



Regular Public Session of March 26, 2024

**Santa Cruz Port Commission
MINUTES**

Commission Members Present:

Stephen Reed	Chair
Dennis Smith	Vice-chair
Toby Goddard	Commissioner
Reed Geisreiter	Commissioner
Darren Gertler	Commissioner

REGULAR PUBLIC SESSION – 5:30 PM

Chair Reed convened the regular public session at 5:30 PM at the Harbor Public Meeting Room, 365 A Lake Avenue, Santa Cruz CA (hybrid meeting platform).

1. Pledge of Allegiance
2. Oral Communication

Vice-chair Smith expressed his appreciation for the Port District's letter to the California Fish and Game Commission opposing the proposed Marine Protective Area Regulation Change Petition 2023-33MPA (item 16a).

Commissioner Gertler stated that he attended (virtually) the California Fish and Game Commission Marine Resources Committee Meeting on March 19, 2024, and participated in the discussion regarding the evaluation process for proposed Marine Protected Area (MPA) regulation change petitions.

CONSENT AGENDA

3. Approval of Minutes
 - a) Special Public Budget Meeting of February 6, 2024
 - b) Special Closed Meeting of February 13, 2024
 - c) Special Closed and Regular Public Meeting of February 27, 2024
4. Approval of Month-to-Month Rental Agreement for 2222 East Cliff Drive, Suite 212 (Tenant: Martha Macambridge)

MOTION: Motion made by Commissioner Goddard, seconded by Commissioner Gertler to approve consent agenda items 3 and 4.
- *Motion carried unanimously.*

REGULAR AGENDA

5. Consideration of 6-Pak Charter Permit Application – Windfall Charters (A. Dahlen)

Discussion: Harbormaster Anderson requested that the Commission consider authorization of a 6-pak charter operation in the south harbor. He stated that approval of this request will have minimal impact on parking in the area near B-Dock.

Vice-chair Smith expressed support for approving the proposed charter operation.

MOTION: Motion made by Vice-chair Smith, seconded by Commissioner Geisreiter to approve the south harbor charter operation (6-pak) for Adam Dahlen of Windfall Charters.

- *Motion carried unanimously.*

6. Approval of Resolution 24-02 – Opposing Proposed Removal of Mile Buoy

Discussion: Port Director MacLaurie thanked U.S. Coast Guard Auxiliary Commodore Wally Smith and Division Commander Jane Smith for promptly notifying the Port District of the Coast Guard's proposal to remove the Mile Buoy.

Mr. Smith stated that he received confirmation from the Coast Guard that due to the overwhelming amount of public outreach in support of the navigation aid remaining, the buoy will not be removed at this time.

Despite receiving notification of the Coast Guard's intent to continue servicing the Mile Buoy, there was consensus among the Commission to approve Resolution 24-02 to memorialize the Port District's position.

MOTION: Motion made by Commissioner Geisreiter, seconded by Commissioner Goddard to approve Resolution 24-02.

- *Motion carried unanimously.*

7. Award of Contract for Concession Lot Pavement Repairs (NTE \$195,300)

Discussion: Port Director MacLaurie stated that maintenance crews have identified that the entirety of the concession parking lot is in need of paving repairs.

Facilities Maintenance & Engineering (FME) Manager Wulf stated that in order to facilitate the work, the concession parking lot and all access points will be closed for the duration of the project (approximately 5 days), which is anticipated to be scheduled following Spring break in late April. He stated that staff will perform outreach to tenants in an effort to mitigate project impacts.

In response to a question posed by Commissioner Goddard, Port Director MacLaurie stated that informal bidding procedures were utilized, as the estimated project value was less than \$200,000.

Commissioner Goddard commended the ongoing paving projects and expressed appreciation for their continuation.

MOTION: Motion made by Commissioner Goddard, seconded by Vice-chair Smith to authorize the Port Director to execute the contract documents with Granite Construction; and authorize a not-to-exceed amount of \$195,300 for paving repairs from the Capital Improvement Project fund for the amount of the contract.

- *Motion carried unanimously.*

8. Approval of Cash/Payroll Disbursements – February 2024 (*There was no discussion on this agenda item*)

MOTION: Motion made by Commissioner Geisreiter, seconded by Vice-chair Smith to approve cash and payroll disbursements for February 2024, in the amount of \$1,327,623.68.

- *Motion carried unanimously.*

INFORMATION

9. Port Director's Report

Verizon Wireless

Port Director MacLaurie stated that representatives from Verizon Wireless have offered the District \$10,000 to reinstate negotiations for the installation of a cell tower in the vicinity of the O-Dock restroom. Given the protracted negotiations to date, the Commission indicated that there is no longer interest in pursuing negotiations.

Site Visit – U.S. Army Corps of Engineers (USACE)

Port Director MacLaurie stated that the USACE has scheduled a site visit for March 27, 2024. Chair Reed and Commissioner Goddard confirmed their interest in attending.

Harbor Cove HOA

Commissioner Geisreiter expressed support for maintaining good working relationships with neighboring property owners. He stated that he is supportive of the Port Director drafting a written agreement following the Good Neighbor Fence Law for cost-sharing provisions with the Harbor Cove HOA.

10. Harbormaster's Report

Harbormaster Anderson stated that there is a Senate Committee hearing on April 3, 2024, regarding SB 1066, which would shift responsibility for disposing of marine flares from local government to marine flare manufacturers.

Harbormaster Anderson stated that on April 11, 2024, the Pacific Fisheries Management Council will provide their final determination for the rockfish season structure.

11. Facilities Maintenance & Engineering Manager's Report

Facilities Maintenance & Engineering (FME) Manager Wulf stated that despite multiple equipment failures this season, the dredge crew is making significant progress in addressing the entrance channel shoaling.

Chair Reed expressed his appreciation to the dredge crew for their hard work.

12. Sea Scouts' Biannual (*There was no discussion on this agenda item*)
13. Financial Reports (*There was no discussion on this agenda item*)
 - a) Comparative Seasonal Revenue Graph
 - b) Review of FY24 Budget Impacts – Salmon Season Closure
 - c) LAIF Statement
 - d) CLASS Statement
14. Delinquent Account Reporting (*There was no discussion on this agenda item*)
15. Harbor Patrol Incident Response Report – February 2024 (*There was no discussion on this agenda item*)
16. Written Correspondence
 - a) Letter to California Fish and Game Commission from Chair Reed

Commissioner Goddard thanked staff for preparing the opposition letter. He recommended that the Commission consider adding a future calendar item to discuss the adoption of a Legislative Advocacy Policy, which would allow staff to promptly respond to important legislative issues as they arise.

17. Port Commission Review Calendar / Follow-Up Items (*There was no discussion on this agenda item*)

Chair Reed adjourned the regular public session at 6:08 PM.

Stephen Reed, Chair



TO: Port Commission
FROM: Holland MacLaurie, Port Director
DATE: April 15, 2024
SUBJECT: Rejection of Bids for I-Dock Restroom Rehabilitation Project

Recommendation: Reject the bids for the I-Dock Restroom Rehabilitation Project.

BACKGROUND

The Port District maintains seven boater restroom/shower facilities throughout the harbor. During the January 15, 2022, tsunami, the boater restroom/shower facilities at I-Dock, J-Dock, and X2-Dock were damaged after being inundated with saltwater after the tsunami surge rose approximately four feet above the breakwater. As a result, the facilities were inspected, and a phased rehabilitation plan was developed. The I-Dock facility was prioritized for repair/upgrade in FY25.

On March 18, 2024, the Port District solicited bids on a formal basis for the I-Dock Restroom Rehabilitation Project to facilitate renovations to the existing I-Dock facility, including interior repairs, siding repairs, and accessibility improvements. The project is permitted under the Port District's Regional General Permit, and the Engineer's Estimate for the project is \$400,000.

On April 15, 2024, the following two bids were received for the project:

- CWS Construction: \$818,000
- SSB Construction: \$994,334

Both bids exceed the Engineer's Estimate for the project, as well as available funding in the Capital Improvement Program (CIP).

ANALYSIS

As of April 1, 2024, the CIP had \$316,509 allocated to restroom rehabilitation. Based on the two bids that were received, adequate funding is not available to complete the work. Supplemental funding options, such as utilizing approximately \$500,000 in unrestricted cash, would be required to move this project forward.

Staff recommends that the Commission reject all bids and authorize staff to re-bid the project at a future date in accordance with Section 22038 of the Public Contract Code.

IMPACT ON PORT DISTRICT RESOURCES

There is no impact on Port District resources associated with rejecting all bids for this project.



TO: Port Commission
FROM: Holland MacLaurie, Port Director
DATE: April 15, 2024
SUBJECT: Approval of Claim – C. Santos

Recommendation: Approve the claim submitted by C. Santos (\$3,047.00).

BACKGROUND

On April 1, 2024, Mr. Conrad Santos' vehicle sustained damage after being struck by a Port District maintenance vehicle.

On April 4, 2024, Mr. Santos submitted an initial claim to the District in the amount of \$4,399.80 for body damage to the vehicle. The initial claim was paid in accordance with Port Commission Policy No. 1030, which provides that the Port Director may resolve property damage claims that do not exceed \$5,000 in value.

At the time of initial claim resolution, it was anticipated that additional damage to the vehicle's convertible soft top may be uncovered. Staff directed Mr. Santos to submit a subsequent claim in the event that damage to the convertible soft top was discovered.

On April 6, 2024, Mr. Santos submitted a second claim to the District in the amount of \$3,047.00 for damage to his vehicle's convertible soft top, including tension straps and cables.

ANALYSIS

An estimate for repairs from Lotts Auto & Stereo is included as Attachment A.

Since the combined total of the initial claim and second claim exceeds the \$5,000 threshold set forth in Policy No. 1030, staff is seeking Port Commission approval of the \$3,047 claim.

IMPACT ON PORT DISTRICT RESOURCES

Though this is an unanticipated expense, sufficient funds exist in the FY25 budget to pay the cost of this claim.

ATTACHMENTS: A. Repair Estimate from Lotts Auto & Stereo



TO: Port Commission
FROM: Holland MacLaurie, Port Director
DATE: April 16, 2024
SUBJECT: Approval of Contract Change Order for Concession Lot Pavement Repairs
(NTE \$16,700)

Recommendation: *Authorize the Port Director to execute a contract change order with Granite Construction for the Concession Lot Pavement Repair Project, increasing the not to exceed amount from \$195,300 to \$212,000.*

BACKGROUND

At its regular public session of March 26, 2024, the Port Commission approved a contract with Granite Construction for pavement repairs in the concession parking lot in an amount not to exceed \$195,300. Work as part of this project is scheduled to commence during the week of April 22, 2024.

As part of this project, staff is proposing to have Granite Construction trench (and backfill) a 93' section of pavement from the back gate to the lot's center island to allow Port District maintenance crews the ability to install two new 1" conduit runs to facilitate relocation of one pay-on-foot parking station.

ANALYSIS

There are currently two pay-on-foot parking stations located in the concession parking lot. The pay-on-foot parking station located adjacent to the Beach Market (2210 East Cliff Drive) is often difficult to use due to its south facing position, which creates extreme screen glare from the sun. Attempts to reduce screen glare have been implemented (i.e., shade screens), but none have proved to be viable long-term solutions.

Staff is proposing to relocate the south facing pay-on-foot parking station to a more central, north facing location in the concession parking lot (adjacent to SUP Shack at 2214 East Cliff Drive). Relocating the equipment will improve user experience and eliminate the potential for screen glare.

Trenching and backfill work will be required to install new conduit runs to the new pay-on-foot parking station location. Granite Construction is available to perform the necessary trenching and backfill work as part of the pavement repair project in the concession lot. Trenching and backfill work performed by Granite Construction will not exceed \$16,700.

IMPACT ON PORT DISTRICT RESOURCES

Though this is an unanticipated expense, sufficient funds exist in the FY25 Capital Improvement Program to pay for the work.

Santa Cruz Port District
Accounts Payable Monthly Check Register
 March 2024

Date	No.	Vendor	Description	Amount
3/1/2024	59560	Kevin Antos	Vessel Engine Repair	\$ 650.00
3/8/2024	59561	Alberi, Steve	Security Deposit Refund	\$ 100.00
3/8/2024	59562	Amazon Capital Services	Sump Pumps, Ratchet Wrench, Flange Kit, Air Compressor Accessories, Angle Grinder, Wrench Set, Mechanic's Tool Set, Steel Plug Set, <i>Squirt</i> Heater Fuel, Switch Gauge	\$ 1,712.11
3/8/2024	59563	B & B Small Engine	Chainsaw Repair	\$ 9.50
3/8/2024	59564	Bay Building Janitorial, Inc.	Janitorial Services, Refuse Collection	\$ 12,918.66
3/8/2024	59565	Bay Plumbing Supply, Inc.	Cable Ties, Hose Bibs, X-Dock Shower Cartridge	\$ 231.91
3/8/2024	59566	Bayside Oil II, Inc.	Waste Oil Disposal, <i>Twin Lakes</i> Engine Oil, Boatyard Hazardous Waste Disposal	\$ 3,123.85
3/8/2024	59567	Big Creek	Rowing Dock Lumber	\$ 69.47
3/8/2024	59568	California State Parks	2023 Lifeguard Services	\$ 18,542.31
3/8/2024	59569	Carpi & Clay	Washington Representation	\$ 800.00
3/8/2024	59570	Central Coast Systems	Quarterly Alarm System Monitoring	\$ 210.00
3/8/2024	59571	Central Home Supply	Landscaping Mulch	\$ 579.78
3/8/2024	59572	Citi Cards	Breakroom Supplies	\$ 217.25
3/8/2024	59573	Comcast	Business Internet	\$ 170.95
3/8/2024	59574	County of Santa Cruz DPW	Hazmat Disposal	\$ 171.61
3/8/2024	59575	County of Santa Cruz DPW	Annual Sanitation Charges (\$102,379.08 Tenant Reimbursable)	\$ 126,557.42
3/8/2024	59576	County of Santa Cruz DPW	Annual Sanitation Charges (\$10,606.04 Tenant Reimbursable)	\$ 14,669.15
3/8/2024	59577	Darco Printing & Paper	Waitlist Cards	\$ 99.64
3/8/2024	59578	Data Ticket, Inc.	Citation Processing (January)	\$ 315.00
3/8/2024	59579	David Hill	Training Expense Reimbursement: Perishable Skills Course	\$ 215.64
3/8/2024	59580	Downey Brand	Legal Consultation	\$ 3,564.00
3/8/2024	59581	Dredging Supply Company, Inc.	<i>Twin Lakes</i> Power Supply, Rack, Remote	\$ 1,782.38
3/8/2024	59582	Ewing Irrigation Products, Inc.	Weed Abatement Supplies	\$ 195.53
3/8/2024	59583	FedEx	Shipping	\$ 114.55
3/8/2024	59584	Garda CL West, Inc.	Deposit Courier Service	\$ 762.61
3/8/2024	59585	Gottlieb, Landon	Training Expense Reimbursement: Perishable Skills Course	\$ 30.38
3/8/2024	59586	GP Crane & Hoist	Quarterly Hoist Inspection (\$259.46 Tenant Reimbursable)	\$ 389.19

Santa Cruz Port District
Accounts Payable Monthly Check Register
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Date	No.	Vendor	Description	Amount
3/8/2024	59587	Grainger	Work Gloves, Disposable Gloves, Scratch Brushes, Work Boots	\$ 966.23
3/8/2024	59588	Hose Shop	<i>Twin Lakes</i> Christmas Tree Valve & Hose Fittings, Flange Kit	\$ 401.05
3/8/2024	59589	Gordon Hoyt	Security Deposit Refund	\$ 289.50
3/8/2024	59590	John Haynes	Training Expense Reimbursement: Perishable Skills Course	\$ 45.35
3/8/2024	59591	Peter Kellison	Security Deposit Refund	\$ 303.00
3/8/2024	59592	King's Paint & Paper, Inc.	413 Lake Avenue, Suite 108 - Interior Paint	\$ 113.29
3/8/2024	59593	Large's Metal Fabrication, Inc.	Aerator Steel Rod, Metal Plates for Tide Numbers, Metal for Pile Rings	\$ 4,076.25
3/8/2024	59594	Lawson	Hose Fittings, Flange, Pipe Fittings	\$ 1,049.92
3/8/2024	59595	Linde Gas & Equipment, Inc.	Welding Gas	\$ 694.28
3/8/2024	59596	McMaster-Carr Supply Company	Hazmat Disposal Equipment, <i>Twin Lakes</i> Christmas Tree Hydraulic Valve & Hardware, Fuses, Electrical Tape	\$ 963.13
3/8/2024	59597	Mid County Auto Supply	Standby Generator Battery, Lubricant, Brushes, Standby Generator Filters, Thread Locker, Disposable Gloves, Oil, Windshield Wiper Fluid	\$ 561.53
3/8/2024	59598	Mission Uniform Service	Uniform Service, First Aid Supply, Uniform Pant Replacement, Uniform Shirt Replacement	\$ 548.76
3/8/2024	59599	Monterey Bay Marine	Dredge Skiff Diagnostics	\$ 100.00
3/8/2024	59600	Capital One Trade Credit - OSH	Spray Paint, Stencils, Aerator Bolts, Lubricant, Flap Wheels	\$ 217.02
3/8/2024	59601	Pacific Gas & Electric Company	Utilities	\$ 2,570.06
3/8/2024	59602	Pagoda Technologies Inc	Monthly Technical Support, Annual Microsoft Office Subscription, (5) Desktop Computers	\$ 16,985.32
3/8/2024	59603	Peterson	<i>Twin Lakes</i> Oil Filters, Dozer Inspection	\$ 2,844.29
3/8/2024	59604	PORAC Legal Defense Fund	Association Dues (Payroll Deduction)	\$ 336.00
3/8/2024	59605	Powertherm Maxim	<i>Twin Lakes</i> Silencer Fittings	\$ 1,454.32
3/8/2024	59606	San Lorenzo	Aerator Hardware, Lumber, Plywood	\$ 245.32
3/8/2024	59607	Santa Cruz Fire Equipment Company	Fire Extinguisher Service	\$ 233.50
3/8/2024	59608	Santa Cruz Municipal Utilities	Utilities	\$ 8,920.74
3/8/2024	59609	Staples Business Advantage	Office Supplies, Boatyard Printer	\$ 561.04
3/8/2024	59610	Stephen Reed	Travel Expense Reimbursement: California Marine Affairs & Navigation Conference Airfare	\$ 430.80
3/8/2024	59611	Mark Tepper	Legal Consultation	\$ 2,200.00
3/8/2024	59612	The Home Depot Pro Institutional	Janitorial Supplies	\$ 3,288.43

Santa Cruz Port District
Accounts Payable Monthly Check Register
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Date	No.	Vendor	Description	Amount
3/8/2024	59613	Total Secure Technology	Annual Calyptix & PCMatic License, E-mail Scanning & Backup, Technical Support (January - February)	\$ 5,382.36
3/8/2024	59614	Triton Construction	Designated Operator Services	\$ 300.00
3/8/2024	59615	Tyson & Mendes, LLP	Legal Consultation	\$ 480.00
3/8/2024	59616	US Relay	Webcam Service	\$ 484.00
3/8/2024	59617	Valley Pacific Petroleum Services, Inc.	<i>Twin Lakes</i> Hydraulic Oil	\$ 1,149.31
3/8/2024	59618	Mark Larsen DBA: Viking	Window Cleaning	\$ 150.00
3/8/2024	59619	Pamela Welsh	Security Deposit Refund	\$ 396.80
3/8/2024	59620	West Coast Wire Rope	Wire Rope	\$ 1,133.25
3/8/2024	59621	West Marine Pro	Antenna Mounts, Rust Protection, Marine Battery Charger, Signal Horn, Bottom Paint, <i>Scout</i> Chart Plotter, <i>Scout</i> Electrical Panel Replacement, Fuel Line Connectors, Hose Clamp, Fuel Line, Dredge Skiff Caulking	\$ 1,706.40
3/8/2024	59622	West Marine Pro	Boatyard Retail Items	\$ 34.44
3/8/2024	59623	Andrew Wright	Security Deposit Refund	\$ 229.80
3/15/2024	59624	Employee #1901	Compensatory Time Payout	\$ 836.33
3/22/2024	59625	Ace Portable Services	Portable Toilet Rental	\$ 359.34
3/22/2024	59626	Allied Administrators for Delta Dental	Dental Insurance	\$ 3,020.12
3/22/2024	59627	Amazon Capital Services	Breakroom Supplies, Anti-Seize Lubricant, Saw Blades, Letter Stencils	\$ 233.13
3/22/2024	59628	AT&T	Telephone	\$ 866.70
3/22/2024	59629	First-Citizens Bank & Trust Co.	Telephone System Lease	\$ 323.09
3/22/2024	59630	B & B Small Engine	Chainsaw, Fuel Cap	\$ 9.57
3/22/2024	59631	Bay Plumbing Supply, Inc.	Fill Valve Kit, Ball Valve	\$ 30.06
3/22/2024	59632	Bow Wow Pet Waste Products	Pet Waste Station Bags	\$ 210.88
3/22/2024	59633	Brass Key Locksmith, Inc.	Dock Gate Locks	\$ 338.03
3/22/2024	59634	Comcast	Business Internet	\$ 402.61
3/22/2024	59635	Complete Mailing Service	Statement Mailing & Postage, Rate Increase Letter Mailing & Postage	\$ 1,802.92
3/22/2024	59636	County of Santa Cruz Auditor	Citation Tax (January - February)	\$ 3,576.00
3/22/2024	59637	County of Santa Cruz DPW	Hazardous Waste Disposal	\$ 116.50
3/22/2024	59638	Dredging Supply Company, Inc.	<i>Twin Lakes</i> Transmitter & Switch, Touch Screen Replacement, Coil Valve Driver	\$ 4,275.68
3/22/2024	59639	Elevator Service Company	Monthly Service	\$ 500.00

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Date	No.	Vendor	Description	Amount
3/22/2024	59640	FedEx	Shipping	\$ 148.98
3/22/2024	59641	Grainger	Dock Gate Closer	\$ 634.20
3/22/2024	59642	Gsolutionz	Telephone System Maintenance	\$ 262.85
3/22/2024	59643	Home Depot Credit Services	Hammer Drill, Rust Killer, Aerator Brackets, Paint Brush, Landscaping Plants, Bench Grinder, Saw Blades, Screwdrivers, Paint Rollers	\$ 975.58
3/22/2024	59644	Independent Electric Supply, Inc.	Wall Plate Covers	\$ 9.41
3/22/2024	59645	John Jacobs	Credit Balance Refund	\$ 25.00
3/22/2024	59646	Koffler Electrical Mechanical	Standby Generator Repair	\$ 1,760.00
3/22/2024	59647	McDermott, Dick	497 Lake Avenue Installment Payment	\$ 4,535.45
3/22/2024	59648	McMaster-Carr Supply Company	Hazmat Disposal Supplies, Jet Pump Breaker Hardware, Pipe Weight Bolts	\$ 778.54
3/22/2024	59649	Mid County Auto Supply	Maintenance Vehicle Oil Filter, Wrenches, Forklift Starter, Diesel Exhaust Fluid	\$ 450.56
3/22/2024	59650	Mission Uniform Service	Uniform Service, First Aid Supply, Uniform Shirt Replacement	\$ 533.83
3/22/2024	59651	Monterey Bay Analytical Services	Stormwater Testing	\$ 364.00
3/22/2024	59652	Operating Engineers Local Union No. 3	Union Dues (Payroll Deduction)	\$ 276.00
3/22/2024	59653	Capital One Trade Credit - OSH	Gas Caps	\$ 11.31
3/22/2024	59654	Pacific Gas & Electric Company	Utilities	\$ 22,923.99
3/22/2024	59655	Pagoda Technologies Inc	Server System Extended Warranty	\$ 2,725.80
3/22/2024	59656	Red Wing Shoe Store	Dredge & Maintenance Work Boot Replacements (2 pairs)	\$ 593.39
3/22/2024	59657	Riverside Lighting & Electric	Circuit Finder, Aerator Cord, Restraints, Plugs, Lubricant, Wire Nuts, Connectors, Heat Lamps, Electrical Boxes	\$ 728.04
3/22/2024	59658	Noah Sadler	Credit Balance Refund	\$ 25.00
3/22/2024	59659	SC Fuels	Fuel Dock Gas & Diesel	\$ 31,175.55
3/22/2024	59660	Santa Cruz Municipal Utilities	Utilities	\$ 12,415.93
3/22/2024	59661	South Bay Regional Public Safety Consortium	Perishable Skills Training Course	\$ 2,221.36
3/22/2024	59662	Staples Business Advantage	Office Supplies	\$ 138.79
3/22/2024	59663	Svendsen's Marine & Industrial Supply	Boatyard Retail Items	\$ 8.85
3/22/2024	59664	Syn-Tech Systems, Inc	Fuelmaster Support	\$ 48.00
3/22/2024	59665	The Home Depot Pro Institutional	Janitorial Supplies	\$ 1,568.87
3/22/2024	59666	Total Secure Technology	Launch Ramp Webcam Hosting (October 2022 to March 2024)	\$ 464.13

Santa Cruz Port District
Accounts Payable Monthly Check Register
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Date	No.	Vendor	Description	Amount
3/22/2024	59667	Townley Engineering & Mfg. Co., Inc.	16" Flexible Dredge Hoses	\$ 39,663.03
3/22/2024	59668	Valley Pacific Petroleum Services, Inc.	Hydraulic Oil	\$ 1,149.29
3/22/2024	59669	Verizon Wireless	Cellphone & Tablet Service	\$ 317.64
3/22/2024	59670	West Marine Pro	Uniform Jacket, Flange, Corrosion Protectant, <i>Dauntless</i> VHF Radio, Epoxy, Fuses, Switches, <i>Twin Lakes</i> Electrical Connector & Switch	\$ 671.56
3/22/2024	59671	Wilson Walton International, Inc.	<i>Twin Lakes</i> Control Board	\$ 717.25
3/5/2024	Various	Various Employees	2/16/24-2/29/24 Payroll	\$ 76,143.12
3/20/2024	Various	Various Employees	2/16/24-2/29/24 Payroll	\$ 72,391.17
3/1/2024	EFT	Cardconnect	RV Park Credit Card Fees	\$ 1,294.08
3/1/2024	EFT	ElectronicPayments	Fuel Dock Credit Card Fees	\$ 315.49
3/1/2024	EFT	Gravity Payments	Front Desk Credit Card Fees	\$ 2,449.58
3/1/2024	EFT	Merchant Services	Boatyard Credit Card Fees	\$ 338.45
3/1/2024	EFT	Merchant Services	CALE Credit Card Fees	\$ 451.71
3/1/2024	EFT	Merchant Services	Online Billpay Credit Card Fees	\$ 278.07
3/1/2024	EFT	Transaction Express	Online Billpay ACH Fees	\$ 710.11
3/1/2024	EFT	Windcave, Inc.	Concession Lot Credit Card Fees	\$ 1,732.35
3/1/2024	EFT	Windcave, Inc.	Concession Lot Credit Card Device Fees	\$ 535.88
3/5/2024	EFT	CalPERS	Health Insurance	\$ 51,315.76
3/5/2024	EFT	CalPERS	Retirement Contributions (Employer & Employer)	\$ 10,158.25
3/5/2024	EFT	CalPERS	Retirement Contributions (Employer & Employer)	\$ 8,102.93
3/5/2024	EFT	CalPERS	Retirement Contributions (Employer & Employer)	\$ 2,003.01
3/5/2024	EFT	CalPERS	457 Contributions (Payroll Deduction)	\$ 4,481.92
3/5/2024	EFT	Empower Retirement	457 Loan Repayments (Payroll Deduction)	\$ 475.89
3/5/2024	EFT	PAYCHEX	Payroll Service Fees	\$ 662.60
3/5/2024	EFT	PAYCHEX	2/16/24-2/29/24 Payroll Direct Deposit	\$ 36,388.99
3/5/2024	EFT	PAYCHEX	2/16/24-2/29/24 Payroll Taxes	\$ 6,124.88
3/7/2024	EFT	California State Disbursement Unit	Wage Garnishment	\$ 88.06

Santa Cruz Port District
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Date	No.	Vendor	Description	Amount
3/7/2024	EFT	Comerica Commercial Card Services	WhenIWork Subscription, Perishable Skills Training Lodging, California Society for Municipal Finance Officers Annual Membership, Zoom Subscription, Recruitment Advertising, Commission Meeting Refreshments, <i>Patrol Boat Kinnamon</i> Bottom Paint, Key & Lock Replacement, Cell Phone Charger, California Marine Affairs & Navigation Conference Registration Refund, Boatyard Sweeper Brushes, Boatyard Rental Sander Repair, Shipping, Dredge Staff Crane Certification & Recertification Courses, Flashing, Float Switch, Hazmat Pump, Dredge Staff Work Boots, <i>Twin Lakes</i> Panel Heater, Office Supplies, Storage Bins, Equipment Grease, Forklift Repair Part	\$ 10,024.11
3/10/2024	EFT	Campspot	RV Park Software Monthly Fees	\$ 351.00
3/10/2024	EFT	Gravity Payments	Front Desk Credit Card Gateway Fee	\$ 24.26
3/11/2024	EFT	Comerica Bank	Service Charges	\$ 847.92
3/20/2024	EFT	California State Disbursement Unit	Wage Garnishment	\$ 239.25
3/20/2024	EFT	California State Disbursement Unit	Wage Garnishment	\$ 125.00
3/20/2024	EFT	CalPERS	Retirement Contributions (Employer & Employer)	\$ 9,579.66
3/20/2024	EFT	CalPERS	Retirement Contributions (Employer & Employer)	\$ 7,529.49
3/20/2024	EFT	CalPERS	Retirement Contributions (Employer & Employer)	\$ 1,941.99
3/20/2024	EFT	CalPERS	457 Contributions (Payroll Deduction)	\$ 4,425.62
3/20/2024	EFT	Empower Retirement	457 Loan Repayments (Payroll Deduction)	\$ 475.89
3/20/2024	EFT	PAYCHEX	Payroll Service Fees	\$ 698.32
3/20/2024	EFT	PAYCHEX	Time & Attendance Fees	\$ 119.90
3/20/2024	EFT	PAYCHEX	2/16/24-2/29/24 Payroll Direct Deposit	\$ 33,922.86
3/20/2024	EFT	PAYCHEX	2/16/24-2/29/24 Payroll Taxes	\$ 6,115.53
3/30/2024	EFT	Windcave, Inc.	Concession Lot Credit Card Gateway Fee	\$ 501.92
Total March 2024 Disbursements				\$ 748,636.54



TO: Port Commission
FROM: Holland MacLaurie, Port Director
DATE: April 8, 2024
SUBJECT: Port Director's Report – April 23, 2024

U.S. Army Corps of Engineers (USACE) Update

On Wednesday, March 27, 2024, LTC Timothy Shebesta of the US Army Corps of Engineers toured the harbor and reviewed the District's dredge operation. Chair Reed, Commissioner Goddard, and staff led an informative visit, which highlighted the successful partnership that exists between the Port District and the Corps.

As part of the MOU renewal process, the Corps is required to complete an economic update to determine the Federal interest and cost-sharing determination for the operation and maintenance of the federal entrance channel. The economic report is nearing completion and indicates that the Federal share for purposes of reimbursement will remain at 35%. Pending finalization of the economic report, approval of the new agreement is still anticipated to occur later this year.

Insurance Update – Non-Renewing Notice

With the exception of Marine General Liability (MGL) and Excess Liability coverage, all insurance policies have been bound for the term April 1, 2024, to March 31, 2025. The current carriers of the Port District's MGL and Excess Liability policies have provided extended coverage through May 17, 2024, at a cost of approximately \$53,000, while the District's insurance broker markets the renewal. Additionally, staff is exploring pooled liability coverage through the District's current Workers' Compensation provider, Special District Risk Management Authority (SDRMA).

Grant Update

Over the last several months, staff has been working with the District's grant consultant to determine if two proposed projects (West Side Seawall and East Side Embankment) would be competitive under the Port Infrastructure Development Program (PIDP) grant. After extensive outreach and review of the Notice of Funding Opportunity, it has been determined that the Port District will not be competitive under this grant and will need to pursue alternate funding opportunities for the proposed projects.

Dredge Extension

An extension to the dredge season through May 24, 2024, has been requested. Final approval from all regulatory agencies is pending.

2023 Storm Disaster – Closeout / Payment

The Port District has received notification from FEMA/CalOES that reimbursement for all projects under the 2023 storm disaster declaration, totaling \$597,776, is anticipated in the coming weeks. Upon receipt of the unanticipated revenue, staff will propose funding allocations for Commission review and approval.

Auditor

After reviewing proposals from three accounting firms, the Port District has selected Nigro & Nigro to facilitate the Port District's FY24 financial audit. The firm has extensive experience conducting audits for California special districts, including Ventura Port District, San Mateo Harbor District, Soquel Creek Water District, and San Lorenzo Valley Water District to name a few.



TO: Port Commission
FROM: Blake Anderson, Harbormaster
DATE: April 12, 2024
SUBJECT: Harbormaster's Report

Mile Buoy Removal Averted

On Friday, March 29, 2024, the Coast Guard announced that the Santa Cruz Lighted Whistle Buoy (Mile Buoy) will not be removed. The announcement came after overwhelming public support in favor of the buoy remaining in our local waters. The Coast Guard has indicated that every ten years Aids to Navigation are evaluated for their utility, so it's likely we may see another proposal for removal in the future.

UPDATE: California Senate Bill 1066 Marine Flare Producer Responsibility Act

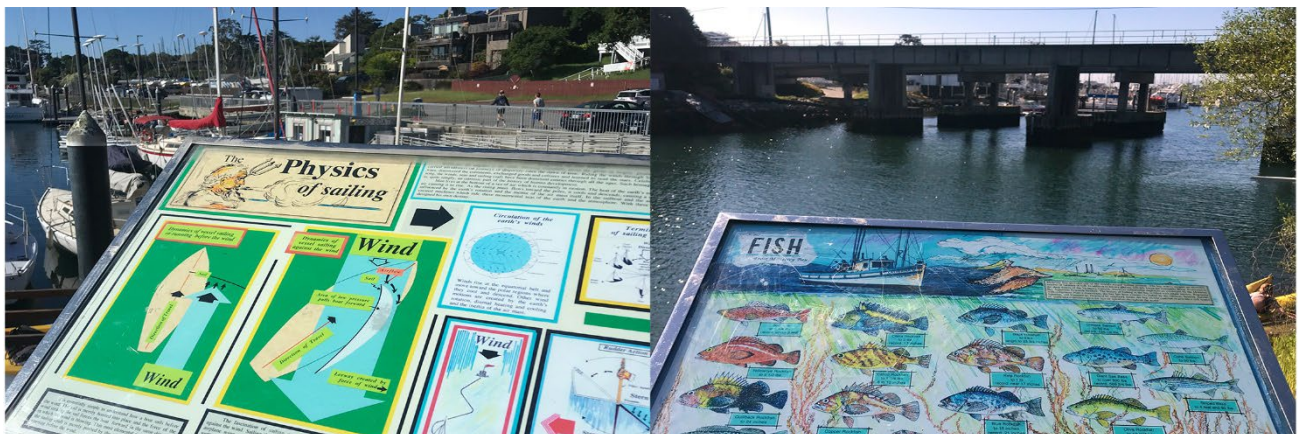
California Senate Bill 1066 unanimously passed the Senate Environmental Quality Committee on April 4, 2024. The legislation would require flare manufacturers to create a producer responsibility plan for the collection, transportation, and safe management of expired flares. The bill will go to the Senate Judiciary Committee for consideration on April 16, 2024.

Fireworks Display – City of Santa Cruz

In recognition of the Giant Dipper's 100th birthday, the Santa Cruz Beach Boardwalk will be hosting a fireworks display on Saturday, May 18, 2024, starting at 9:00 pm. Staff expects increased boating activity during the event and is coordinating with the Santa Cruz Fire Department to ensure the safety of mariners viewing the display.

Interpretive Walking Tour Refresh

Staff recently replaced the self-guided interpretive walking tour illustrated signs throughout the harbor. Every few years, staff replaces and rearranges the stations with these vibrant, educational illustrations, which were created by Ed Larson decades ago. The new signs were printed on metal and are fade-resistant.



Welcome Peter Replogle!

The Port District would like to welcome Peter Replogle to the operations team as the new boatyard crew member. Peter fills Nick Henning’s position, as Nick has been promoted to Boatyard Supervisor. A native of Santa Cruz, Peter has worked in the boating industry since 2015, and is a graduate of The Northwest School of Wooden Boat Building in Port Townsend, Washington. He also served eight years in the Army as an electronics technician.



Fishery Update

The Pacific Fisheries Management Council (PFMC) meeting concluded on April 11, 2024. PFMC made the determination to, once again, close all salmon fishing off the California coast in 2024 due to low stock abundance. We are hopeful that we will see a full and prosperous season in 2025.

With conclusion of the PFMC meeting, the rockfish season structure has finally been established for the Monterey Bay area:

Apr. 1 – Apr. 30	May 1 – Sept. 30	Oct. 1 – Oct. 31	Nov. 1 – Nov. 30	Dec. 1 – Dec. 31
50 fathoms offshore only fishery	20 fathoms inshore only fishery	50 fathoms offshore only fishery	20 fathoms inshore only fishery	50 fathoms offshore only fishery

The 2024 commercial Dungeness crab fishery closed on April 8, 2024, due to an increase of observed humpback whales within the management area.

In positive news, Bluefin tuna have begun to appear in our local waters. Schools of fish have been reported near the canyon edges and if the weather provides access to the grounds, we can expect increased launch and visitor berthing activity.

Fisheries Report

The fisheries report consists of data from two sources: the Department of Fish and Wildlife (DFW) and the H&H Fresh Fish (resident fish buyer). The data from DFW is partially redacted in accordance with federal fisheries laws. Data is considered confidential when less than three separate vessels land species at any one port. For species landed by three or more separate vessels, the full data is made public and includes weight and value. For other data, the species landed is shown with no weight data.

Landings continued on the next page.

March 2024 – Total Port Landings:

Species	Weight (lbs.)	Ex-Vessel (per lbs.)	Approx. Value
Dungeness Crab	19,876.93	\$4.62	\$91,746.05

Total Reported: 19,876.93 lbs. Total Ex-Vessel: \$91,746.05

Species also landed* - Rock Crab, Rockfish (various), Sablefish (blackcod)

**weight and value data redacted by Fish and Wildlife pursuant to Fish and Game Code, Section 8022.*

March 2024 – Resident Buyer Landings:

Species	Weight (lbs.)	Ex-Vessel (per lbs.)	Approx. Value
Dungeness Crab	19,355.45	\$4.60	\$89,035.07
Rock Crab	797.30	\$3.00	\$2,391.90
Rockfish (various)	4,768.50	\$2.50	\$11,921.25

Total Reported: 24,921.25 lbs. Total Ex-Vessel: \$103,348.22



TO: Port Commission
FROM: Carl Wulf, Facilities Maintenance & Engineering Manager
DATE: April 23, 2024
SUBJECT: Facilities Maintenance & Engineering Manager's Report

Dredging Operations:

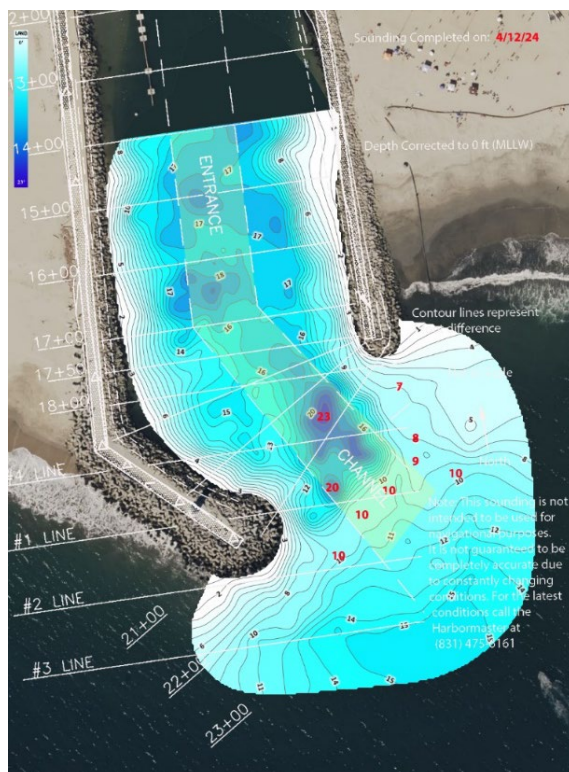
Twin Lakes

The dredge crew has been working hard to address the entrance channel shoaling and has made significant progress deepening the center channel.

On Friday, April 12, 2024, the crew noticed that the mounting rings for the Christmas tree had started to separate from the dredge. Cracks had appeared and the tabs were pulling away. The components were removed, repaired, and then reinstalled by staff on Tuesday, April 16, 2024, and dredging resumed on Wednesday, April 17, 2024.

Squirt

On March 14, 2024, *Squirt* was hauled out at the Santa Cruz Boatyard and is now undergoing yearly off-season maintenance. After reviewing sounding data for the north harbor, a determination has been made to forego dredging in the north harbor for the 2024-25 season.



Maintenance:

Concession Lot Pavement Repairs

Staff held a pre-construction meeting with Granite Construction for the concession lot paving project, which begins Monday, April 22, 2024. The project will span five days with expected completion on Friday, April 26, 2024.

FF-Dock Sink Hole

Penhall Company will be performing a ground penetrating radar survey of the FF-Dock area to determine the extent of the current sinkhole. The survey will help guide the repair process.

City of Santa Cruz Water Main Replacement

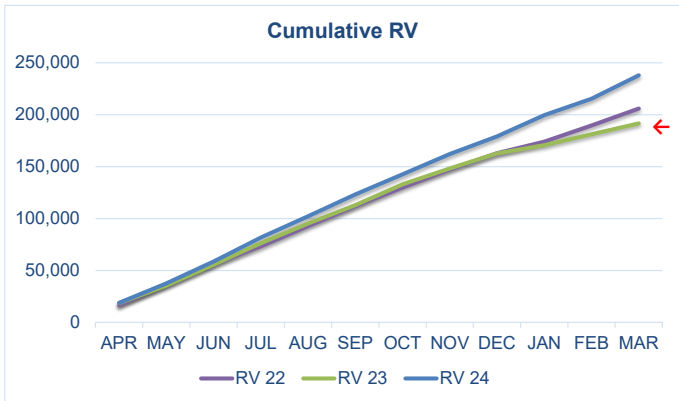
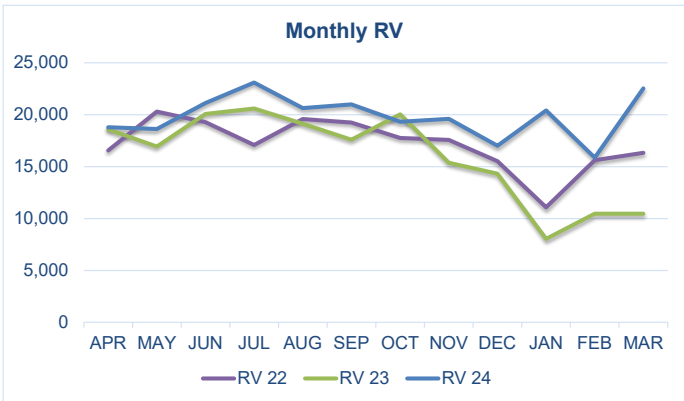
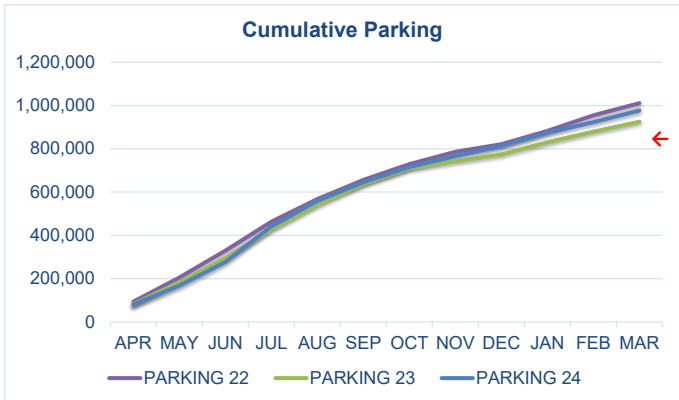
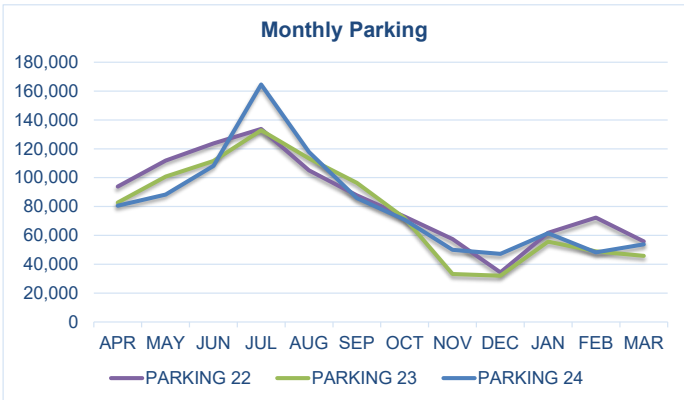
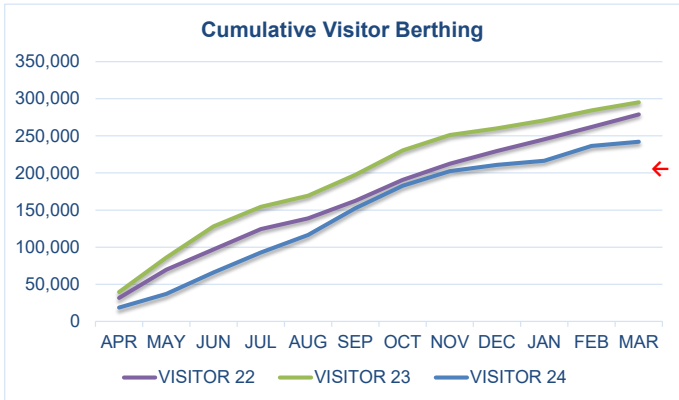
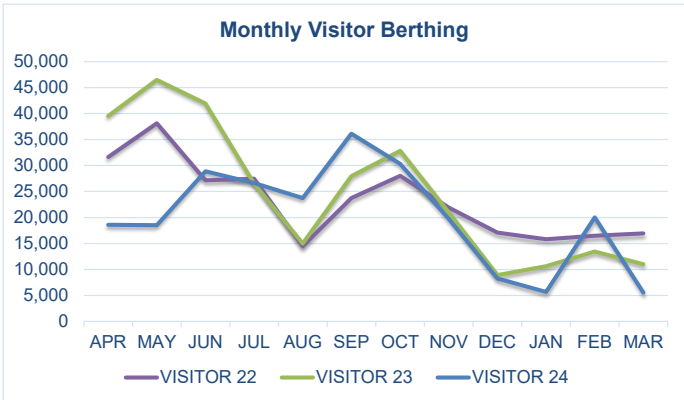
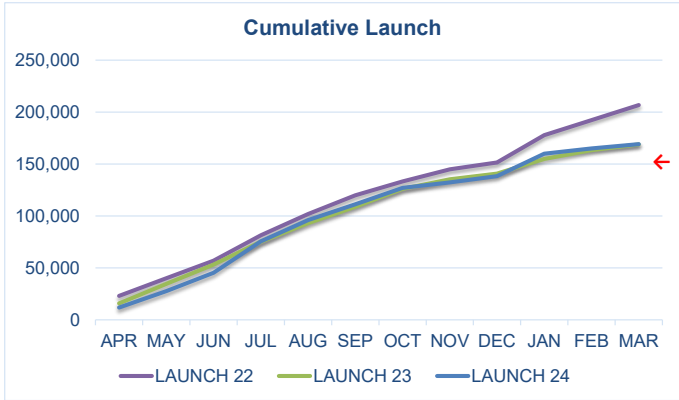
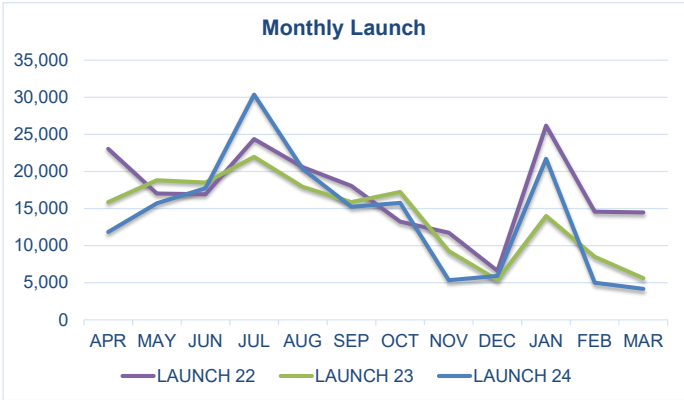
The City of Santa Cruz Water Department notified the Port District of their plans to replace the existing water main that spans along the harbor's east side from the boatyard to the launch ramp and fuel dock area. The project is in the preliminary planning stage and will require further conversation between both agencies.

O-Dock Restroom Water Leak

Staff recently repaired a large water leak at the O-Dock restroom and shower facility.

Santa Cruz Port District
SEASONAL INCOME
 For the Twelve Months Ending March 31, 2024

FY24 Budget ←



Santa Cruz Port District
Monthly Budget Report
 For the Twelve Months Ending March 31, 2024

Account	Description	YTD	FY24 BUDGET	% BUDGET	FY23 YTD	Variance
OPERATING INCOME						
000-000-000-0000-4000	Slip Rent Permanent	\$5,021,068	\$5,030,700	100%	\$4,801,809	\$219,260
000-000-000-0000-4002	Slip Rent Visitors	\$242,057	\$210,000	115%	\$295,209	(\$53,152)
000-000-000-0000-4003	Annual Slip Rent Discount	(\$1,692)	(\$1,225)	138%	(\$2,347)	\$654
000-000-000-0000-4006	Tenant Concession Rent	\$2,101,757	\$2,054,400	102%	\$2,111,024	(\$9,267)
000-000-000-0000-4008	Misc. Tenant Rent (Sewer)	\$187,592	\$135,000	139%	\$129,494	\$58,098
000-000-000-0000-4010	Launch Fees	\$169,142	\$155,000	109%	\$168,895	\$248
000-000-000-0000-4012	Liveaboard	\$107,564	\$75,000	143%	\$76,716	\$30,848
000-000-000-0000-4014	Catamaran Storage	\$28,429	\$26,000	109%	\$27,833	\$96
000-000-000-0000-4016	North Harbor Dry Storage	\$206,423	\$195,000	106%	\$197,230	\$9,193
000-000-000-0000-4018	7th Ave Dry Storage	\$126,770	\$122,000	104%	\$120,180	\$6,590
000-000-000-0000-4020	Waiting List	\$164,829	\$120,000	137%	\$137,650	\$27,178
000-000-000-0000-4024	Slip Leave Option	\$4,800	\$3,000	160%	\$4,250	\$550
000-000-000-0000-4026	Partnership Fees	\$34,661	\$30,000	116%	\$31,939	\$2,722
000-000-000-0000-4028	Sublease Fees	\$38,277	\$35,000	109%	\$45,781	(\$7,504)
000-000-000-0000-4030	Variable/Utility Fees	\$248,863	\$207,250	120%	\$217,374	\$31,489
000-000-000-0000-4032	Late Fees	\$52,033	\$50,000	104%	\$53,633	(\$1,600)
000-000-000-0000-4036	Citations	\$145,458	\$98,000	148%	\$129,802	\$15,656
000-000-000-0000-4040	Credit Card Convenience Charges	\$32,308	\$22,000	147%	\$28,980	\$3,329
000-000-000-0000-4100	Parking - Concession Lot	\$571,137	\$880,000	106%	\$530,979	\$40,158
000-000-000-0000-4102	Parking - Launch Area	\$15,389			\$31,515	(\$16,126)
000-000-000-0000-4104	Parking - Southwest	\$178,927			\$152,070	\$26,857
000-000-000-0000-4106	Parking - North	\$32,979			\$32,231	\$748
000-000-000-0000-4108	Parking - Southeast	\$120,824			\$127,359	(\$6,536)
000-000-000-0000-4118	Meter Permits	\$11,709			\$12,611	(\$903)
000-000-000-0000-4120	Slip Renter Parking Permits	\$46,099	\$26,000	177%	\$38,401	\$7,698
000-000-000-0000-4122	RV Parking	\$237,953	\$195,000	122%	\$191,596	\$46,357
000-000-000-0000-4200	Fuel Sales Gasoline	\$278,205	\$345,000	81%	\$439,488	(\$161,283)
000-000-000-0000-4202	Fuel Sales Diesel	\$282,042	\$465,000	61%	\$584,269	(\$302,227)
000-000-000-0000-4204	Fuel Service Call Back Charges				\$10	(\$10)
000-000-000-0000-4210	Wash Rack	\$7,919	\$6,500	122%	\$10,011	(\$2,092)
000-000-000-0000-4220	Boatyard Retail	\$18,444	\$16,500	112%	\$24,665	(\$6,222)
000-000-000-0000-4225	Boatyard Labor	\$2,044	\$750	273%	\$325	\$1,719
000-000-000-0000-4230	Boatyard Rental	\$2,350	\$3,000	78%	\$4,565	(\$2,215)
000-000-000-0000-4235	Boatyard Misc.	\$41,517	\$32,000	130%	\$41,125	\$391
000-000-000-0000-4240	Lay Days/Storage	\$103,145	\$140,000	74%	\$184,673	(\$81,528)
000-000-000-0000-4245	Vessel Haulout	\$143,250	\$132,000	109%	\$147,866	(\$4,617)
000-000-000-0000-4250	Vessel Berthing	\$44,440	\$32,000	139%	\$42,755	\$1,685
OPERATING INCOME		\$11,048,707	\$10,840,875	102%	\$11,171,964	(\$123,257)

Santa Cruz Port District
Monthly Budget Report
 For the Twelve Months Ending March 31, 2024

Account	Description	YTD	FY24 BUDGET	% BUDGET	FY23 YTD	Variance
EXPENSE SUMMARY BY PROGRAM						
000-000-0000-4300	Administrative Services (110)	\$855,599	\$889,563	96%	\$785,836	\$69,763
000-000-0000-4308	Finance & Purchasing (120)	\$201,597	\$239,618	84%	\$184,082	\$17,515
000-000-0000-4309	Property Management (130)	\$953,713	\$842,315	113%	\$686,548	\$267,164
000-000-0000-4310	Environmental & Permitting (140)	\$144,489	\$189,158	76%	\$145,694	(\$1,205)
000-000-0000-4375	Port Commission Support (190)	\$79,815	\$78,653	101%	\$55,714	\$24,102
000-000-0000-4405	Harbor Patrol (210)	\$813,828	\$863,451	94%	\$806,716	\$7,111
000-000-0000-4406	Marina Management (220)	\$591,216	\$611,835	97%	\$542,950	\$48,266
000-000-0000-4408	Rescue Services (230)	\$131,944	\$144,756	91%	\$107,901	\$24,043
000-000-0000-4412	Parking Services (240)	\$369,587	\$384,271	96%	\$388,937	(\$19,349)
000-000-0000-4418	Events (250)	\$19,783	\$33,179	60%	\$22,570	(\$2,788)
000-000-0000-4425	Fuel Services (280)	\$476,359	\$516,338	92%	\$805,611	(\$329,252)
000-000-0000-4440	Docks, Piers, Marine Structures (310)	\$748,865	\$679,068	110%	\$502,199	\$246,666
000-000-0000-4448	Utilities (320)	\$97,039	\$109,072	89%	\$103,387	(\$6,348)
000-000-0000-4450	Buildings (330)	\$457,691	\$465,185	98%	\$387,536	\$70,155
000-000-0000-4452	Grounds (340)	\$901,559	\$865,519	104%	\$909,108	(\$7,548)
000-000-0000-4455	Aeration (350)	\$55,029	\$59,229	93%	\$37,457	\$17,572
000-000-0000-4460	Fishery Support (360)	\$8,873	\$17,024	52%	\$12,013	(\$3,140)
000-000-0000-4500	Capital Projects (390)	\$355,805	\$363,503	98%	\$394,446	(\$38,641)
000-000-0000-4525	Dredging Operations (400)	\$1,609,879	\$1,653,480	97%	\$1,503,074	\$106,805
000-000-0000-4600	Boatyard Operations (500)	\$370,523	\$408,535	91%	\$364,794	\$5,729
	OPERATING EXPENSES	\$9,243,192	\$9,413,753	98%	\$8,746,572	\$496,620
	OPERATING PROFIT	\$1,805,515	\$1,427,122	127%	\$2,425,393	(\$619,877)
NON OPERATING INCOME/(EXPENSE)						
000-000-0000-4300	Harbor Services Charge	\$5,266	\$10,000	53%	\$500	\$4,766
000-000-0000-4308	Interest Income	\$798,779	\$125,000	639%	\$228,918	\$569,862
000-000-0000-4309	Interest Income - Leases	\$0	\$0		\$439,356	(\$439,356)
000-000-0000-4310	Other Income	\$419,229	\$85,000	493%	\$244,745	\$174,484
000-000-0000-4375	USACE Reimbursement	\$525,000	\$525,000	100%	\$525,000	\$0
000-000-0000-4405	Grants - DBAW	\$23,052	\$12,000	192%	\$21,544	\$1,509
000-000-0000-4406	County Rescue Contribution	\$50,000	\$50,000	100%	\$50,000	\$0
000-000-0000-4408	Waste Oil Grant	\$15,270	\$12,000	127%	\$10,849	\$4,421
000-000-0000-4412	Tsunami Insurance Reimbursement	\$3,050	\$0		\$887,363	(\$887,363)
000-000-0000-4500	Gain/(Loss) on Asset Disposal	\$0	\$0		(\$11,184)	\$14,234
000-000-0000-4525	Gain/(Loss) on Lease Termination	(\$761)	\$0		\$371,539	(\$372,300)
000-000-0000-4600	Cash Over/Under	\$0	\$0		(\$364)	\$364
	Election Expense	\$0	\$0		(\$127,578)	\$127,578
	Principal Debt Payments	(\$1,365,818)	(\$1,365,818)	100%	\$0	\$1,365,818
	Capital Improvement Program	\$2,058,622	(\$500,000)	(412%)	\$0	\$2,058,622
	Capitalized Expenses	(\$188,575)	(\$212,500)	89%	\$0	(\$188,575)
	Net Pension Liability Expense	\$0	\$0		\$1,010,262	(\$1,010,262)
	Net OPEB Liability Expense	\$0	\$0		(\$95,254)	\$95,254
	Depreciation	(\$1,680,018)	\$0		(\$2,184,840)	\$504,821
	NET INCOME/(LOSS)	\$2,468,610	\$167,804	1471%	\$3,796,249	(\$1,327,639)

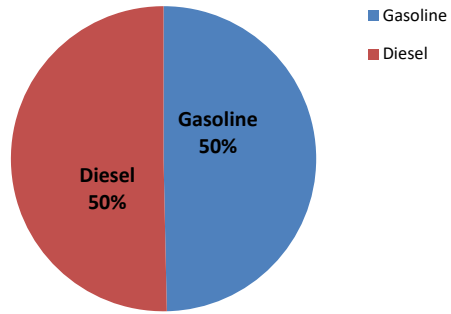
Santa Cruz Port District
Employee Count
As of March 31, 2024

Department	Employee Name	FTE %	Unrepresented	Position
ADMIN	Allred, Jeff		var	Dredge Monitor
ADMIN	Eldridge, Mark	100%		Finance Officer
ADMIN	Forbes, Alden		var	Dredge Monitor
ADMIN	Ghisletta, Renee	100%		Administrative Services Officer
ADMIN	MacLaurie, Holland	100%		Port Director
ADMIN	Weisert, Hilary	100%		Administrative Assistant I
FACILITIES	Acevedo, Arturo	100%		Maintenance Worker III
FACILITIES	Castro, Nathan	100%		Harbor Dredge Worker II
FACILITIES	Goering, Bryce	100%		Harbor Dredge Worker III
FACILITIES	Gullo, Nicholas	100%		Supervising Maint. Worker
FACILITIES	Lopez, Jorge	100%		Maintenance Worker III
FACILITIES	Marty, Randy	100%		Maintenance Worker III
FACILITIES	Ramos, Brenda	100%		Facilities Coordinator
FACILITIES	Simoni, Daniel	100%		Harbor Dredge Worker III
FACILITIES	Stipanovich, Rory	100%		Supervising Dredge Worker
FACILITIES	Tandoi, Steven	100%		Harbor Dredge Worker III
FACILITIES	Vera, Jose	100%		Maintenance Worker III
FACILITIES	Wagoner, Joshua	100%		Harbor Dredge Worker III
FACILITIES	Wulf, Carl	100%		Facilities, Maintenance, & Engineering Manager
OPERATIONS	Anderson, Blake	100%		Harbormaster
OPERATIONS	Ash, Jaylene		var	Parking Control / Water Taxi Crew
OPERATIONS	Drake, Bryson		var	Marina Management Specialist
OPERATIONS	Gitler, Mark		var	Operations Assistant / Dredge Monitor
OPERATIONS	Gottlieb, Landon	100%		Deputy Harbormaster
OPERATIONS	Guy, Parker	100%		Deputy Harbormaster
OPERATIONS	Hann, Alfred		var	Operations Assistant
OPERATIONS	Haynes, John	100%		Senior Deputy Harbormaster
OPERATIONS	Henning, Nicholas	100%		Boatyard Crew
OPERATIONS	Hill, David	100%		Deputy Harbormaster
OPERATIONS	Kingdom, Kyle	100%		Deputy Harbormaster
OPERATIONS	Kusaba-Kusumoto, Kalee		var	Parking Control
OPERATIONS	Loelhoeffel, Katrin		var	Operations Assistant
OPERATIONS	Long, John		var	Parking Control
OPERATIONS	Melrose, Kevin	100%		Boatyard Supervisor
OPERATIONS	Melrose, Peter	100%		Deputy Harbormaster
OPERATIONS	Melrose, Richard	100%		Parking Coordinator
OPERATIONS	Nelson, Michael		var	Parking Control / Water Taxi Crew / Dredge Monitor
OPERATIONS	Nowak, Chris		var	Water Taxi Operator
OPERATIONS	Palmer, Darrell		var	Boatyard Worker
OPERATIONS	Pasquuali, Richard		var	Water Taxi Operator
OPERATIONS	Rasmussen, Scott		var	Water Taxi Operator
OPERATIONS	Replogle, Peter		var	Boatyard Worker
OPERATIONS	Rothwell, Niki	100%		Customer Service Representative
OPERATIONS	Rothwell, Sean	100%		Assistant Harbormaster
OPERATIONS	Stelter, Richard		var	Parking Control
Total FTE		29		

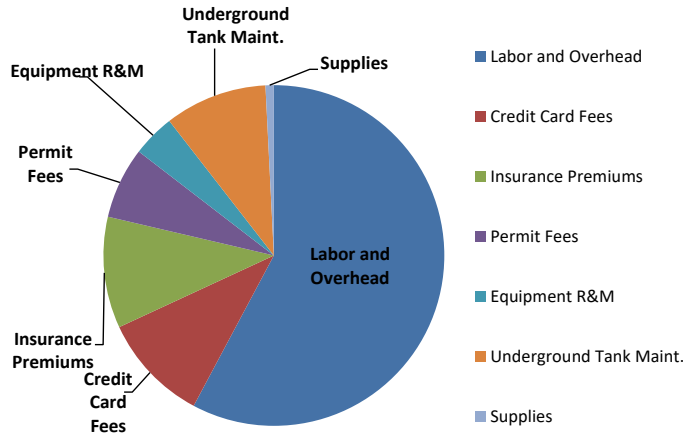
Santa Cruz Port District
Quarterly Fuel Dock Report
 For the Twelve Months Ending March 31, 2024

	QTD Jan - Mar	YTD Apr - Mar	% of Budget
Fuel Dock Revenue			
Gasoline	\$19,299	\$278,205	81%
Diesel	\$33,621	\$282,042	61%
Total Revenue	\$52,920	\$560,247	69%
Cost of Sales			
Gasoline	\$21,394	\$201,147	98%
Diesel	\$21,375	\$211,073	90%
Total Cost of Sales	\$42,768	\$412,221	94%
Gross Profit	\$10,152	\$148,026	
Gross Profit Margin	19%	26%	
Operating Expenses			
Labor and Overhead	\$9,714	\$37,070	79%
Credit Card Fees	\$1,117	\$6,604	83%
Insurance Premiums	\$1,711	\$6,776	169%
Permit Fees	\$0	\$4,353	106%
Equipment R&M	\$48	\$2,594	104%
Underground Tank Maint.	\$983	\$6,236	73%
Supplies	\$0	\$506	24%
Total Operating Expenses	\$13,573	\$64,139	84%
Net Profit / (Loss)	(\$3,421)	\$83,888	
Profit Margin	-6%	15%	

Fuel Dock Revenue



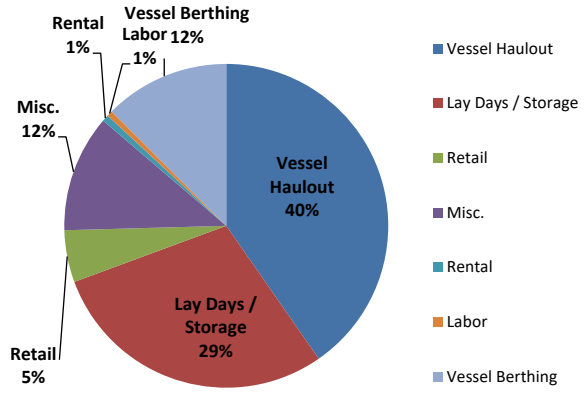
Fuel Dock Expenses



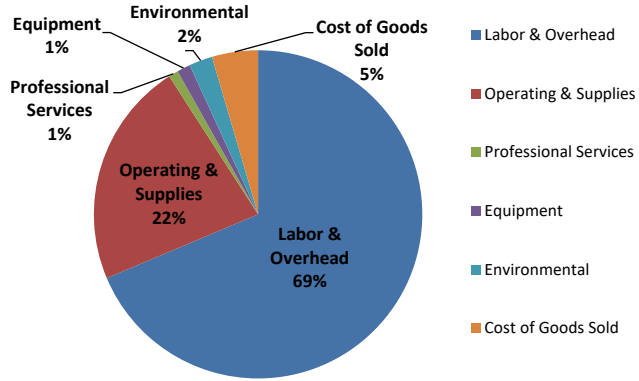
Santa Cruz Port District
Quarterly Boatyard Report
 For the Twelve Months Ending March 31, 2024

	QTD	YTD	% of Budget
	Jan - Mar	Apr - Mar	
Boatyard Revenue			
Vessel Haulout	\$29,513	\$143,250	109%
Lay Days / Storage	\$22,283	\$103,145	74%
Retail	\$4,362	\$18,444	112%
Misc.	\$13,081	\$41,517	130%
Rental	\$660	\$2,350	78%
Labor	\$427	\$2,044	273%
Vessel Berthing	\$8,798	\$44,440	139%
Total Revenue	\$79,123	\$355,188	100%
Boatyard Expenses			
Labor & Overhead	\$67,978	\$254,365	88%
Operating & Supplies	\$21,336	\$82,449	101%
Professional Services	\$917	\$3,503	78%
Equipment	\$2,388	\$4,873	48%
Environmental	\$0	\$8,531	71%
Cost of Goods Sold	\$3,473	\$16,802	168%
Total Operating Expenses	\$96,092	\$370,523	91%
Net Profit / (Loss)	(\$16,968)	(\$15,335)	

Boatyard Revenue



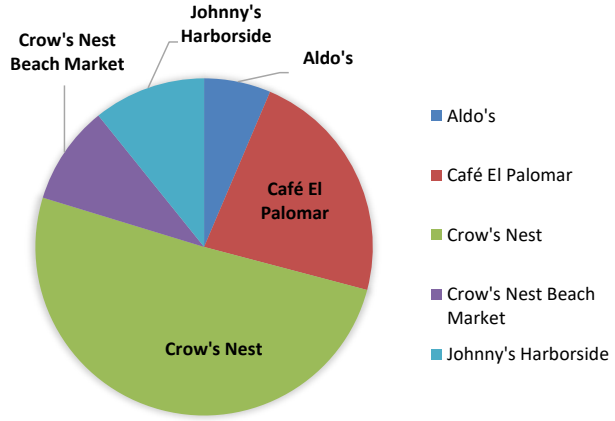
Boatyard Expenses



Santa Cruz Port District
Quarterly Concession Rent Report
 For the Twelve Months Ended March 31, 2024

	FY 2024	
	QTD Jan - Mar	YTD Apr - Mar
Base Rent		
Aldo's	6,269	25,075
Café El Palomar	45,948	183,792
Crow's Nest	-	-
Crow's Nest Beach Market	21,360	83,940
Johnny's Harborside	27,356	106,922
Total Base Rent	\$ 100,932	\$ 399,730
% Rent		
Aldo's	2,241	39,171
Café El Palomar	-	44,331
Crow's Nest	62,251	508,298
Crow's Nest Beach Market	-	11,445
Johnny's Harborside	-	1,320
Total % Rent	\$64,492	\$604,565
Total Rent		
Aldo's	8,510	64,246
Café El Palomar	45,948	228,123
Crow's Nest	62,251	508,298
Crow's Nest Beach Market	21,360	95,385
Johnny's Harborside	27,356	108,242
Total Rent	\$ 165,424	\$ 1,004,295

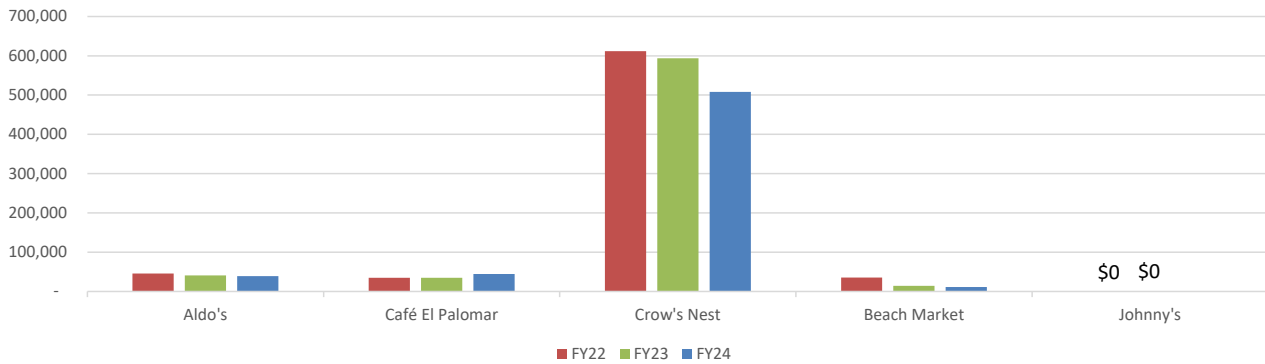
TOTAL CONCESSION RENT YTD



YTD 3-Year Concession % Rent

Tenant	FY22	FY23	FY24
Aldo's	45,398	40,739	39,171
Café El Palomar	34,571	34,672	44,331
Crow's Nest	611,693	593,589	508,298
Beach Market	35,304	14,224	11,445
Johnny's	-	-	1,320

PERCENTAGE RENT YTD



California State Treasurer
Fiona Ma, CPA



Local Agency Investment Fund
P.O. Box 942809
Sacramento, CA 94209-0001
(916) 653-3001

April 02, 2024

[LAIIF Home](#)
[PMIA Average](#)
[Monthly Yields](#)

SANTA CRUZ PORT DISTRICT

PORT DIRECTOR
135 5TH AVENUE
SANTA CRUZ, CA 95062

[Tran Type Definitions](#)

Account Number:

March 2024 Statement

Account Summary

Total Deposit:	0.00	Beginning Balance:	291,980.84
Total Withdrawal:	0.00	Ending Balance:	291,980.84



Summary Statement

March 31, 2024

Page 1 of 3

Investor ID:

Santa Cruz Port District
135 5th Avenue
Santa Cruz, CA 95062

California CLASS

California CLASS

Average Monthly Yield: 5.4210%

	Beginning Balance	Contributions	Withdrawals	Income Earned	Income Earned YTD	Average Daily Balance	Month End Balance
Port District Main	18,089,160.07	0.00	0.00	83,059.51	241,194.69	18,099,877.43	18,172,219.58
TOTAL	18,089,160.07	0.00	0.00	83,059.51	241,194.69	18,099,877.43	18,172,219.58

Tel: (877) 930-5213

www.californiaclass.com



Account Statement

March 31, 2024

Page 2 of 3

Account Number:

Port District Main

Account Summary

Average Monthly Yield: 5.4210%

California CLASS	Beginning Balance	Contributions	Withdrawals	Income Earned	Income Earned YTD	Average Daily Balance	Month End Balance
	18,089,160.07	0.00	0.00	83,059.51	241,194.89	18,099,877.43	18,172,219.58

Transaction Activity

Transaction Date	Transaction Description	Contributions	Withdrawals	Balance	Transaction Number
03/01/2024	Beginning Balance			18,089,160.07	
03/31/2024	Income Dividend Reinvestment	83,059.51			
03/31/2024	Ending Balance			18,172,219.58	

California CLASS

California CLASS

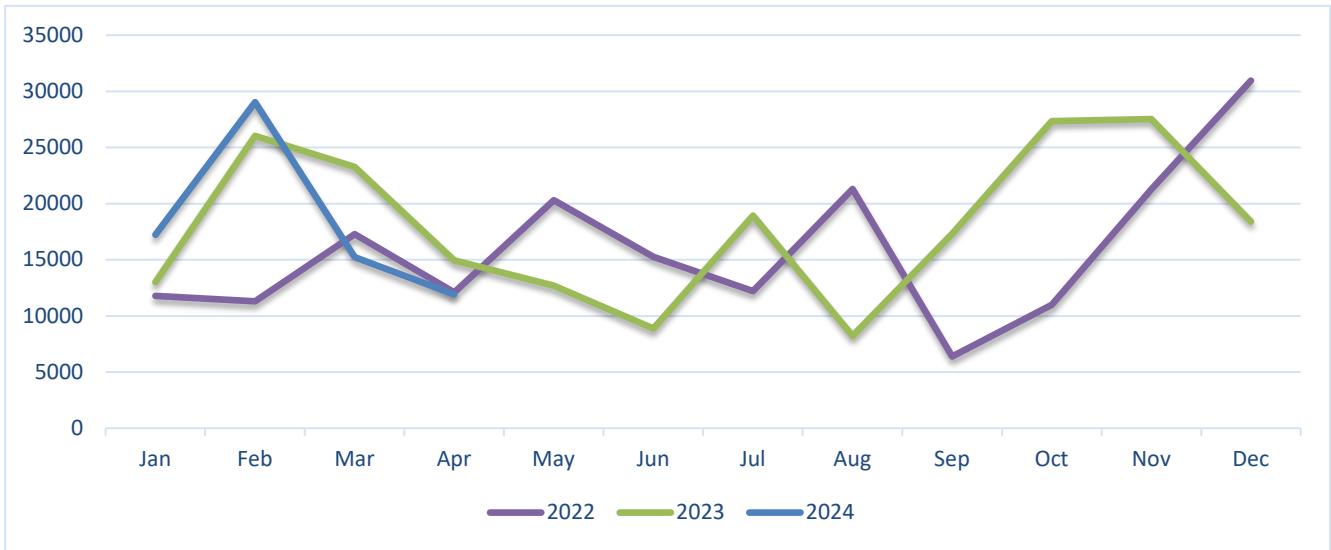
Date	Dividend Rate	Daily Yield
03/01/2024	0.000444378	5.4205%
03/02/2024	0.000000000	5.4205%
03/03/2024	0.000000000	5.4205%
03/04/2024	0.000147959	5.4153%
03/05/2024	0.000148078	5.4197%
03/06/2024	0.000148193	5.4239%
03/07/2024	0.000148169	5.4230%
03/08/2024	0.000444372	5.4214%
03/09/2024	0.000000000	5.4214%
03/10/2024	0.000000000	5.4214%
03/11/2024	0.000148114	5.4210%
03/12/2024	0.000148002	5.4169%
03/13/2024	0.000148175	5.4232%
03/14/2024	0.000148087	5.4200%
03/15/2024	0.000443682	5.4129%
03/16/2024	0.000000000	5.4129%
03/17/2024	0.000000000	5.4129%
03/18/2024	0.000148029	5.4179%
03/19/2024	0.000148058	5.4189%
03/20/2024	0.000147904	5.4133%
03/21/2024	0.000147958	5.4153%
03/22/2024	0.000444009	5.4169%
03/23/2024	0.000000000	5.4169%
03/24/2024	0.000000000	5.4169%
03/25/2024	0.000148154	5.4224%
03/26/2024	0.000148198	5.4240%
03/27/2024	0.000148382	5.4308%
03/28/2024	0.000593772	5.4330%
03/29/2024	0.000000000	5.4330%
03/30/2024	0.000000000	5.4330%
03/31/2024	0.000000000	5.4330%

Performance results are shown net of all fees and expenses and reflect the reinvestment of dividends and other earnings. Many factors affect performance including changes in market conditions and interest rates and in response to other economic, political, or financial developments. Investment involves risk including the possible loss of principal. No assurance can be given that the performance objectives of a given strategy will be achieved. **Past performance is no guarantee of future results. Any financial and/or investment decision may incur losses.**

Santa Cruz Port District
60 DAY DELINQUENT ACCOUNTS

The following accounts have balances 60 days delinquent as of April 15, 2024

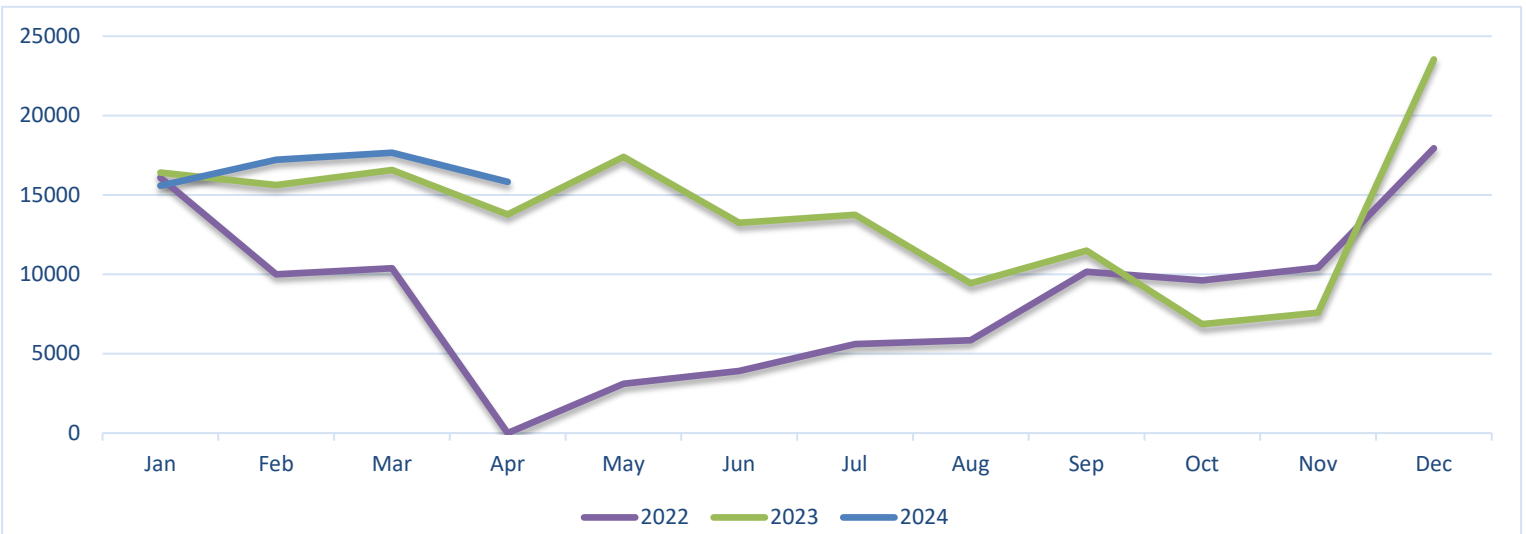
Account Number	Current Month	30 Day Balance	60 Day Balance	90 Day Balance	Total Balance
55454	1,151.46	1,167.84	1,022.67	0.00	3,341.97
56970	544.70	527.80	75.00	0.00	1,147.50
56083	540.07	524.43	71.41	0.00	1,135.91
45260	528.00	509.48	22.77	0.00	1,060.25
2093	522.18	509.52	9.32	0.00	1,041.02
59429	298.76	288.78	261.60	0.00	849.14
59489	148.28	305.30	243.70	0.00	697.28
60103	190.64	179.50	148.04	0.00	518.18
57927	165.58	160.43	132.00	0.00	458.01
57736	91.08	88.67	88.14	0.00	267.89
48170	91.08	88.67	63.14	0.00	242.89
59789	91.08	88.67	63.14	0.00	242.89
Total	\$ 4,362.91	\$ 4,439.09	\$ 2,200.93	\$ -	\$ 11,002.93



Santa Cruz Port District
90+ DAY DELINQUENT ACCOUNTS

The following accounts have balances 90 days delinquent or greater as of April 15, 2024

Account Number	Current Month	30 Day Balance	60 Day Balance	90+ Day Balance	Total Balance	Commercial Slip	Action
4076	2,094.23	1,969.90	1,973.05	89.84	6,127.02		Payment Plan
42228	959.12	928.33	882.93	1,019.11	3,789.49	X	Revoke
56573	600.63	581.37	571.47	131.98	1,885.45		Revoke
3094	444.22	431.12	442.36	92.39	1,410.09		Revoke
57036	179.66	345.19	341.53	438.92	1,305.30		Revoke
60043	165.92	160.77	159.65	38.99	525.33		Revoke
58308	40.42	161.31	134.33	103.37	439.43		Revoke
59180	99.27	96.56	95.98	54.75	346.56		Revoke
Total	\$ 4,583.47	\$ 4,674.55	\$ 4,601.30	\$ 1,969.35	\$ 15,828.67		





TO: Port Commission
FROM: Sean Rothwell, Assistant Harbormaster
DATE: April 1, 2024
SUBJECT: Harbor Patrol Incident Response Report – March 2024

Search and Rescue, Patrol Boat Response

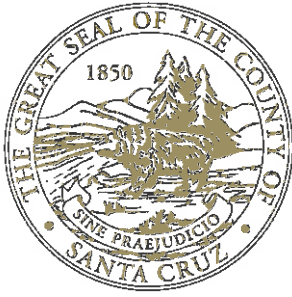
- 3/17/24 Harbor Patrol responded to a report of a swimmer in distress in the area of Moran Beach. Upon arrival, the victim was assisted to shore by Central Fire rescue swimmers. Harbor Patrol returned to the harbor without incident.
- 3/26/24 Harbor Patrol responded to a report of two kitesurfers in distress in the area of Lighthouse Field State Beach. Upon arrival, both kitesurfers self-rescued. Harbor Patrol retrieved lost kite gear that was recovered by a Good Samaritan and returned to the harbor without incident.

Crime Reports, Assist Outside Department, and Incident Reports

- 3/14/24 Harbor Patrol cited one individual for HSC §11350(a), possession of a controlled substance.
- 3/17/24 Harbor Patrol responded to a report of a subject brandishing a stick and making verbal threats in the area of the Mariner Park Lawn. Upon arrival, Harbor Patrol assisted the Santa Cruz Police Department in apprehending the suspect. The suspect was taken into custody by Santa Cruz Police for multiple charges including threatening a police officer and resisting arrest.
- 3/24/24 Harbor Patrol responded to a report of a disturbance at a harbor concessionaire. Upon arrival, Harbor Patrol de-escalated the situation and cleared the scene without incident.
- 3/26/24 Harbor Patrol took an accident report after Patrol Boat *Kinnamon* unintentionally collided with the dredge skiff while conducting a routine sounding. The patrol boat sustained moderate damage and was hauled out at the boatyard for repairs on April 1, 2024, and splashed on April 2, 2024.

Parking Citations

March 2024 Parking Citations: 124
March 2023 Parking Citations: 203



County of Santa Cruz

BOARD OF SUPERVISORS

701 OCEAN STREET, SUITE 500, SANTA CRUZ, CA 95060-4069
(831) 454-2200 • FAX: (831) 454-3262 TDD/TTY - Call 711

MANU KOENIG
FIRST DISTRICT

ZACH FRIEND
SECOND DISTRICT

JUSTIN CUMMINGS
THIRD DISTRICT

FELIPE HERNANDEZ
FOURTH DISTRICT

BRUCE MCPHERSON
FIFTH DISTRICT

April 4, 2024

LTJG Samantha Hu
US Coast Guard District Eleven
Coast Guard Island Building 50-2
Alameda, CA 94501-5100

RE: Proposal to Remove Santa Cruz Whistle Buoy With VIS-AIS

Dear Lieutenant Hu,

As Chair of the Santa Cruz County Board of Supervisors, I am writing to express the Board's unanimous opposition to the proposal, as outlined in the US Coast Guard District Eleven Notice To Mariners of February 28, 2024, to replace the Santa Cruz Whistle buoy with a "Virtual Aid to Navigation." The "Mile Buoy" fulfills many practical functions and also serves as a reminder of our unique status as a maritime community and the attendant responsibility to provide for the safety of people who travel on the water.

The significance of Mile Buoy dates back to the establishment of the Santa Cruz Municipal Wharf in 1914. Over the years, it has served as a crucial marker for boats navigating to and from our shores, including during the era of the railroad wharf that stood to its west from 1875 to 1922. Despite the shifting landscape of our harbor with the dedication of the Santa Cruz Harbor in 1964, Mile Buoy has remained an essential guidepost for mariners.

The proposal to remove the buoy comes more than a decade after a similar consideration by the US Coast Guard, which was postponed due to the intervention of then-Congressmember Sam Farr and strong community opposition. Many of the reasons for postponement remain valid today.

Page 2

RE: REMOVAL OF MILE BUOY

April 4, 2024

Numerous vessels, including those without GPS capabilities, rely on Mile Buoy as a tangible marker for safe passage to port. Its distinctive red and white stripes and flashing light serve as clear indicators, at night and, critically, during increasingly frequent and intense storms and large swells. Additionally, kayakers, paddlers, emergency responders, and educators utilize the buoy as a vital reference point, emphasizing its multifaceted importance to our community.

O'Neill Sea Odyssey, an ocean science program for elementary schools, integrates the buoy into its curriculum to teach navigation principles, while rental boats and educational institutions such as UC Santa Cruz and the Santa Cruz Yacht Club depend on it for safe navigation.

In conclusion, we urge you to reconsider the proposal to replace Mile Buoy with a Virtual Aid to Navigation that exists only as a point on an electronic map. Its removal would not only compromise the safety of our maritime community but also diminish an integral aspect of Santa Cruz County's identity. We appreciate your attention to our concerns and thank you for considering our views.

Sincerely,

A handwritten signature in black ink, appearing to read 'Justin Cummings', with a stylized flourish extending to the right.

JUSTIN CUMMINGS, Chair
Santa Cruz County Board of Supervisors

cc: Assemblymember Jimmy Panetta
Santa Cruz Port District

Santa Cruz Port District Port Commission Review Calendar / Follow-Up Items 2024-25

2024

January-March

- ✓ Committee Assignments for 2024
- ✓ FY 25 Budget
- ✓ Review 5-year CIP
- ✓ Sea Scouts' Biannual Report
- ✓ Form 700 Filing (due by 3/31 each year)

April-June

- Café El Palomar Lease Exp. 7/31/2024
2 (5) year option to extend / rent review at first or second option period
- Biennial Update to Conflict-of-Interest Code
- Election Resolutions

July-September

- Annual O'Neill Sea Odyssey Report (annual review of slip rent reduction. PC action Jul-07)
- Dredge Report 2023-24
- Sea Scouts' Biannual Report

October-December

- Mid Fiscal Year Review of CIP
- Review of CalPERS Actuarial Valuation Report
- Annual Vessel Use List Review
- H&H Fresh Fish Lease Exp. 1/31/2025
- Ethics Training Update (due by year-end)
- Port Commission Officers for 2024

Committee Review Items

- ✓ Review of Proposal to Purchase a Floating Barge

Key

- Pending
- In process
- ✓ Done

2025

January-March

- Committee Assignments for 2025
- Annual Review of Business Use of Slips 2024
- Annual Review of Slip Vacancy / Waiting List Statistics 2024
- Sea Scouts' Biannual Report
- FY 26 Budget
- Review 5-year CIP
- Form 700 Filing (due by 3/31 each year)
- Biennial Anti-Harassment/Anti-Discrimination Training

April-June

- Crow's Nest / Java Junction Rent Review at Option Period Ending 4/30/2025
1 (5) year option to extend
- Dredge Report 2024-25

July-September

- Annual O'Neill Sea Odyssey Report (annual review of slip rent reduction. PC action Jul-07)
- Sea Scouts' Biannual Report

October-December

- Mid Fiscal Year Review of CIP
- Beacon Pointe Advisors Lease Exp. 11/30/2025
- Review of CalPERS Actuarial Valuation Report
- Annual Vessel Use List Review
- Ethics Training Update (due by year-end)
- Port Commission Officers for 2025

Future Calendar

- 7th and Brommer Property Assessment
- ABC End-Tie Review after Murray Street Bridge Retrofit
- Pedestrian Traffic Safety Improvements Review

Updated 4/17/2024