

VENTURA PORT DISTRICT

BOARD OF PORT COMMISSIONERS REGULAR MEETING MINUTES OF FEBRUARY 5, 2025



CLOSED SESSION

CALL TO ORDER:

The Ventura Port District Board of Port Commissioners Regular Closed Session Meeting was called to order by Secretary Rainey at 6:36PM at the Ventura Port District Administration Office, 1603 Anchors Way Drive, Ventura, CA 93001 and via Zoom meeting.

ROLL CALL:

Commissioner's Present:

Elizabeth Howell, Vice-Chair via Zoom*
Anthony Rainey, Secretary
Chris Stephens
Jackie Gardina

*Note: Per AB 2449, a Commissioner is able to participate remotely without noticing the teleconference location while traveling on official business for the District. As it states under Board Communications, Vice-Chair Howell was at a conference on behalf of the Ventura Port District.

Commissioners Absent:

Michael Blumenberg, Chair

Port District Staff:

Brian D. Pendleton, General Manager
Jessica Rauch, Clerk of the Board

Legal Counsel:

Tom Bunn, Lagerlof, LLP
Robert Bailey, Lagerlof, LLP via Zoom

Number of interested persons:

0 via zoom; 0 in-person

PUBLIC COMMUNICATIONS: None. Closed at 6:37PM.

CONVENED TO CLOSED SESSION AT 6:38PM.

ADJOURNMENT: Closed Session was adjourned at 6:48PM.

OPEN SESSION

ADMINISTRATIVE AGENDA:

CALL TO ORDER:

The Ventura Port District Board of Port Commissioners' Regular Open Session Meeting was called to order by Secretary Rainey at 7:00PM at the Ventura Port District Administration Office, 1603 Anchors Way Drive, Ventura, CA 93001 and via Zoom meeting.

PLEDGE OF ALLEGIANCE: By Secretary Rainey.

ROLL CALL:

Commissioners Present:

Elizabeth Howell, Vice-Chair via Zoom*
Anthony Rainey, Secretary
Chris Stephens
Jackie Gardina

*Note: Per AB 2449, a Commissioner is able to participate remotely without noticing the teleconference location while traveling on official business for the District. As it states under Board Communications, Vice-Chair Howell was at a conference on behalf of the Ventura Port District.

Commissioners Absent:

Michael Blumenberg, Chair

Port District Staff:

Brian D. Pendleton, General Manager
Jessica Rauch, Clerk of the Board
Gloria Adkins, Accounting Manager
Brendan Donohue, Senior Harbor Patrol Officer
Justin Fleming, Capital Projects Manager
Wayne Hatch, Maintenance Supervisor
John Higgins, Harbormaster
Will McReynolds, Management Assistant
Jessica Perkins, Accountant II via Zoom
Jessica Snipas, Business Operations Analyst via Zoom
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:

0 via zoom; 2 in person

ADOPTION OF AGENDA

ACTION: Commissioner Stephens moved to adopt the February 5, 2025 agenda.

Commissioner Gardina seconded. The vote was as follows:

AYES: Commissioners Howell, Rainey, Stephens, Gardina

NOES:

ABSTAINED:

ABSENT: Chair Blumenberg

The motion passed 4-0.

APPROVAL OF MINUTES

The Minutes of October 16, 2024, November 20, 2024, December 18, 2024 and January 15, 2025 Board of Port Commissioners' Regular Meetings were considered as follows:

ACTION: Commissioner Gardina moved to approve the Minutes of the October 16, 2024, November 20, 2024, December 18, 2024 and January 15, 2025 Regular Meetings.

Commissioner Howell seconded. The vote was unanimous.

PUBLIC COMMUNICATIONS: None.

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

BOARD COMMUNICATIONS: Commissioner Howell announced that she was currently at the National Working Waterfront Network Conference in San Diego.

STAFF AND GENERAL MANAGER REPORTS: Mr. Pendleton reported on the upcoming events and promotions at Harbor Village. Senior Harbor Patrol Officer Brendan Donohue recognized Harbor Patrol Officers Erik Baer, Bobby Crane and Tim Burrows for a rescue that occurred on November 11, 2024. Harbormaster John Higgins recognized Senior Harbor Patrol Officer Brendan Donohue, Harbor Patrol Officer Garret Winter and Marine Safety Officer Edward Warne for a rescue that occurred on December 13, 2024.

CONSENT AGENDA:

A) Approval of Amendment No. 1 to a Professional Services Agreement with Noble Consultants, Inc. for Engineering and Consulting Services

Recommended Action: Roll Call Vote.

That the Board of Port Commissioners approve Amendment No. 1 to a Professional Services Agreement with Noble Consultants, Inc., increasing the compensation from \$50,000 to \$60,000 for engineering and consulting services.

Public Comment: None.

ACTION: Commissioner Gardina moved to approve Amendment No. 1 to a Professional Services Agreement with Noble Consultants, Inc., increasing the compensation from \$50,000 to \$60,000 for engineering and consulting services.

Commissioner Stephens seconded. The vote was as follows:

AYES: Commissioners Howell, Rainey, Stephens, Gardina

NOES:

ABSTAINED:

ABSENT: Chair Blumenberg

The motion passed 4-0.

B) Approval of a Rental Repayment Plan for Retail, Office and Marina Lease Agreements with Cantrell Aquatics Inc. dba Ventura Dive & Sport

Recommended Action: Roll Call Vote.

That the Board of Port Commissioners approve a rental repayment plan for Retail, Office, and Marina Lease Agreements with Cantrell Aquatics Inc. dba Ventura Dive & Sport.

Public Comment: None.

ACTION: Commissioner Gardina moved to approve a rental repayment plan for Retail, Office, and Marina Lease Agreements with Cantrell Aquatics Inc. dba Ventura Dive & Sport.

Commissioner Stephens seconded. The vote was as follows:

AYES: Commissioners Howell, Rainey, Stephens, Gardina

NOES:

ABSTAINED:

ABSENT: Chair Blumenberg

The motion passed 4-0.

C) Approval of Amendment No. 1 to the Parcel 20 Master Lease

Recommended Action: Roll Call Vote.

That the Board of Port Commissioners approve Amendment No. 1 to the Master Lease for Parcel 20 between the Ventura Port District and Derecktor Marine Holdings, LLC.

Public Comment: None.

ACTION: Commissioner Gardina moved to approve Amendment No. 1 to the Master Lease for Parcel 20 between the Ventura Port District and Derecktor Marine Holdings, LLC.

Commissioner Stephens seconded. The vote was as follows:

AYES: Commissioners Howell, Rainey, Stephens, Gardina

NOES:

ABSTAINED:

ABSENT: Chair Blumenberg

The motion passed 4-0.

STANDARD AGENDA:

1) Presentation on California Cooperative Liquid Assets Securities System (CA CLASS) and Authorize the General Manager to Invest Funds with CA CLASS

Recommended Action: Roll Call Vote.

That the Board of Port Commissioners:

- a) Receive a presentation on the California Cooperative Liquid Assets Securities System (CA CLASS).
- b) Authorize the General Manager to invest a portion of the District's reserves with CA CLASS.

Report by Accounting Manager, Gloria Adkins and California CLASS Director, Investment Services Bob Shull.

Public Comment: None.

ACTION: The Board of Port Commissioners received a presentation on the California Cooperative Liquid Assets Securities System.

ACTION: Vice-Chair Howell moved to authorize the General Manager to invest a portion of the District's reserves with CA CLASS.

Commissioner Gardina seconded. The vote was as follows:

AYES: Commissioners Howell, Rainey, Stephens, Gardina

NOES:

ABSTAINED:

ABSENT: Chair Blumenberg

The motion passed 4-0.

2) Update on State of Emergency to Address the Failure of the Elevator at 1591 Spinnaker Drive

Recommended Action: Roll Call Vote.

That the Board of Port Commissioners determine by a four-fifths vote that there is a need to continue the emergency action adopted by the Board on January 15, 2025, set forth in Resolution No. 3520.

Report by General Manager, Brian D. Pendleton and Capital Projects Manager, Justin Fleming.

Public Comment: None.

ACTION: Commissioner Stephens moved to continue the emergency action adopted by the Board on January 15, 2025, set forth in Resolution No. 3520.

Commissioner Gardina seconded. The vote was as follows:

AYES: Commissioners Howell, Rainey, Stephens, Gardina

NOES:


ABSTAINED:

ABSENT: Chair Blumenberg

The motion passed 4-0.

ADJOURNMENT: The meeting was adjourned at 7:50PM.

The next regular meeting is Wednesday, February 19, 2025.



Anthony Rainey, Secretary