



Special Closed and Regular Public Session of October 22, 2024

**Santa Cruz Port Commission
MINUTES**

Commission Members Present:

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

SPECIAL PUBLIC SESSION – 4:30 PM

Chair Reed convened the special public session at 4:30 PM at the Harbor Public Meeting Room, 365 A Lake Avenue, Santa Cruz, CA (hybrid meeting platform).

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

At 4:30 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: 216 4th Avenue
Agency Designated Representative: H. MacLaurie
Negotiating Parties: R. Steere
Under Negotiation: Easement

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 4:55 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.

CONSENT AGENDA

- 7. Approval of Minutes
 - a) Special Closed Meeting of September 3, 2024
 - b) Special Closed and Regular Public Meeting of September 24, 2024

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

REGULAR AGENDA

- 8. Port Commission Appointment Process
 - a) Discussion of Candidate Applications

Port Director MacLaurie stated that candidates Bengie Hodges and Ed Alaimo formally withdrew their applications for the Division 2 seat.

The following candidates made statements:

- Charles Maier
- Lora Lee Martin
- Camille Sobalvarro
- Robert Dewitt

- b) Appointment to Port Commission to Fill Vacancy (Division 2)

<u>Round 1 – First Vote Tally</u>	<u>Applicant</u>
Commissioner Gertler.....	Lora Lee Martin
Commissioner Goddard.....	Robert DeWitt
Commissioner Reed	Robert DeWitt
Commissioner Smith	Lora Lee Martin
Commissioner Geisreiter	Robert DeWitt

Robert DeWitt received the majority vote and was thereby appointed to fill the Division 2 vacancy.

Chair Reed announced a five-minute recess and the meeting reconvened at 6:20 PM.

9. Mid-Fiscal Year Review of Capital Improvement Program

Discussion: Port Director MacLaurie presented the mid-year report and highlighted the following:

- There are currently 27 projects funded in the District's CIP (including the Unallocated CIP Fund):
 - 3 have been completed (\$305,554 in expenditures)
 - 12 remain in progress (\$447,169 in expenditures to date)
 - 8 are slated to commence in future fiscal years.
- The CIP balance as of September 30, 2024, totals approximately \$7,834,856.
- One completed project on the list is recommended for close out and reallocation of funding to the Unallocated CIP Fund:
 - West Jetty Walkway (\$15,749).

In response to a question from Commissioner Goddard, Port Director MacLaurie provided the following updates:

Sanitary Sewer Lift Stations

- Staff is working with the District's engineers to refine project specifications. A Request for Proposals (RFP) is anticipated to be re-advertised early next year, following the completion of the North Harbor Transformer Project.

Aldo's Seawall Replacement

- A construction estimate for the conceptual design of the new restaurant building at 616 Atlantic Avenue is being developed and will be presented to the Commission at a future meeting for review.

In response to a question posed by Commissioner Geisreiter, Port Director MacLaurie confirmed that the Building Restoration Fund currently has adequate funding for ongoing maintenance needs and typically includes an allotment for unbudgeted repairs that occur during the fiscal year. Commissioner Geisreiter and Vice-chair Smith expressed support for continuing this budgeting practice and prioritizing building maintenance.

There was consensus among the Commission to reallocate the remaining balance of \$15,749 from the West Jetty Walkway Fund to the Unallocated CIP.

10. Approval of Cash/Payroll Disbursements (*There was no discussion on this agenda item*)

MOTION: Motion made by Vice-chair Smith, seconded by Commissioner Geisreiter to approve cash and payroll disbursements for September 2024, in the amount of \$683,530.64.

- *Motion carried unanimously.*

11. Port Director's Report

A brief discussion ensued regarding the ongoing efforts to renew the current Memorandum of Agreement with the U.S. Army Corps of Engineers for the maintenance of the federal entrance channel. Port Director MacLaurie noted that final approval is not expected until early 2025 and highlighted the possibility of a slight adjustment to the current cost share ratio, which would reduce the level of reimbursement provided to the Port District.

The Commission expressed its appreciation for staff efforts to reduce administrative costs.

12. Harbormaster's Report

Vice-chair Smith expressed his appreciation for staff's participation with the Readiness Working Group in developing a comprehensive evacuation plan as part of the Santa Cruz County Emergency Operations Plan. Chair Reed requested a copy of the plan once available.

13. Facilities Maintenance & Engineering Manager's Report

Facilities Maintenance & Engineering Manager (FME) Wulf stated that on October 19, 2024, staff began ongoing clean-up efforts following a fish kill in the south harbor, which was caused by low oxygen levels due to a large influx of anchovies.

In response to a question posed by Commissioner Gertler, FME Manager Wulf reported that the North Harbor Transformer Project is ahead of schedule and project completion is anticipated by the end of the year.

In response to a question posed by Chair Reed, FME Manager Wulf stated that the new metal canopy structure at AA-Dock will remain in place after the completion of the Murray Street Bridge Seismic Retrofit and Barrier Replacement Project.

14. 2023-24 Dredge Report

Commissioner Geisreiter expressed his appreciation for the detailed report.

In response to a question posed by Chair Reed, FME Manager Wulf stated that staff has been proactive in making improvements to the dredge, *Twin Lakes*, as part of its off-season maintenance, notably replacing rubber hosing with stainless steel tubes.

Commissioner Goddard requested that future dredge reports include the estimated volume summary of dredged material.

2023-24 Dredge Season Volume Summary

- Entrance Channel: 204,150 cubic yards
- Inner Harbor: 1,643 cubic yards

15. Financial Reports (*There was no discussion on this agenda item*)
 - a) Comparative Seasonal Revenue Graph
 - b) Quarterly Comparative Budget Report
 - c) Quarterly Employee Count
 - d) Quarterly Boatyard Report
 - e) Quarterly Fuel Sales Report
 - f) Quarterly Concession Percentage Rent Report
 - g) LAIF and CLASS Statements
16. Delinquent Account Reporting (*There was no discussion on this agenda item*)
17. Harbor Patrol Incident Response Report – September 2024 (*There was no discussion on this agenda item*)
18. Port Commission Review Calendar / Follow-Up Items (*There was no discussion on this agenda item*)

Chair Reed adjourned the regular public session at 6:49 PM.

A handwritten signature in black ink, appearing to read 'D. Smith', is written over a horizontal line.

Dennis Smith, Vice-Chair