



Special Public Session of December 12, 2023

Santa Cruz Port Commission MINUTES

Commission Members Present:

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

SPECIAL PUBLIC SESSION – 5:30 PM

Chair Gertler convened the special 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

CONSENT AGENDA

3. Approval of Minutes
 - a) Special Closed and Regular Public Meeting of November 28, 2023

MOTION: Motion made by Commissioner Goddard, seconded by Commissioner Smith to approve consent agenda item 3.
- *Motion carried unanimously.*

REGULAR AGENDA

4. Presentation by Mesiti-Miller Engineering – Westside Seawall Condition Assessment (*Item was withdrawn / removed from the agenda*)
5. Approval of Personnel Policies Handbook Updates

Discussion: Port Director MacLaurie stated that the last update to the Port District's Personnel Policies Handbook was approved in January 2021. She stated that the proposed amendments presented as part of tonight's meeting include legislative changes, many of which were signed into law in October 2023. She stated that all proposed revisions have been reviewed by Port District counsel.

In response to a question posed by Chair Gertler, Port Director MacLaurie confirmed that the updated handbook will be distributed to all employees and an acknowledgment of receipt will be obtained.

MOTION: Motion made by Commissioner Goddard, seconded by Vice-chair Reed to approve the updates to the Personnel Policies Handbook.
- *Motion carried unanimously.*

6. Approval of Resolution 23-09 – Adopting Amendments to the Salary Schedule (*There was no discussion on this agenda item*)

MOTION: Motion made by Vice-chair Reed, seconded by Commissioner Goddard to approve Resolution 23-09 – Adopting Amendments to the Salary Schedule.

7. Election of Port Commission Officers 2024

Discussion: Commissioner Smith stated that he is supportive of returning to a regular rotation for the Chair and Vice-chair seat, noting that it will allow each Commissioner the opportunity to hold the Chair and/or Vice-chair seat during their term.

MOTION: Motion made by Commissioner Geisreiter, seconded by Commissioner Goddard to nominate Vice-chair Reed for Chair, and Commissioner Smith for Vice-chair.
- *Motion carried unanimously.*

8. Approval of Cash / Payroll Disbursements – November 2023

Discussion: In response to a question posed by the Commission, staff provided additional information on the following warrant:

- Warrant # 59092 – Associated Right of Way Services, Inc. for the Murray Street Bridge Seismic Retrofit Project Waterline Easement Appraisal – The appraisal assisted in securing a higher price per square foot for easement rights during negotiations (negotiations remain ongoing with the City).

MOTION: Motion made by Commissioner Smith, seconded by Commissioner Geisreiter to approve cash and payroll disbursements for November 2023, in the amount of \$737,143.80.
- *Motion carried unanimously.*

INFORMATION

9. Port Director's Report

Port Director MacLaurie announced that a second Construction / Maintenance Committee Meeting will be convened on Thursday, January 11, 2024, at 11:00 AM to continue discussions regarding the feasibility of purchasing a floating barge.

There was a consensus among the Commission to approve out-of-state travel for the Port Director and Vice-chair Reed to attend the annual California Marine Affairs and Navigation Conference (CMANC) in Washinton DC in February 2024.

10. Harbormaster's Report

Harbormaster Anderson stated that the Small Business Administration (SBA) Economic Injury Disaster Loans are now available for those impacted by the 2023 California Salmon Fishery Closure. He stated that staff is working on notifying the commercial fleet and additional information is posted on the Port District's website.

11. Facilities Maintenance & Engineering Manager's Report

Port Director MacLaurie stated that the Port District has received the final invoice for the 2222 East Cliff Drive Deck Replacement Project. She stated that the project was completed ahead of schedule, which resulted in a significant cost savings to the District.

12. Financial Reports

- a) Comparative Seasonal Revenue Graph
- b) Review of FY24 Budget Impacts – Salmon Season Closure
- c) CLASS Statement
- d) LAIF Statement

In response to a question posed by Commissioner Geisreiter, Harbormaster Anderson stated that this year's fuel revenue is down, in part, due to the fishery closures.

Port Director MacLaurie stated that the reduction in fuel revenue is not proportionally offset by the fuel expense, due to other operational costs included in the fuel expense category such as staff labor, equipment cost, and other expenditures.

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

14. Harbor Patrol Incident Response Report – November 2023 (*There was no discussion on this agenda item*)

15. Written Correspondence (*There was no discussion on this agenda item*)

- a) Letter from U.S. Representative Jimmy Panetta to the Honorable Shalanda Young

16. 2024 Port Commission Meeting Calendar (*There was no discussion on this agenda item*)
17. Port Commission Review Calendar / Follow-Up Items (*There was no discussion on this agenda item*)

Chair Gertler adjourned the special public session at 6:00 PM.



Darren Gertler, Chair