGY How will it be achieved	ACTION Actions to be undertaken	MILESTONE Action timeline	ACHIEVEMENTS Progress Report
1. Ongoing investment in Harbor Village Infrastructure	Complete outstanding ADA improvements in Capital Improvement Plan	Q2 2023	ADA parking lot path of travel improvement completed at 1567 Spinnaker. Grant funding awarded by NFWF for beach and launch ramp restroom areas, w/ADA access improvements; to be completed by Q1 2025 (City and CC planning approval obtained - awaiting City building permits).
	Evaluate new ADA improvement requirements for District properties and update Capital Improvement Plan to address.	Q4 2024	ADA Parking lot improvement opportunity identified at 1583 Spinnaker Dr. and to be completed in Q1 or Q2 of 2025. New EV chargers in VHV will add additional ADA parking spaces. Coastal Commission reviewing plans for ADA improvements at Harbor Cove and Surfers Knoll beach.
	Village Promenade/Trail physical upgrades, including sustainability enhancements	Q4 2024 onwards	No action this quarter.
	Complete infrastructure upgrades (elevators, roof replacements per CIP)	Q4 2024	No action this quarter.
	Complete Village Tenant Signage, Awnings	Q4 2024	Facilities continues to improve lighting to benefit tenant signs. Staff evaluating “more signs” program to provide additional wayfinding.
	Evaluate opportunities for renewable energy/energy storage infrastructure for Village; implement drought tolerant landscaping and related irrigation systems.	Q3 2022 through Q4 2027	Facilities continues to work to implement new plant palette in Village.
	Implement WiFi in Harbor Village	Q2 2023	Atlantis Utilities to provided recommendations for mobile telephone signal strength. Likely to pivot to mobile phone signal boosters for better data security.
2. Develop and implement an Annual Visitation Plan for Ventura Harbor Village.	Submit a proposed Visitation Plan in spring for Board, tenant and stakeholder input and feedback.	Q2 2023 and annually	No action this quarter.
	Implement seasonal décor at Ventura Harbor Village and Spinnaker Drive	Q4 2022 and annually	New Ventura Harbor banner program installation on Spinnaker Drive, Navigator, Harbor Blvd and Schooner. Banners added to Master Sign program and approved by City.

PUBLIC COMMUNICATION STANDARD ITEM 4

00 : 03 : 00

**VENTURA PORT DISTRICT 5-YEAR OBJECTIVES ANNUAL
ACCOMPLISHMENTS AND QUARTERLY UPDATE**

RECOMMENDATION:

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.

**STANDARD
AGENDA
ITEM
4**

**Report by:
Brian D. Pendleton, General Manager**

**ELECTION OF A VENTURA LOCAL AGENCY FORMATION
COMMISSIONER REPRESENTING SPECIAL DISTRICTS**

RECOMMENDATION:

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.

**STANDARD
AGENDA
ITEM
5**

**Report by:
Brian D. Pendleton, General Manager**

- A Special District regular member's term will be expiring December 31, 2024
- At the October 2nd Commission meeting, the Board nominated Commissioner Chris Stephens to be considered as a candidate to fill this term.
- There are currently four candidates on the ballot:
 - Chris Stephens, Ventura Port District
 - Mohammed Hasan, United Water Conservation District
 - Stephen Huber, United Water Conservation District
 - William Ulrich, Ojai Valley Sanitary District
- The Commission needs to choose one of these four candidates to fill the term.
- Ballots are due Friday, December 6th.

PUBLIC COMMUNICATION STANDARD ITEM 5

Snooze Options: 30 Seconds | 1 Minute | 5 Minutes | 10 Minutes

00 : 00 : 00

**ELECTION OF A VENTURA LOCAL AGENCY FORMATION
COMMISSIONER REPRESENTING SPECIAL DISTRICTS**

RECOMMENDATION:

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.

**STANDARD
AGENDA
ITEM
5**

**Report by:
Brian D. Pendleton, General Manager**



VENTURA
PORT DISTRICT

Established 1952

ADJOURNMENT
NEXT MEETING DECEMBER 18, 2024

Ventura Harbor

GATEWAY TO THE CHANNEL ISLANDS NATIONAL PARK