



**BOARD OF PORT COMMISSIONERS  
FEBRUARY 4, 2026**

**Ventura Harbor**  
GATEWAY TO THE CHANNEL ISLANDS NATIONAL PARK

- Call to Order
- Pledge of Allegiance
- Roll Call

# ADMIN AGENDA

# **ADMIN AGENDA**

## **Adoption of the February 4, 2026 Agenda**

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**Approval of Minutes  
January 21, 2026  
Regular Meetings**

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

**00 : 03 : 00**

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

# ADMIN AGENDA

# CONSENT AGENDA ITEMS

## A) Approval of Out-of-Town Travel Request(s)

### Recommended Action: Voice Vote.

That the Board of Port Commissioners approve the out-of-town travel requests for:

- a) Deputy General Manager, Todd Mitchell to attend the California Mobility & Parking Association Foundations of Parking Enforcement Training Session on March 13 – 14, 2026 in Temecula, CA.
- b) Harbormaster, John Higgins to attend the California Mobility & Parking Association Foundations of Parking Enforcement Training Session from March 13 - 14, 2026 in Temecula, CA.
- c) General Manager, Brian D. Pendleton to attend the CSDA 2026 Special Districts Legislative Days from April 7 – 8, 2026 in Sacramento, CA.
- d) General Manager, Brian D. Pendleton to attend the CSDA 2026 General Manager Leadership Summit from June 28 – 30, 2026 in Newport Beach, CA.

# PUBLIC COMMUNICATION CONSENT AGENDA

00 : 03 : 00

# CONSENT AGENDA ITEMS

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## VENTURA PORT DISTRICT SAND MANAGEMENT PLAN

CDP 4-24-0248

### RECOMMENDATION:

That the Board of Port Commissioners:

a) Authorize the General Manager to accept the terms of the proposed Ventura Port District Sand Management Plan CDP 4-24-0248 as provided for in the correspondence from the District to the California Coastal Commission dated January 28, 2026.

b) Authorize the General Manager to make any nonmaterial changes to the Sand Management Plan with prior review and recommendation of District's Special Counsel K&L Gates.

# STANDARD AGENDA ITEM 1

Report by:

Brian D. Pendleton, General Manager

# VENTURA PORT DISTRICT SAND MANAGEMENT PLAN CDP 4-24-0248

Presentation by:

Brian D. Pendleton, General Manager

Todd Mitchell, Deputy General Manager

John Higgins, Harbormaster

Robert Smith, Special Legal Counsel, K&L Gates

Derek Lerma, Rincon Consultants

# PROJECT SUMMARY

CDP considered May 9,  
2025 by Coastal  
Commission (CC)

CC approved with  
significant conditions  
required before issuance

Beach Volleyball Program  
bifurcated

Temporarily allowed for  
beach volleyball to remain  
pending further analysis

September 3, 2025 update  
on CDP conditions/new  
siting consideration of  
volleyball courts and  
outrigger canoe clubs

# BEACH MANAGEMENT BACKGROUND

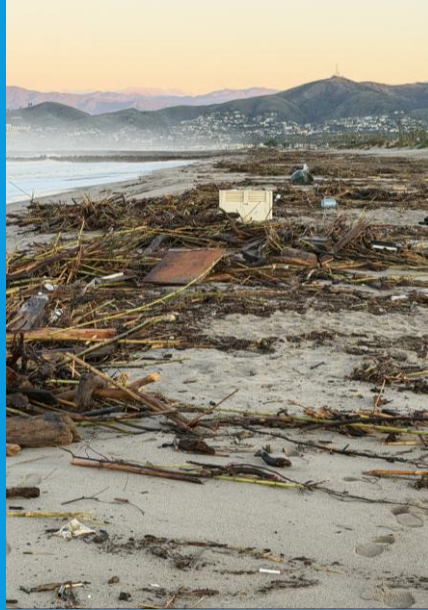
- Dunes constructed in 1984
- Ongoing sand management for nearly 40 years
- In 2023, CC required District to obtain CDP for sand management
- CDP application submitted April 18, 2024
- Early 2025, CC identified the beach volleyball courts and outrigger canoe activities as unpermitted uses





Imagery provided by Esri and its licensors © 2026.  
 Additional data provided by Ventura County. CA state Lands Lease Agreement was georeferenced from Furgo West, Inc. 2023. Mean High Water digitized from NOAA Lidar data, 2024.

# WHY THE CDP MATTERS



- Covers Surfers Knoll Beach to Harbor Cove Beach for ongoing beach management
- Enables sand relocation and debris removal
- Supports public safety, access, and habitat protection
- The proposal provides certainty regarding mitigation requirements, authorization of other public beach uses, and final approval of the Sand Management Plan, reducing operational uncertainty.
- Until CDP is issued, District unable to effectively relocate sand and clear debris

# VOLLEYBALL PROGRAM REVIEW

The Beach Volleyball Program Site Alternative Committee was established by the GM to evaluate relocation options for the volleyball courts, as required by a Coastal Commission condition of approval.

- Committee included District Staff, City Staff, K&L Gates, Rincon Consultants, Ventura College/LAVA

The Committee met in August and September 2025 and presented its findings in the September 3, 2025 Board Report.

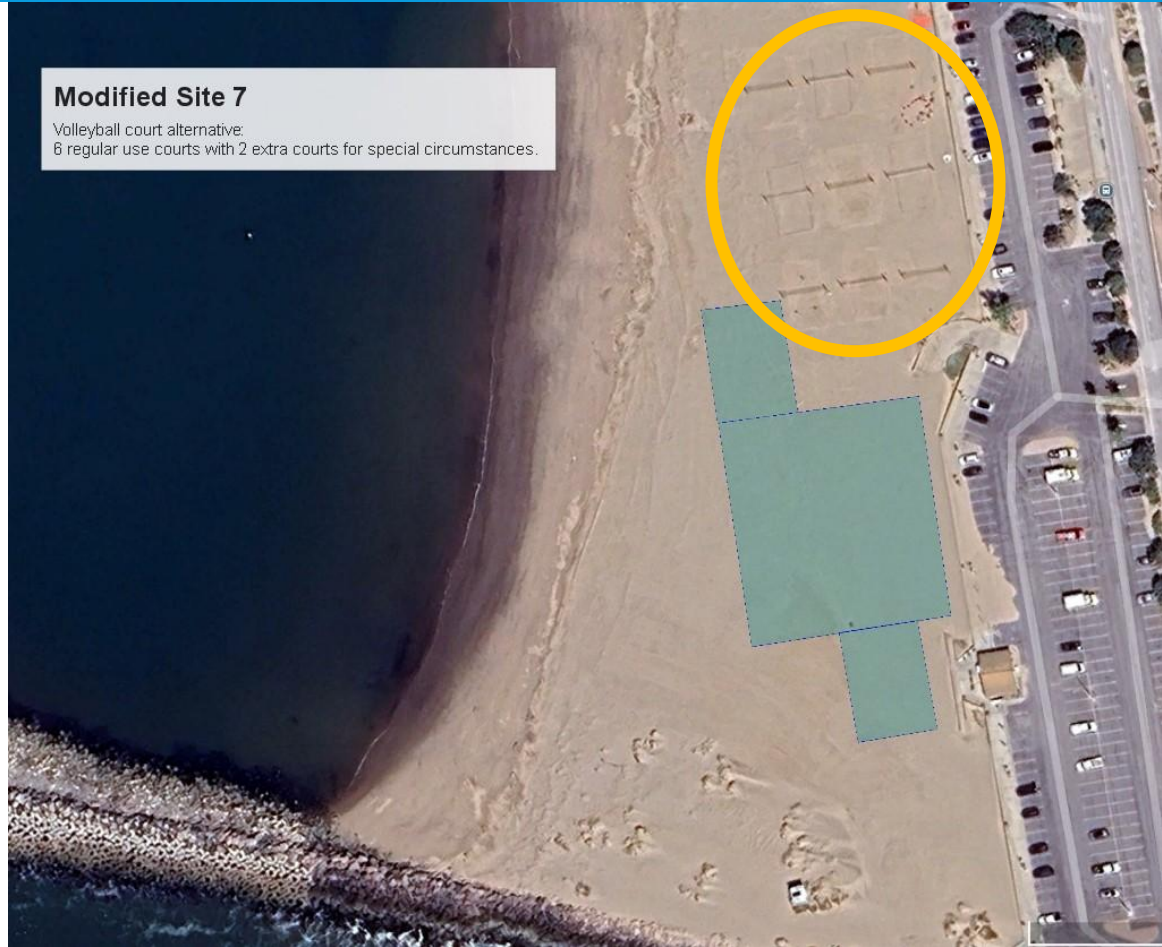
The Committee recommended that:

- **Alternative Site 8 (Harbor Cove Beach – current location)** remain the future site for school and public volleyball programs.
- **Alternative Site 7 (Central Harbor Cove Beach)** was viable but inferior to Site 8.

All other alternative sites were unsuitable for public beach volleyball use.

Still inferior to and smaller than Site 8, **Modified Site 7 is now the recommended site** based on the following factors:

- CC staff will oppose any plan retaining courts in areas that previously supported ESHA - includes portions of Site 8.
- Retaining courts at Site 8 would require demonstrating no feasible alternatives and likely be opposed by CC staff.
- Pursuing Site 8 would result in additional legal/consultant costs with no assurance of approval.
- CC staff will allow volleyball courts at Modified Site 7 under the Sand Management Plan CDP, eliminating the need for separate permitting.





- Modified Site 7 would:
  - Allow up to 6 courts for regular use and up to 8 courts for District-approved tournaments and special events.
  - Maintain dredging pipe placement on Harbor Cove Beach.
  - Have final court layout approved by the General Manager in consultation with District staff for public safety.
  - Be implemented after the current volleyball season to avoid disruption.
- Discussion on new license agreement and fiscal consideration with Ventura College & LAVA
- Will continue in current site until season ends



## OUTRIGGER CANOE CLUBS

HOKULOA OUTRIGGER CANOE CLUB  
VENTURA OUTRIGGER CANONE CLUB

- Relocation from Harbor Cove Beach to Parcel 8
- District applied for and received City approval for CDP
- License agreements offered
  - Provides a non-exclusive use of the District's property on a month-to-month basis
- Relocation may begin February 2026
- Clubs will participate in dune restoration activities

# FISCAL IMPACT

## K&L Gates (Legal Services)

- Total contract amount \$110,00
- \$51,310 has been spent
  - Finalizing Sand Management Plan & CDP
  - Regulatory Agency Coordination
  - Permitting
  - Entitlement support for other projects

## Rincon contract

- Total contract amount \$60,000
- \$48,332 has been spent
  - Obtaining CDP
  - Annual dredging consulting & monitoring

Additional dune restoration costs pending

# NEXT STEPS

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Board authorization to approve final Sand Management Plan

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CC staff approval of sand management plan conditions and issuance of CDP

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Remove major debris from beaches

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Relocate Outrigger Canoe Clubs – separate CDP approved by City

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Relocate beach volleyball courts at end of season

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Dunes restoration project – 1:1 ratio

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Ensure continued public and emergency vehicle access to Harbor Cove Beach

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# PUBLIC COMMUNICATION STANDARD ITEM 1

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

00 : 00 : 00

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# STANDARD AGENDA ITEM 1

Report by:

Brian D. Pendleton, General Manager

# STANDARD AGENDA ITEM 2

Report by:  
Todd Mitchell, Deputy General Manager

## PARKING MANAGEMENT PLAN UPDATE

### RECOMMENDATION:

That the Board of Port Commissioners receive and file a report on the Parking Management Plan implementation through December 31, 2025.

# UPDATE ON PARKING MANAGEMENT PROGRAM



## 2025 Year End Update Progress, Comments, Statistics



February 4, 2026

# PARKING MANAGEMENT PROGRAM: PHASE 1: VENTURA HARBOR NORTH

Parking Component	7 Days Per Week
Paid Parking Period	24 hours per day
Hourly Fee* (up to 4 hours)	\$1.00
All Day Pass (>4 hours)	\$10.00
ADA Placard or Plates	Same as all other visitors.

Started at Public Launch Ramp  
for Memorial Day Weekend

1215 Anchors Way (old dry boat  
storage) was ready for Parade of Lights

*\* Parking for up to 1 hour is complimentary with registration of vehicle license plate for at least all of 2025.*

# PHASE 2: HARBOR VILLAGE AND BEACHES

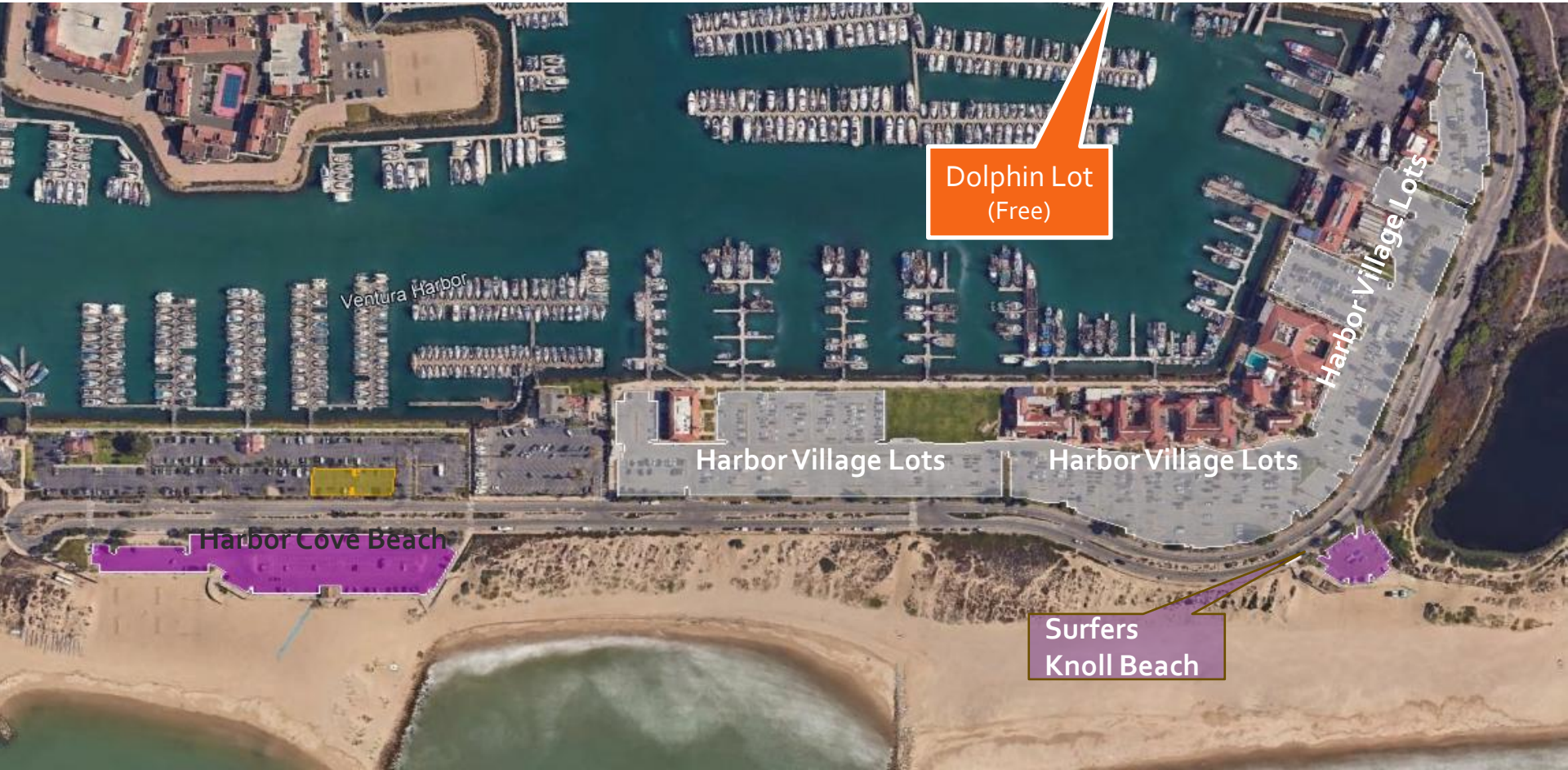
Commenced July 7 at:

- Harbor Village
- Harbor Cove Beach
- Surfers Knoll Beach

Parking Component	Friday-Sunday & Holidays	Monday-Thursday
Paid Parking Period	10 AM – 8 PM	Free Parking
Hourly Fee* (up to 4 hours)	\$1.00	
All Day Pass (>4 hours)	\$10.00	
ADA Placard or Plates	Same as all other visitors.	

\* Parking for up to 1 hour complimentary with registration of vehicle license plate for at least 2025.

# VENTURA HARBOR VILLAGE & BEACHES



Dolphin Lot  
(Free)

Ventura Harbor

Harbor Village Lots

Harbor Village Lots

Harbor Village Lots

Harbor Cove Beach

Surfers  
Knoll Beach

# PUBLIC INFORMATION

## Ventura Harbor Parking

Everything you need to know about parking when visiting Ventura Harbor!

- LAZ worked with the District update [venturaharbor.com/parking](http://venturaharbor.com/parking) webpage to provide:
  - Link to online paid parking portal
  - Link to pay or protest a ticket
  - Submit a comment/question
  - FAQ's
  - Interactive maps to parking lots
- Marketing Department contributed in many ways to improve the visitor experience and attract mid-week visitation.

### FAQ's

Do I need to display anything on my windshield to prove that I paid for parking? ▼

Why do I have to provide my license plate if I am staying less than an hour? ▼

Is paid parking in effect on holidays at Ventura Harbor Village and Beaches? ▲

Yes. Paid parking is in effect from **10:00 AM to 8:00 PM** on **Fridays, Saturdays, Sundays, and major holidays.**

The following holidays are considered **major holidays** with paid parking in effect:

- New Year's Day
- Martin Luther King Jr. Day
- Presidents Day
- Memorial Day
- Juneteenth
- Independence Day
- Labor Day
- Veterans Day
- Thanksgiving Day
- Christmas Day

Is there anywhere I can park for free? ▼

What time do the lots close? ▼

# SIGNIFICANT SIGNAGE INTRODUCED

Bilingual instructions for parking

QR Code payment signs direct customers to LAZGo website

Revised parking lot rules signs – English version and Spanish



## PAID PARKING

## ESTACIONAMIENTO DE PAGO

Fridays • Saturdays • Sundays • Holidays  
10 AM to 8 PM

Viernes • Sábados • Domingos • Días Festivos  
10 AM a 8 PM

Please Pay at Machine or Mobile Pay

Por Favor Pague en la Máquina o Pago Móvil

**Per Hour (Up to 4 Hours): \$1**

**Por Hora (Hasta 4 Horas): \$1**

**Daily Pass: \$10**

**Pase de un Día: \$10**

PLEASE PAY BY LICENSE PLATE

PAQUE USANDO SU PLACA DE VEHÍCULO

ENFORCED BY LICENSE PLATE RECOGNITION TECHNOLOGY

IMPULSADO POR TECNOLOGÍA DE RECONOCIMIENTO DE PLACAS

VEHICLES MUST OCCUPY A SINGLE SPACE.  
OVERSIZE VEHICLES BY PERMIT ONLY.

LOS VEHÍCULOS DEBEN OCUPAR UN SOLO ESPACIO.  
VEHÍCULOS DE GRAN TAMAÑO SOLO CON PERMISO.

Parking lot closed: 9 PM to 5 AM  
(Exception by permit only)

Estacionamiento cierra: 9 PM a 5 AM  
(Excepción solo con permiso)

## PAID PARKING

Paid Parking in effect: 10 AM to 8 PM  
Fridays • Saturdays • Sundays • Holidays  
Parking lot closed: 12 AM to 5 AM  
No camping or sleeping in vehicles.

## PAY BY LICENSE PLATE



**Per Hour (Up to 4 Hours): \$1**  
Por Hora (Hasta 4 Horas):

**Day Pass: \$10**  
Pase de un Día:

PAQUE USANDO SU PLACA DE VEHÍCULO

## ESTACIONAMIENTO DE PAGO

Estacionamiento de pago: 10 AM a 8 PM  
Viernes • Sábados • Domingos • Días Festivos  
Estacionamiento cierra: 12 AM a 5 AM  
Prohibido acampar y dormir en vehículos.



Pay by Text or QR Code  
Pagar por mensaje de texto o código QR



**Per Hour (Up to 4 Hours): \$1**  
Por Hora (Hasta 4 Horas):

**Day Pass: \$10**  
Pase de un Día:

\$0.35 service fee will be added to text, web, or app transactions (except at kiosks).

Se agregará una tarifa de servicio de \$0.35 a las transacciones realizadas por mensaje de texto, web o aplicaciones (excepto en quioscos).



## Reglamentos de Estacionamiento

NO ESTACIONAR EN ESPACIOS PARA DISCAPACITADOS SIN PLACA O PERMISO.  
LOS ESPACIOS PARA DISCAPACITADOS REQUIEREN PAGO DURANTE LOS PERIODOS DE ESTACIONAMIENTO CON TARIFA.

ESTACIONARSE DE FRENTE SOLAMENTE (PROHIBIDO ESTACIONARSE DE REVERSA EN LOS ESPACIOS)

LIMITE DE VELOCIDAD: 10 MPH

ESTACIONAMIENTO NOCTURNO NO PERMITIDO AQUÍ EL ESTACIONAMIENTO NOCTURNO SOLO ESTÁ PERMITIDO EN EL "WHALE LOT" DENTRO DE HARBOR VILLAGE

LAS SIGUIENTES ORDENANZAS Y CÓDIGOS SE APLICAN EN ESTE ESTACIONAMIENTO:

- ORDENANZA 44 DEL DISTRITO DEL PUERTO DE VENTURA
- CÓDIGO MUNICIPAL DE SAN BUENAVENTURA Y CÓDIGO DE VEHÍCULOS DE CALIFORNIA § 22507

PARA INFORMACIÓN RELACIONADA CON VEHÍCULOS REMOLCADOS, LLAME A LA PATRULLA DEL PUERTO AL: (805) 642-8618



# PUBLIC AWARENESS ON SITE

**FREE**   
**PARKING**

For  
**Ventura  
Harbor Village**



Just 6 minutes walk along the waterfront to dining & shopping!

- District staff and LAZ staff were on site to assist with public questions.
- District deployed numerous A-frame signs to support the program. While intended to be temporary, high number of warning citations indicates people are still arriving unaware of the parking program.
- Additional signage and re-striping done at Dolphin Lot.

**PAID**   
**PARKING**

*Friday • Saturday  
Sunday • Holidays*  
**10 AM to 8 PM**

**License Plate #  
Required to Pay**

# ADDITIONAL SIGNAGE ADDED

To respond to visitor feedback,  
additional signage added.

## ADA PARKING



IS SUBJECT TO THE SAME PARKING  
FEES AS OTHER STALLS

THE VENTURA PORT DISTRICT IS COMMITTED TO  
SUPPORTING ACCESSIBILITY.

PATRONAGE OF VENTURA HARBOR FUNDS  
PROJECTS LIKE:

- ACCESSIBLE PATHWAYS AT THE VILLAGE & BEACHES
- ACCESSIBLE EV CHARGING STATIONS
- BEACH ACCESS MATS & BEACH WHEELCHAIRS
- UPGRADED RESTROOMS
- ADA BEACH SHOWERS

WE HOPE YOUR EXPERIENCE WITH US  
WILL BE IMPROVED BY THESE AMENITIES

THANK YOU FOR VISITING!

PAY  
HERE

1. Park Vehicle
2. Note license plate #
3. Pay Here
4. *Enjoy your visit!*

SAFE HARBOR MARINAS  
VENTURA  
HARBOR  
VILLAGE



**NO PARKING OF  
OVERSIZED VEHICLES**

**NO SE PERMITE ESTACIONAMIENTO  
DE VEHÍCULOS DE GRAN TAMAÑO**

**EXCEPT WITH DISTRICT ISSUED PERMIT**

Oversized vehicle exceeds 25' length or 80" width.  
One vehicle per parking space.  
No trailers/RV's. No double parking. VHO SEC 1003

**BOAT TRAILERS EXEMPT**

# TENANT PARKING PERMITS (VILLAGE EMPLOYEES)

All Village businesses have been provided sufficient parking permits for all of their employees (valid at Harbor Village only).

Portal is created and all tenants are managing their own permits.

Tenants with large number of employees were able to provide LAZ their staff license plate info and LAZ creating those permits.

Data being collected by LAZ on employee parking occupancy. Through the winter, average permit number ~124/day.

Reductions in employee permits to be discussed with tenants as visitation ramps up.

# CHALLENGES EXPERIENCED (SUMMARY – SEE REPORT FOR MORE DETAIL)



## Pay Station Challenges:

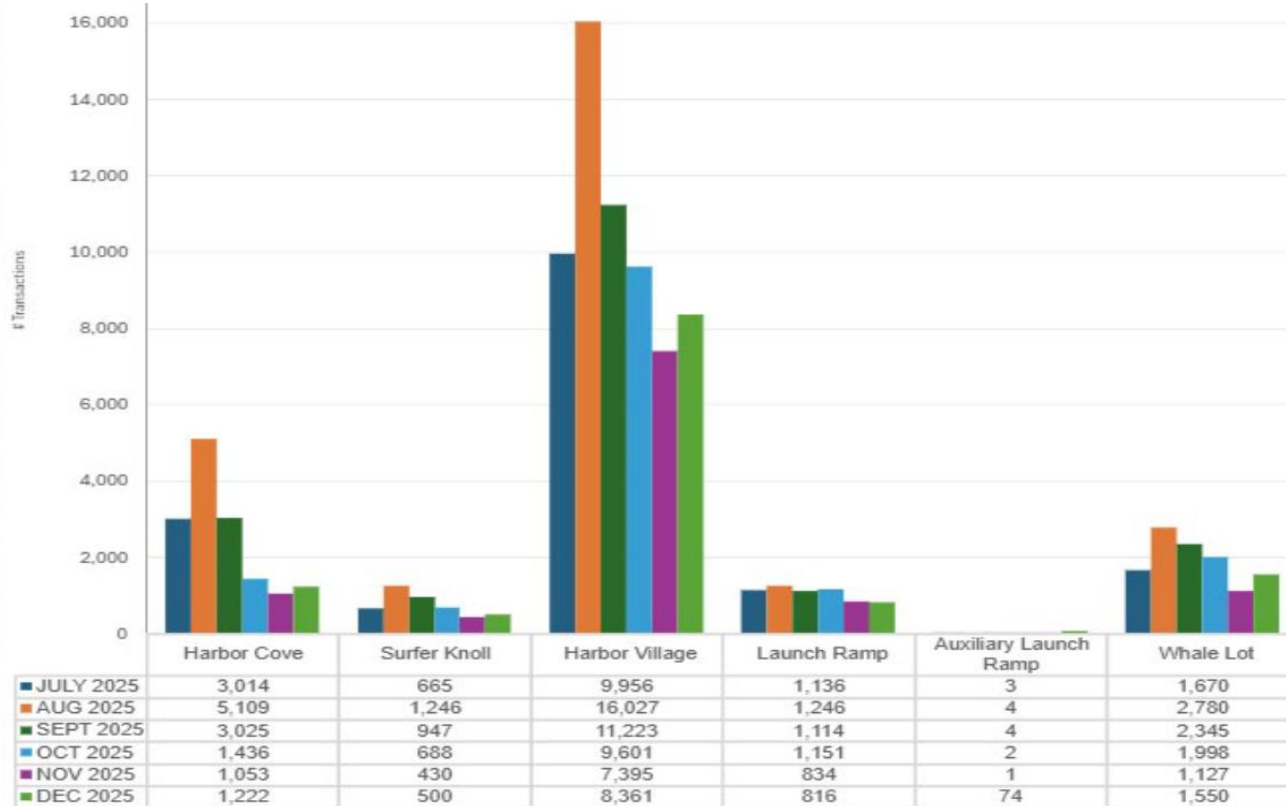
- Connectivity (addressed)
- Pay here signage (added)
- Additional language changes (coming soon)

## Virtual Payment Challenges:

- Sign issue (addressed)
- User experience requests (implemented)
- No stand-alone app – ParkMobile solution coming before summer

# DATA & STATISTICS

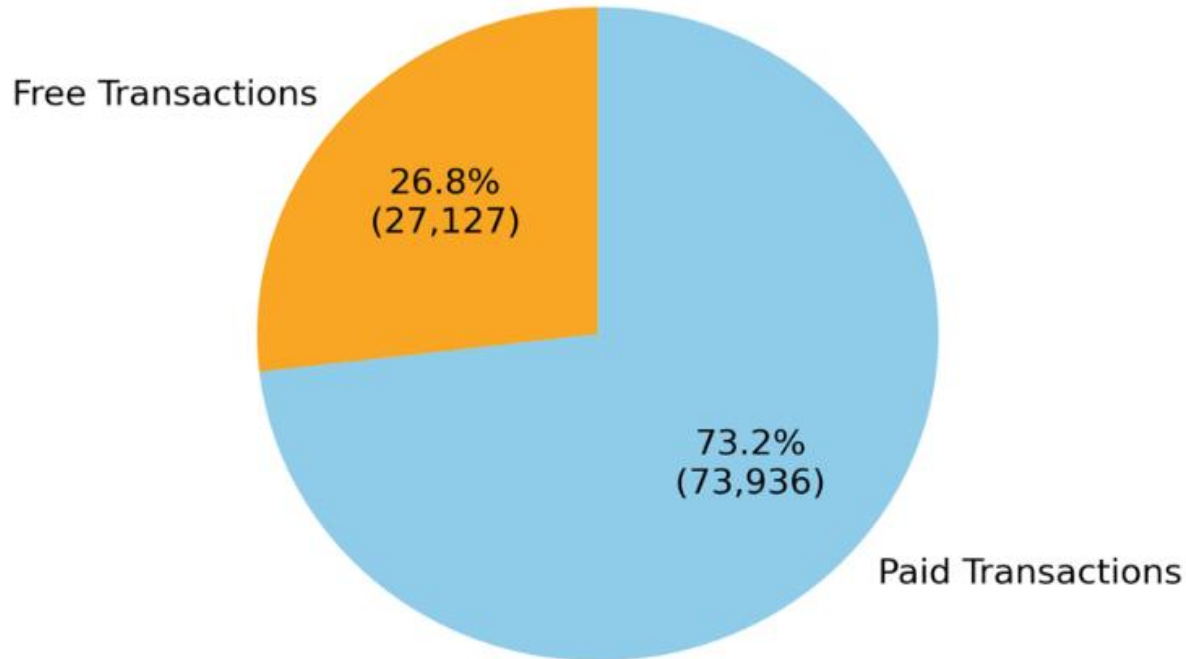
## PARKING ZONE BY MONTH (FREE & PAID SESSIONS)



# DATA & STATISTICS

## RATIO OF PAID VS. FREE TRANSACTIONS

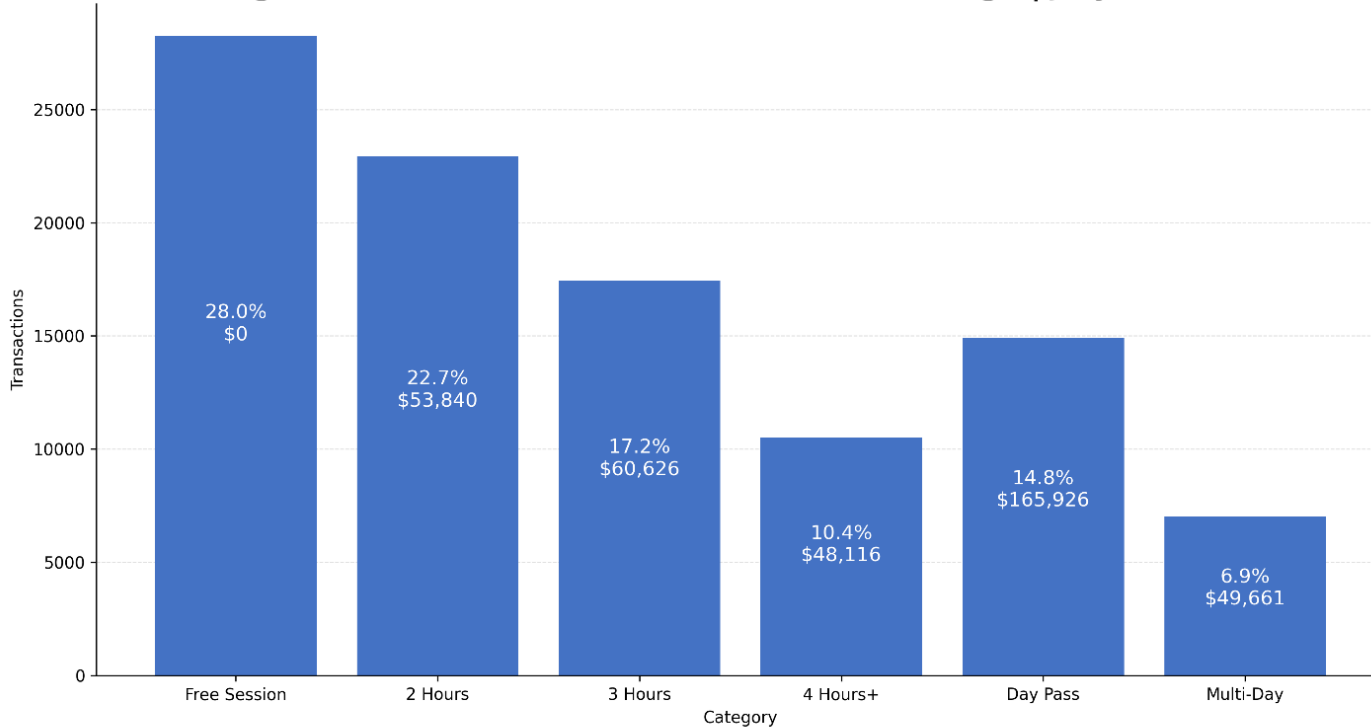
Total Transactions : 101,063



# DATA & STATISTICS

## HOW LONG ARE PEOPLE PARKING FOR?

How Long Did a Customer Park For? (Flowbird + LAZgo | July thru Dec 2025)



**FINAL TOTALS — Transactions: 101,063 | Revenue: \$378,169.05**

# ENFORCEMENT STATISTICS



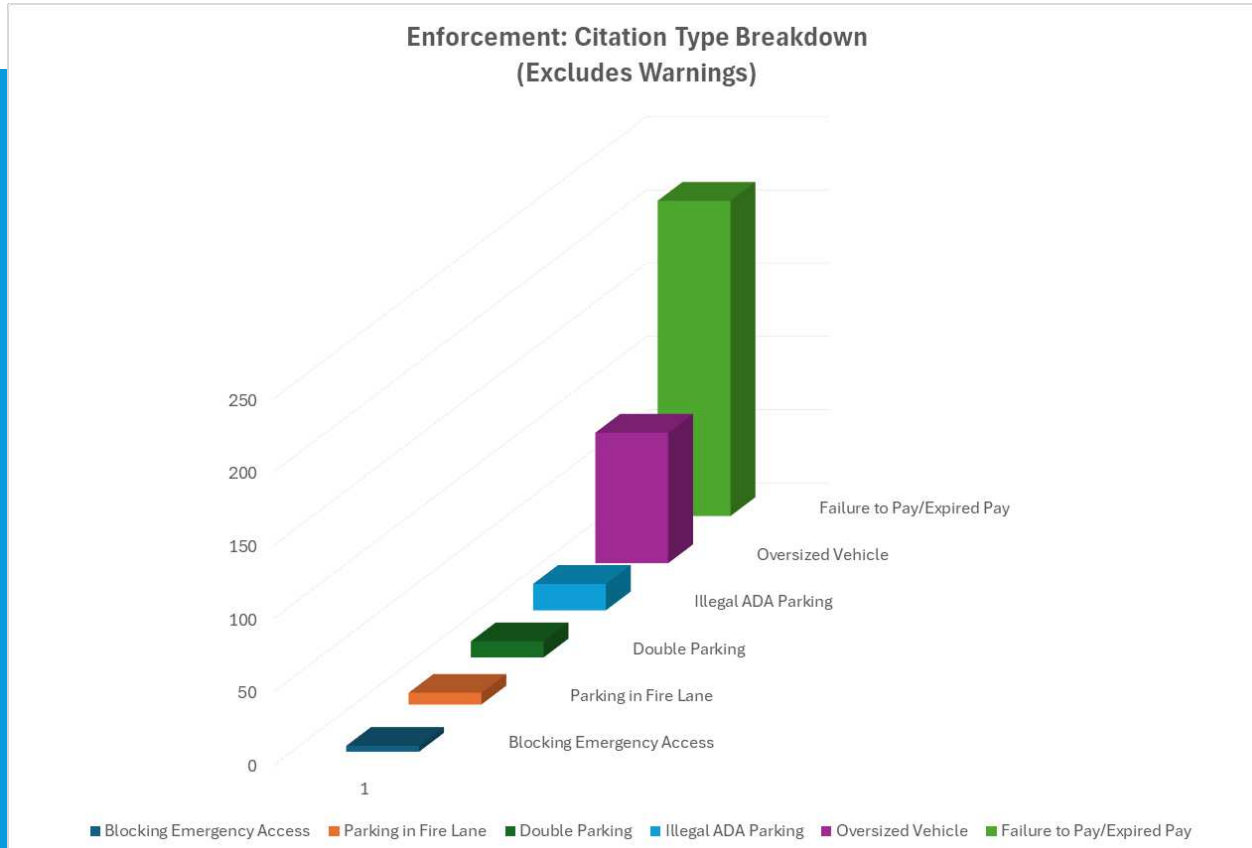
- For all of July, issued only warning citations (informal and not tied to license plates).
- In August, formal warnings issued for failure to pay and actual citations for:
  - Red zones
  - Illegal ADA parking
  - Oversized vehicles
- Starting September, citations issued for failure to pay/expired payment.
- Ratio of Warnings to Citations:

Violation Type Breakdown	Number
Blocking Emergency Access	5
Parking in Fire Lane	8
Double Parking	12
Illegal ADA Parking	18
Oversized Vehicle	90
Failure to Pay/Expired Payment	215
Failure to Pay/Expired Payment Warnings	3242

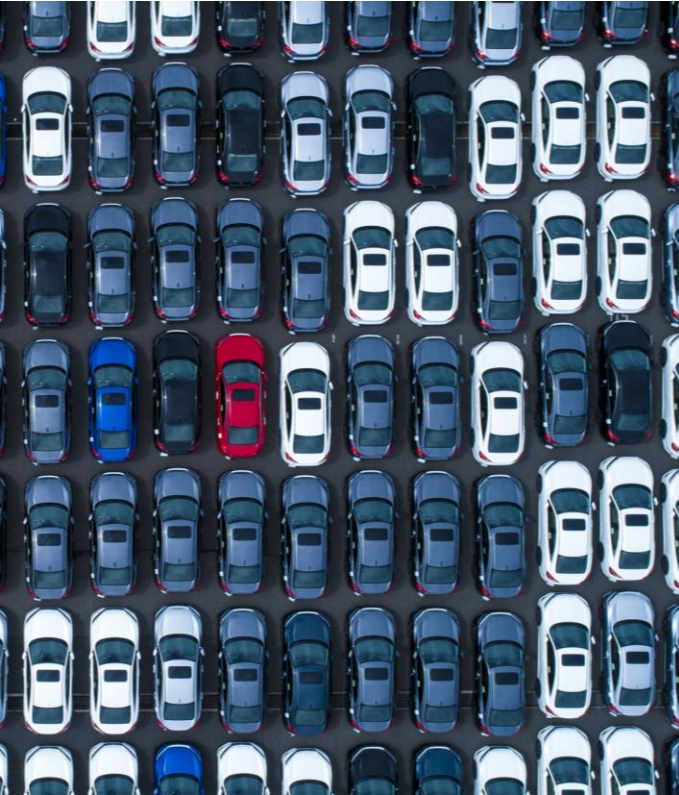
**90% Warnings:** Visitors are still arriving without knowing paid parking exists.

# ENFORCEMENT STATISTICS

## Excluding Warnings



# FISCAL IMPACT (GROSS REVENUE)



## Gross Revenue

- Program was predicted to earn \$940,000 per year w/o validation.

## Effects of Validation (Free Short-Term Parking) on Revenue:

- Validation (<1 hour free) reduces revenue to \$800,000 per year.
- Current estimate for FY25-26: \$802,100
- Free parking for visitors staying less than 1 hour is likely having a significant positive impact on visitor behavior (e.g. continued patronage, vehicle turnover).

## Citation Revenue:

- Staff made no projection for citation revenue in FY25-26.
- To date, \$2,953 received in net citation revenue.

# FISCAL IMPACT (OPERATING COSTS)

## Operating Costs

- The contract with LAZ Parking is a combination of upfront costs, fixed annual costs, and per-transaction costs.
- Total estimated costs \$1,260,000 for the initial 3-year period.
- To date, \$422,075 in payments made to LAZ, including \$209,366 for procurement of required assets (kiosks, vehicle, etc.)
- Other expenses outside the contract include:
  - Parade of Lights Shuttle: \$2,406
  - Additional signage: \$6,069
  - Change orders...



# FISCAL IMPACT (OPERATING COSTS)



## Change Orders

- To date, the District has authorized \$92,983 in change orders, which included:
  - 3 additional pay stations
  - Additional signs
  - Significant increase in LAZ ambassador staff to support customers during the roll out, random weekday patrols of launch ramp.
  - Customer service during Parade of Lights & Winter Wonderland
- Staff anticipate that further costs will be incurred by the program as we continue to ensure an optimal visitor experience.

**ADA PARKING** 

IS SUBJECT TO THE SAME PARKING FEES AS OTHER STALLS

THE VENTURA PORT DISTRICT IS COMMITTED TO SUPPORTING ACCESSIBILITY.

PATRONAGE OF VENTURA HARBOR FUNDS PROJECTS LIKE:

- ACCESSIBLE PATHWAYS AT THE VILLAGE & BEACHES
- ACCESSIBLE EV CHARGING STATIONS
- BEACH ACCESS MATS & BEACH WHEELCHAIRS
- UPGRADED RESTROOMS
- ADA BEACH SHOWERS

WE HOPE YOUR EXPERIENCE WITH US WILL BE IMPROVED BY THESE AMENITIES

**THANK YOU FOR VISITING!**



**NO PARKING OF OVERSIZED VEHICLES**

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No trailers/RV's. No double parking, VHO SEC 1003

**BOAT TRAILERS EXEMPT**

# FISCAL IMPACT (NET REVENUE)

- Due to the acquisition of equipment at the beginning of the contract, the program is still net negative at the end of December 31, 2025
- This is consistent with Staff's assumptions.
- Staff estimate that the net revenue for FY25-26 to be \$192,335, which is less than Staff's projections at the time of contract award (which were \$367,478) due to change orders and validation (<1 hour free).



# QUESTIONS & DISCUSSION

# PUBLIC COMMUNICATION STANDARD ITEM 2

00 : 03 : 00

# STANDARD AGENDA ITEM 2

Report by:  
Todd Mitchell, Deputy General Manager

## PARKING MANAGEMENT PLAN UPDATE

### RECOMMENDATION:

That the Board of Port Commissioners receive and file a report on the Parking Management Plan implementation through December 31, 2025.



VENTURA  
PORT DISTRICT

*Established 1952*

**ADJOURNMENT**  
**NEXT MEETING FEBRUARY 18, 2026**

**Ventura Harbor**

GATEWAY TO THE CHANNEL ISLANDS NATIONAL PARK