



VENTURA
PORT DISTRICT

Established 1952

**BOARD OF PORT COMMISSIONERS
SPECIAL MEETING
CLOSED SESSION @ 5:15PM
JULY 15, 2026**

Ventura Harbor

GATEWAY TO THE CHANNEL ISLANDS NATIONAL PARK

PUBLIC COMMUNICATION CLOSED SESSION AGENDA

00 : 03 : 00



VENTURA
PORT DISTRICT

Established 1952

**BOARD OF PORT COMMISSIONERS
REGULAR MEETING
CLOSED SESSION @ 5:30PM
JULY 15, 2026**

Ventura Harbor

GATEWAY TO THE CHANNEL ISLANDS NATIONAL PARK

PUBLIC COMMUNICATION CLOSED SESSION AGENDA

00 : 03 : 00



VENTURA
PORT DISTRICT

Established 1952

**BOARD OF PORT COMMISSIONERS
REGULAR MEETING
OPEN SESSION @ 6:00PM
JULY 15, 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
July 15, 2026 Agenda**

**Approval of Minutes
July 1, 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 Requests
- b) Approval of Payments for June 2026
- c) Approval of Amendment No. 2 to the Retail Lease Agreement with Louise Gaye Clanton and Tracy Lanquist dba “Ventura Swimwear”
- d) Award of Bid for the FY2026-2027 Security Services at Ventura Harbor Village and Marina
- e) Adoption of Resolution No. 3560 Accepting the Work of Riviera Construction for the 1559 Spinnaker Drive Suite 101 Exterior and Interior Improvements Project

PUBLIC COMMUNICATION CONSENT AGENDA

00 : 03 : 00

CONSENT AGENDA ITEMS

- a) Approval of Out-of-Town Travel Requests
- b) Approval of Payments for June 2026
- c) Approval of Amendment No. 2 to the Retail Lease Agreement with Louise Gaye Clanton and Tracy Lanquist dba “Ventura Swimwear”
- d) Award of Bid for the FY2026-2027 Security Services at Ventura Harbor Village and Marina
- e) Adoption of Resolution No. 3560 Accepting the Work of Riviera Construction for the 1559 Spinnaker Drive Suite 101 Exterior and Interior Improvements Project

PORTSIDE VENTURA UPDATE

RECOMMENDATION:

That the Board of Port Commissioners receive an update on Portside Ventura activities and operations.

STANDARD AGENDA ITEM 1

Report by:

Brian D. Pendleton, General Manager
Michael Sondermann

PUBLIC COMMUNICATION STANDARD ITEM 1

00 : 03 : 00

PORTSIDE VENTURA UPDATE

RECOMMENDATION:

That the Board of Port Commissioners receive an update on Portside Ventura activities and operations.

STANDARD AGENDA ITEM 1

Report by:

Brian D. Pendleton, General Manager
Michael Sondermann

STANDARD AGENDA ITEM 2

Report by:

Brian D. Pendleton, General Manager
John Higgins, Chief

PREPARING FOR THE AMENDMENT OF ORDINANCE NO. 44

RECOMMENDATION:

That the Board of Port Commissioners receive a report on Ordinance No. 44 and the Ventura Port District's intent to prepare an amendment of Ordinance No. 44.

PURPOSE

- Update the District's primary regulatory ordinance governing harbor activities.
- Originally adopted in **2004**
- Last comprehensive update completed in **2008** (Ordinance No. 47)
- Revisions needed to reflect current operations, legal authority, and Parking Management Plan implementation.

PUBLIC ADOPTION PROCESS

CALIFORNIA HARBORS & NAVIGATION CODE §6309.2

Before adoption, the proposed ordinance must:

- ✓ Be published in its entirety **three times**
- ✓ Published in a newspaper of general circulation
- ✓ First publication at least **20 days** before the public hearing
- ✓ Second and third publications at **7-day intervals**
- ✓ Public hearing held before Board adoption

WHY UPDATE THE ORDINANCE?

Reasons for Update

- Implement Parking Management Plan regulations
- Incorporate recommendations from the Inner Harbor Navigation Safety Study
- Clarify District authority and enforcement provisions
- Modernize language throughout the ordinance
- Remove provisions outside the District's legal authority

DISTRICT AUTHORITY

CALIFORNIA HARBORS & NAVIGATION CODE §6309

Authorizes the District to regulate:

- Vehicle parking
- Vehicle and vessel operation
- Vessel berthing
- Fire safety
- Discharge of sewage and waste
- Littering

Violations

- Infractions
- Maximum fine: **\$100** (§6309.4)

Enforcement

- Citations may be issued by the District Manager, Harbormaster, or authorized representatives (§6309.6)

MAJOR PROPOSED UPDATES

Administrative & Authority

- Clarify authority (Sections 103–106)
- Remove Section 107 (Peace Officer language)

Parking & Vehicles

- Align oversized vehicle definitions with the City of Ventura
- Update overnight parking regulations
- Add paid parking zone regulations

Vessels

- Update abandoned and unseaworthy vessel regulations
- Restrict houseboats and floating residential structures
- Clarify vessel and vehicle repair restrictions

ADDITIONAL CHANGES

Operational Updates

- Protected swimming areas
- Permitting authority
- Vandalism provisions
- Violation language
- Citation appeals process (new Article 11)

Goal

- Create a clearer, more enforceable ordinance that reflects current harbor operations and applicable law.

NEXT STEPS

Staff Actions

- Complete draft revised Ordinance No. 44
- Update penalty (fine) schedule
- Review with legal counsel
- Remove provisions outside District authority, as appropriate
- Coordination with:
 - District Legal Counsel
 - Division of Boating and Waterways
 - City of Ventura

September Board Meeting

- Staff will return requesting adoption of a Resolution to:
- Initiate the required public notice process
- Schedule a public hearing for ordinance adoption

PROPOSED TIMELINE

Step	Timing
Draft ordinance completed	Summer
Board authorizes public notice	September (2 nd meeting)
Newspaper publication (3 times)	Following Board action
Public Hearing	After publication requirements are met
Ordinance becomes effective	Per Board action and state law

PUBLIC COMMUNICATION STANDARD ITEM 2

00 : 03 : 00

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Duration:

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03



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TimeUp Reminder (Optional):

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STANDARD AGENDA ITEM 2

Report by:

Brian D. Pendleton, General Manager
John Higgins, Chief

PREPARING FOR THE AMENDMENT OF ORDINANCE NO. 44

RECOMMENDATION:

That the Board of Port Commissioners receive a report on Ordinance No. 44 and the Ventura Port District's intent to prepare an amendment of Ordinance No. 44.

**VENTURA PORT DISTRICT 5-YEAR OBJECTIVES FISCAL
YEAR 2025-2026 REPORT**

RECOMMENDATION:

That the Board of Port Commissioners receive and file the Ventura Port District 5-Year Objectives report for Fiscal Year 2025-2026.

**STANDARD
AGENDA
ITEM
3**

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



QUARTERLY UPDATE: Strategies to the 5-Year Objectives

Fiscal Year 2025 - 2026

Board of Commissioners Meeting

July 2026

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
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	GM & DGM & Commissioners attended 3 CMANC conferences. DGM continues to be on CMANC Executive Board (Past Chair)
	USACE District, Division & HQ meetings and communication	As needed or 2 times per year	Communication & coordination through winter dredging program. Ongoing communication USACE LA District regarding annual dredging (including funding) and breakwater inspection & repair. Facilitated USACE getting Regional Water Quality permit in time for dredging.
	Engagement of Lobbyist to provide representation with the Federal Government and Congress	Monthly	Meetings with Congressman Carbajal and staff for Senators Padilla and Schiff during CMANC DC trip as well as other meetings within California. Monthly reports from Carpi & Clay.
	Advocating for full funding of VPD entrance channel in President's Budget	Q1 2023 and annually	2026 funding secured, dredging completed. At CMANC DC, GM advocated for FY27 funding w/USACE, representatives and President's Office of Management and Budget (OMB). OMB did not fund Ventura for FY27. Senators Padilla & Schiff both have asked for earmark funding.
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 completed 2 years (July 1, 2023, through June 30, 2025) as Chair and is beginning 2 nd year as Past Chair.
	Committee lead and/or Executive Board role at CMANC	By next Board Election Q4 2022	DGM completed 2 years (July 1, 2023, through June 30, 2025) as Chair and is beginning 2 nd year as Past Chair. Will co-chair an ad hoc committee for succession planning for the Executive Director.
3. Ventura Port District Dredging	Regularly assess and maintain safe navigational conditions within harbor entrance, sand trap, and inner harbor.	Annually	Annual inner harbor survey completed in 2026 – conditions are good. Working with City staff as they plan for Keys dredging in future years. HM & SHPO routinely monitor the depths throughout the Harbor and Sand Trap to ensure we provide notice should any hazards develop. HM worked with Manson Dredging Heavy Equipment operators to bury debris before the beginning of the dredging. This resulted in a cost savings to the District.

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
1. Collaborate with business partners and stakeholders through increased engagement, communication, and participation.	Village tenant meetings	Quarterly	Hosted 2026 Annual Tenant Reception with multiple businesses receiving recognition milestone plaques. Sent out Monthly Village Tenant Newsletters. Spring Tenant Meet Up to reviewed tenant and public survey data and receive input for annual visitation plan.
	Celebrate DEI through recognition of dates and events of cultural significance	Annual Visitation Plan for Ventura Harbor Village Q2 2023	Cultural Celebrations: Lunar New Year (Scavenger Hunt) ; Martin Luther King Jr. Day (Chalk Art); Black History Month (Live Music); International Women’s Day (Village Photo + Live Music); Women’s History Month (Blog/Social) ; Asian American & Pacific Islander Heritage Month (Activation) ; Pride Month (Activation/ Social); Mental Wellness Month (Activation/Social)
	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 on Harbor websites.
	Harbor tenant education and advocacy re: implementation of sustainability practices e.g. CA Green Business Network, Surfrider Foundation Ocean Friendly Restaurants program	Q1 2023 tenant meetings and forward	No activity this period
2. Collaborate with City, regional, state, and federal agency officials in pursuit of mutually beneficial projects, programs	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 (December ’24) that includes Harbor zoning updates as requested by GM. GM & DGM meet bi-monthly with Community Development leadership to discuss current/future projects. Monthly meetings with Marina West team on Parcel 17 planning.
	Collaborate with other harbors and special districts on best management practices, legislative impacts and funding opportunities	Monthly	Continued partnership with Port of Hueneme on Fisheries project. HM/HP staff provided 9 days of training to Ventura City Fire in Marine Firefighting & Fireboat 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. HM has reached out to Ventura City Fire Chief to discuss updating MOU. HM participating in Local Hazard Mitigation Planning with the goal of the Port District becoming a standalone Agency.
	Port Commission updates to Ventura City Council	Bi-Annual <u>Annual</u>	Chair, Vice-Chair, GM & DGM to present update to City Council members on July 7, 2026

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	Preparing for next bi-annual workshop September 26, 2026.
	Mid-term Objective evaluation	Q3-Q4 2024	Public and Civic Engagement Plan (PCEP) updated on December 10, 2025, at Board Meeting.
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	Multiple successful internal/external recruitments successfully completed with only 2 HPO3 positions outstanding at end of year. HM maintains an interest card online submission for future recruitments on the vpdhp.org website. Staff reaches out to interested parties to give advice how to prepare for these jobs.
	Annual review and updates to HR Manual, Fee Schedule , Board Protocols Manual, Public and Civic Engagement Plan, and other District policies.	Q3-Q4 and annually	Staff worked with LCW to complete annual updates to HR Manual which the Board approved at the April 4, 2026, meeting. Board reviewed and approved updated Fee Schedule October 1, 2025.

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	Over the past year, staff have hosted 3 meetings with all squid fishery businesses from Ventura and Port of Hueneme regarding modernization project. Meetings have included commercial fisheries advocacy groups. Staff continue to monitor and communicate with the squid offloading industry to ensure compatibility with the Port. HM worked with local lobster fishers to stage traps and load them at the conclusion of the lobster season.
	Engagement with sustainable aquaculture industry interests at Ventura Harbor	As received	April 15, 2026, Board received presentation from Ocean Rainforest on decommissioning of the prior pilot project and permitting application for full-scale farm proximate to Ventura Harbor.
	Monitor legislative and regulatory changes potentially impacting commercial fishing and sustainable aquaculture	Monthly	Staff monitoring recommendations for changes to squid fishery practices for increased sustainability. Staff tracking State 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. HM & DGM joined the VCCFA as a supporter and attends meetings both virtually and in-person.
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 prepared a Port Infrastructure Development Program grant application for fish pier redevelopment in September 2025 (unsuccessful) and reapplied in June 2026. Hosted visit from MARAD director to tour project site and plans and to introduce to both boatyards to assist with their applications for the Small Shipyard Grant.
	Master planning for growth of commercial fishing and sustainable aquaculture capital improvements	Q1/Q2 2025	Staff working with engineers on solving for truck traffic challenges (left turns to Spinnaker). Continue to evaluate Traffic Safety, and Boat Communications and Coordination that will be needed with modernization project. Marina staff also being trained to respond to pollution calls.
	Identify and pursue grant/funding opportunities to implement capital infrastructure needs for commercial fishing and sustainable aquaculture	Q2 2023 and on-going	Staff prepared a Port Infrastructure Development Program grant application for fish pier redevelopment in September 2025 (unsuccessful) and reapplied in June 2026. Hosted visit from MARAD director to tour project site and plans and to introduce to both boatyards to assist with their applications for the Small Shipyard Grant.
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 2025	In September 2025, NOAA certified the Final Programmatic Environmental Impact Statement (PEIS) for the California Aquaculture Opportunity Area(s) in Southern California including 8 in the Santa Barbara Channel.
	Knowledge, experience, and technology transfer with aquaculture industry and stakeholders	Ongoing Resource	Maintain and update venturaharbor.com website to include aquaculture research and proposed project(s) information.

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 approved in July 2025 CCC hearing. Approved assignment of lease to Suntex May 20, 2026. Facilitated extension to landside CDP for parcel. Oversight of VH Marine Fuel Tank replacement in conjunction with Safe Harbor and stakeholders.
	Coordination with Portside on commercial tenant leasing	Q1 2022 to Q4 2023	GM conducts biweekly meetings re: commercial leasing, monument/wayfinding signage, and banner program. Monument signs at Schooner & Spinnaker complete. Presentation to Board set for July 15, 2026.
	Strategic planning meetings between master tenants and District staff	Q2 of each year	Facilitated 2 presentations by Marina West to the Board in July & September 2025. Staff continuing to work with Ventura West Marina to support entitlements, CDP permit from CCC and meet Surplus Land Act requirements.
2. Evaluate opportunities for Parcel Development	Evaluate master planning opportunities in conjunction with current and future leasehold development	Annually	District staff has monthly meetings with Marina West Lessee TBBW and Aldersgate for Parcel 17 pursuant to ENA for landside development.
	Master planning for Parcel 5 development	Commencing Q2 2023	RRM Design Group's park final designs submitted to City for building & safety review in June 2026.
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	Met with multiple vendors regarding possible changes to parking lot and Promenade lighting. Installed new solar-powered hybrid lighting at new Dry Boat Storage lot. 2 new EV vans and 3 new hybrid trucks purchased for Facilities during period. HM continues to stay abreast of new technology related to vessels and propulsion. To date there have been great advances but none currently can meet the demands of our Harbor Patrol Fleet.
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	Facilitated letter of completion from City to Derektor as part of sale to Suntex for WaterPure easements. Awaiting City updates on plans for new water treatment facility at SE corner of Harbor and Spinnaker. HM & HP staff assist City Water Staff with accessing the Santa Clara River for regular water testing from a small boat. HP staff provided similar assistance to VC Vector Control.

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.	Work with NPS and ferry operator on cross-promotional activities to increase attraction of visitors to the Harbor	Q2 2023 to Q2 2024	Cross-promoted Winter & Summer Whale Watching via Island Packers + promoted Island Packers Excursions via multiple Harbor Village activations and Annual Seaside Vacay Giveaway. Spring Break promoted Island trips & visitation. Promote National Park Visitor Center operating hours and plant sale.
	Work with NPS to provide/upgrade visitor educational signage along pedestrian areas	Q3-Q4 2023	Requested NPS staff to replace/revitalize signage within Harbor Village.
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	Early discussions with NPS staff about 2-year lease extension for both offices and/or possible reduction in footprint. Continued engagement with NPS staff on impacts to parking at 1431 during fuel tank project and commercial fisheries modernization. Worked with NPS to host Ventura County Special Districts Association meeting at NPS Visitors Center. HM coordinated with NPS in the response and staging of resources for the wildland fire on Santa Rosa Island
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	HM & HP staff have continued to work with CA State Parks to provide multiple deliveries of a 5-day beach safety program for underserved youth. HM works with NPS weekly to facilitate loading their landing craft at the launch ramp to transport important supplies, equipment, vendors to the islands to enhance and improve Island resources. HM provided resource staging locations for Santa Rosa Fire equipment.
	Explore potential enhancements of Ventura Harbor Ecological Reserve with City (owner)	Q3 2023	No action this period.

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 continue to advocate for City Public Works investment in City streets (including bicycle and pedestrian improvements) within District. Commercial fisheries modernization project to include localized improvements to bicycle and pedestrian movement adjacent to the project including a new traffic signal.
	Advocate to the City to repave Spinnaker and Navigator Drive.	Q3-Q4 2022 and ongoing	City performed pothole repairs on Spinnaker Dr. just prior to '25 Parade of Lights. December '25 flooding event at intersection of Harbor/Spinnaker resulted in significant impacts to Navigator, Holiday Inn Express and to Safe Harbor Marina's Promenade. On-going advocacy b/t District and City for repairs/improvements.
	Coordinate with City on planning for active transportation network improvements	Q4 2023	Commercial fisheries modernization project to include localized improvements to bicycle and pedestrian movement adjacent to the project including a new traffic signal. HM & DGM introduced the idea of adding a second left turn on outbound Spinnaker to improve outbound peak traffic flow.
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	HM worked to ensure the Summer 2026 beach bus programs for the Cities of Santa Clarita and Thousand Oaks continued. Thousand Oaks has increased their visits due to the positive feedback from their residents. Both use designated drop off/pick up spots.
	Advocate to the City to improve bicycle, pedestrian access, and safety along and crossing Spinnaker Drive.	Q3-Q4 2022 and ongoing	Board and staff continue to advocate for City Public Works investment in Spinnaker Drive including Class IV separated bike lane.
	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	Land-based shuttle provided between 19A, Portside, and Safe Harbor Marina for Parade of Lights.
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	Parking program completes 1 st year of Village, beaches, launch ramp operations.
	Implement Parking Management Services	Q1 2025 to Q3 2025	Parking program completes 1 st year of Village, beaches, launch ramp operations. Provided informational presentation to Board December 8, 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.	Q3 2025	Projects complete. Grant funding received.
	Seek grant funding opportunities to transition to zero-emission equipment.	Q1 2025 and ongoing	Continue exploring opportunities with VC Air Pollution Control District for lawn and garden equipment exchange program vouchers (change to zero-emissions).
	Continue transition of District Fleet Vehicles to Hybrid or EV.	Annually as part of CIP	2 new EV vans and 3 new hybrid trucks purchased for Facilities during period.
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	Board and staff continue to advocate for City Public Works investment in Spinnaker Drive including Class IV separated bike lane. Staff have provided Public Works information on grant opportunities. Staff also investigating opportunities for grant from Coastal Conservancy for California Coastal Trail.
	Identify and apply for grants that align with Board-approved 5-year CIP.	Q2 2022 Ongoing	Staff annually applying for SAVE boat disposal program. Staff pursued Land and Water Conservation Fund grant for grass area next to building 1591 (unsuccessful) and submitted 2 PIDP grant applications for fish pier.
3. Leasing/Property Management	Prepare, approve and implement Annual Leasing/Property Management Action Plan	Q2 2023 and Annually	Board approved new Real Estate Leasing Policy for Village. Continuing to use CoStar and LoopNet for enhanced property marketing. Staff began offering pop-up agreements to prospective retail tenants for the vacant suites early in 2025. One pop-up successfully converted to long-term tenancy.
	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	Board approved staff's recommended FY26-27 Leasing Strategy. Conducted showings and rapid response to all inquiries. Active prospecting outreach including physical mailers, cold-calls, conference attendance, and in-person visitation to restaurants to recruit for 1575 Spinnaker. Ongoing attendance at Ventura Chamber Connection monthly breakfasts, Board meetings, and 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	Staff worked with BAS and Yardi to transition the accounting and leasing activities in Yardi in July 2025 and completed the software migration. Over 86 leases have been entered into and invoiced through Yardi, staff is currently configuring more reports for leasing activities statistics and entering leasing prospect data to utilize the system further. Accounting is continuously learning and implementing new ways Yardi can assist in electronic workflows and reduce paper-based processes.
	Implementation of new Tenant Portal with the new accounting/property management software.	Q2 2025 through Q1 2026	Yardi tenant portal web design and tenant roll out completed. Currently 96% of VHV tenants are registered on the tenant portal. 88% pay their rent through the portal. Of the tenants with sales percent rent, 97% of those registered on the portal also report monthly sales through the portal. Staff continue to strive for 100% registration, remit of payments, and sales reporting through the portal.
5. Financial Reporting	Stakeholder budget workshops	Q2 and annually	Budget Study Session completed on May 6, 2026, as part of annual budget process. Preliminary and final budgets approved in June '25.
	Periodic reports to Board and public on financial position, audits, and budget.	Quarterly	Quarterly financial statements dated 09/30/25, 12/31/25, and 03/31/26 were presented to the Board on 11/12/25, 02/18/26, and 05/20/26, respectively. The Preliminary FY25-26 budget was presented to the Board on 06/03/26 with final budget presented on 06/17/26. The draft FY24-25 audit was presented to the Board on 06/03/26 with the final audit being presented on 07/01/26. Preliminary quarterly financial statements for 06/30/26 are estimated to be presented to the Board on or by 09/16/26. Final FY25-26 audit is estimated to be presented to the Board on or by 01/20/27.
	Annual review of District bonds, debt position, restructuring opportunities and CalPERS obligations.	Q2 and annually or as needed	In FY24-25, the Board authorized staff to initiate investment in CLASS investment pool to diversify investment portfolio. In FY25-26, this account is earning similarly to VPD's other investment accounts with LAIF. Staff continue to monitor debt position and analyze future financial needs. FY25-26 estimated Debt Service Ratio is 316.7%, well over the requirement of 115%.

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	Q3 2023 and ongoing	Multiple Capital projects completed and partially funded by grants: launch ramp restrooms and wash down stations, ADA path of travel connecting Launch Ramp to portside complete. Surfers Knoll shower, access, and restroom upgrades. New EV chargers in VHV have added additional ADA parking spaces w/chargers. All parking kiosks ADA compliant.
	Evaluate new ADA improvement requirements for District properties and update Capital Improvement Plan to address.	Q4 2024 and ongoing	6 ADA improvement projects identified in 5-Year Capital and ADA Improvements Plan. 1559 Spinnaker Courtyard priority project for coming year.
	Village Promenade/Trail/Security physical upgrades, including sustainability enhancements	Q4 2024 onwards	All trash receptacles along Promenade given artistic wraps. Facilities coordinating with local artist to mural paint recently exchanged SCE transformers with nautical theme art. GM doubled Security Coverage and focused on enhancing the safety and security of visitors.
	Complete infrastructure upgrades (ADA Compliance and Parking Improvements per CIP)	Q4 2025	Converted the former dry storage area into a new, ADA-compliant launch ramp overflow parking lot. Installed new ADA-compliant showers, code-compliant stairs, and a new ADA-compliant concrete ramp at Surfer's Knoll.
	Complete Village Tenant Signage, Awnings	Q4 2024	Staff have engaged artist to add new artistic signage throughout the Village. Facilities continues to improve lighting to benefit tenant signs.
	Evaluate opportunities for renewable energy/energy storage infrastructure for Village; implement drought tolerant landscaping and related irrigation systems.	Q3 2022 through Q4 2027	Facilities continued to replace inefficient lighting with LED lighting in several locations in Harbor, including launch ramp restrooms, as well as the restrooms at Harbor Cove. Facilities continue to monitor native plants within beach dunes. Facilities has transitioned various planters in the village to sustainable landscaping and irrigation and will continue to work with landscape architect on additional drought-tolerant landscaping changes in Village.
	Increase internet connectivity throughout harbor.	Q3 2025	Staff have met with Spectrum Business to provide additional fiber optic infrastructure in VHV. Challenges relating to right-of-way yet to be resolved.
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	Ongoing fulfillment of VHV approved Visitation Plan. Collected data, research, surveys, and tenant input to develop FY26-27 Annual Village Visitation Plan. Presented and approved by the Board in June.
	Implement seasonal décor at Ventura Harbor Village and Spinnaker Drive	Q4 2022 and annually	Installation of multiple promenade sign messages annually, installation of the SEAsenal holiday décor in November '25 - January '26, Mermaid Month Installations. Assisted with the visuals for the 1575 construction fencing, building renderings , Leasing & beauty shots.

PUBLIC COMMUNICATION STANDARD ITEM 3

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**VENTURA PORT DISTRICT 5-YEAR OBJECTIVES FISCAL
YEAR 2025-2026 REPORT**

RECOMMENDATION:

That the Board of Port Commissioners receive and file the Ventura Port District 5-Year Objectives report for Fiscal Year 2025-2026.

**STANDARD
AGENDA
ITEM
3**

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



ADJOURNMENT
NEXT MEETING SEPTEMBER 2, 2026

Ventura Harbor
GATEWAY TO THE CHANNEL ISLANDS NATIONAL PARK