



Special Closed and Regular Public Session of June 25, 2024

**Santa Cruz Port Commission
MINUTES**

Commission Members Present:

Stephen Reed	Chair
Dennis Smith	Vice-chair (<i>via Zoom</i>)
Toby Goddard	Commissioner
Reed Geisreiter	Commissioner
Darren Gertler	Commissioner

SPECIAL PUBLIC SESSION – 5:00 PM

Chair Reed convened the special public session at 5:00 PM at the Harbor Public Meeting Room, 365 A Lake Avenue, Santa Cruz, CA.

1. Oral Communication

Vice-chair Smith reported his remote participation under AB 2449 for “just cause” (due to a contagious illness). He disclosed that no other individuals were present in the room at his remote location.

Slip renter Bill Simpkins expressed appreciation to Port Director MacLaurie, staff, and the Commission for facilitating the repairs of the storm-damaged portions of the West Jetty Walkway.

2. Announcement of Closed Session Pursuant to Government Code (Ralph M. Brown Act) §54956.8

At 5:05 PM, Chair Reed announced that the Commission will meet in closed session to discuss agenda item 3.

SPECIAL CLOSED SESSION

3. Conference with Real Property Negotiators
Property: 2222 East Cliff Drive, Suite 100
Agency Designated Representative: H. MacLaurie
Negotiating Parties: Café El Palomar
Under Negotiation: Lease Terms

SPECIAL PUBLIC SESSION

4. Action and Vote Disclosure after Closed Session Pursuant to Government Code (Ralph M. Brown Act) §54957.1

Chair Reed announced that the Commission took no reportable action in closed session on item 3.

Chair Reed adjourned the special open session following the closed meeting at 5:19 PM.

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).

5. Pledge of Allegiance
6. Oral Communication

Chair Reed announced that the Commission took no reportable action in closed session on item 3.

Vice-chair Smith reported his remote participation under AB 2449 for “just cause” (due to a contagious illness). He disclosed that no other individuals were present in the room at his remote location.

Steve Miller and Foster Anderson of Shared Adventures presented information regarding a future proposal to utilize grant funding for the installation of a wheelchair lift in the harbor to improve accessibility for disabled persons.

CONSENT AGENDA

7. Approval of Minutes
 - a) Special Public Meeting of May 14, 2024
 - b) Special Closed and Regular Public Meeting of May 28, 2024

Discussion: In response to a request made by Commissioner Geisreiter, Port Director MacLaurie stated that a correction to the minutes of May 28, 2024, will be made to reflect that Commissioner Geisreiter (not Goddard) proposed the revision to replace the word "district" with "division" on Item 9.

MOTION: Motion made by Commissioner Goddard, seconded by Commissioner Geisreiter to approve consent agenda item 7.
- *Motion carried unanimously.*

REGULAR AGENDA

8. Allocation of Unanticipated Revenue (\$630,670)

Discussion: Port Director MacLaurie stated that in May 2023, the Port District received approximately \$630,670 in Public Assistance Grant funding from FEMA and CalOES for damages related to the January 2023 storm events. She stated that this funding has been received and recognized in FY25 as “Grants – Federal & State,” pending Commission review and allocation.

Port Director MacLaurie summarized the funding allocations presented in the staff report and recommended that the Commission allocate the \$630,670 in Public Assistance Grant funding from FEMA and CalOES as follows:

- \$600,000 – Twin Lakes Haul (F047)
- \$30,670 – Barge Purchase (F048), with additional funding allocated in FY26 and FY27.

A discussion ensued regarding the recommendation to haul the dredge for comprehensive inspection and maintenance within the next 1-2 years. The Commission expressed support for prioritizing the haulout of *Twin Lakes* to ensure critical maintenance needs are addressed prior to the 2025-26 dredge season.

MOTION: Motion made by Commissioner Goddard, seconded by Commissioner Gertler to approve the proposed allocations as presented.
- *Motion carried unanimously.*

9. Award of Contract for West Side Sinkhole Repairs (NTE \$80,000)

Discussion: Port Director MacLaurie stated that informal bids were solicited from contractors who specialize in utilizing the compaction grouting technique. She stated that Osmun Construction provided a bid in the amount of \$76,000.

In response to a question posed by Chair Reed, Facilities Maintenance & Engineering (FME) Manager Wulf stated that work required as part of this project consists, in general, of drilling angled and vertical holes along the void to allow for compaction grouting. He stated that the area will be regraded and paved to facilitate proper drainage in an effort to reduce future runoff.

MOTION: Motion made by Commissioner Goddard, seconded by Commissioner Geisreiter to authorize the Port Director to execute contract documents with Osmun Construction and authorize a not-to-exceed amount of \$80,000 for sinkhole repairs including a contingency of approximately 5%.
- *Motion carried unanimously.*

10. Public Hearing to Approve Resolution 24-05, Amending the Agency's Conflict-of-Interest Code

Discussion: Port Director MacLaurie recommended approval of resolution 24-05, amending the Port District's conflict-of-interest code to eliminate the former Administrative Services Manager position.

MOTION: Motion made by Commissioner Geisreiter to approve Resolution 24-05, Amending the Agency's Conflict-of-Interest Code. Commissioner Goddard seconded the motion to allow for further discussion.

Discussion: In response to a question posed by Commission Goddard, Port Director MacLaurie stated that in addition to internal record keeping, the Port District's Conflict-of-Interest Code is available on the District's website (District Transparency page).

MOTION: Motion made by Commissioner Geisreiter, seconded by Commissioner Goddard to approve Resolution 24-05, Amending the Agency's Conflict-of-Interest Code.
- *Motion carried unanimously.*

11. California Special Districts Association (CSDA) 2024 Board of Directors Elections

Discussion: Port Director MacLaurie requested that the Commission provide direction to staff on casting the Port District's vote for the CSDA representative Seat A – Coastal Network.

Commissioner Goddard stated that he recommends the incumbent candidate, Elaine Magner, as the Port District's selection.

There was consensus among the Commission to authorize the Port Director to vote for Elaine Magner.

MOTION: Motion made by Commissioner Goddard, seconded by Commissioner Geisreiter to approve staff on casting the Port District's vote for CSDA representative Seat A – Coastal Network candidate Elaine Magner.
- *Motion carried unanimously.*

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

MOTION: Motion made by Commissioner Gertler, seconded by Commissioner Goddard to approve cash and payroll disbursements for May 2024, in the amount of \$1,090,421.56.
- *Motion carried unanimously.*

INFORMATION

13. Port Director's Report

Port Director MacLaurie stated that the District's recent insurance renewal included a site evaluation by the insurance provider. She stated that the preliminary indications suggest the risk assessment report will be favorable to the District and that the summary of findings will be shared with the Commission upon availability.

Port Director MacLaurie stated that the Port District's 2024 Service and Sphere of Influence Review, which is updated by LAFCO every five years, will be presented to the Port Commission for review at next month's regular meeting.

14. Harbormaster's Report

Harbormaster Anderson stated that visitorship to the harbor has been high as expected for summer weekends. He stated that operational planning is underway for the upcoming Fourth of July weekend.

15. Facilities Maintenance & Engineering Manager's Report

Facilities Maintenance & Engineering (FME) Manager Wulf stated that he is working with the contractor, Anderson Pacific Engineering Construction, to coordinate a timeline for the North Harbor Transformer Replacement Project. He stated that lead times for electrical components are anticipated to be approximately 28 weeks.

Commissioner Goddard commended Port Director MacLaurie and staff for their efforts in facilitating the temporary repairs to restore the storm-damaged portions of the West Jetty Walkway.

16. Overview of Grant Funding Opportunities

In response to a question posed by Commissioner Geisreiter, Port Director MacLaurie stated that she will explore options for the Port District to be included in the County's multi-jurisdictional local hazard mitigation plan, which is typically updated every five years.

17. Financial Reports (*There was no discussion on this agenda item*)


- a) Comparative Seasonal Revenue Graph
- b) LAIF and CLASS Statements

18. Delinquent Account Reporting (*There was no discussion on this agenda item*)

19. Harbor Patrol Incident Response Report – May 2024 (*There was no discussion on this agenda item*)

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

Chair Reed adjourned the regular public session at 6:31 PM.



Stephen Reed, Chair