



Regular Public Session of January 24, 2023

**Santa Cruz Port Commission
MINUTES**

Commission Members Present:

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

Commission Members Absent:

Toby Goddard Commissioner

REGULAR PUBLIC SESSION – 7:00 PM

Chair Gertler convened the regular public session at 7:00 PM at the Harbor Public Meeting Room, 365 A Lake Avenue, Santa Cruz, CA.

1. Pledge of Allegiance
2. Oral Communication

Commissioner Smith expressed appreciation for the dredge crew's continued efforts with dredging operations, particularly in addressing the shoaled entrance conditions, which resulted from recent winter storms.

CONSENT AGENDA

3. Approval of Minutes
 - a) Special Closed and Regular Public Meeting of December 13, 2022
4. Approval of Month-to-Month Rental Agreement for 2222 East Cliff Drive, Suite 208 (Tenant: Dr. Don Markle)
5. Approval of Lease Assignment – 365B Lake Avenue
6. Approval of Resolution 23-01 – Designation of Applicant's Agent for Non-State Agencies for the Purpose of Obtaining Federal Financial Assistance

MOTION: Motion made by Commissioner Smith, seconded by Commissioner Geisreiter to approve consent agenda items 3 through 6.
- *Motion carried. Commissioner Goddard ABSENT.*

REGULAR AGENDA

7. Approval of Resolution 23-02 – Declaration of Emergency at Santa Cruz Harbor

Discussion: Port Director MacLaurie reported that preliminary storm damage is estimated to be upward of \$1 million and staff is working to pursue disaster recovery assistance from the Federal Emergency Management Agency (FEMA) and State of California Office of Emergency Services (CalOES).

She stated that approval of this emergency declaration is not required to submit a claim for disaster recovery assistance through CalOES or FEMA, but it will memorialize and support the Port District's position and provide additional backup documentation during the claims process.

MOTION: Motion made by Commissioner Geisreiter, seconded by Commissioner Reed to approve resolution 23-02.
- *Motion carried. Commissioner Goddard ABSENT.*

8. Approval of Resolution 23-03 – Designating Peace Officer Status to K. Kingdom

Discussion: Harbormaster Anderson stated that the oath of office ceremony for Deputy Harbormaster Kyle Kingdom was held this afternoon outside of the harbor office.

MOTION: Motion made by Commissioner Smith, seconded by Commissioner Reed to approve resolution 23-03.
- *Motion carried. Commissioner Goddard ABSENT.*

9. Approval of Resolution 23-04 – Approving Amendment to Salary Schedules

Discussion: Port Director MacLaurie recommended approval of Resolution 23-04, which amends the salary schedules for represented and unrepresented positions, and consolidates the salary schedule based on previously negotiated agreements between the Port District employee bargaining groups as summarized below:

- Represented Employees: Retroactively add Parking Coordinator position paid on a salary grade 19 basis effective April 1, 2022 (position was approved by the Commission as part of the FY23 budget process).
- Unrepresented Employees: Increase wages to align with California minimum wage standards effective January 1, 2023, and increase the pay rate for the Harbor Maintenance Worker I, II, III positions, and Harbor Dredge Worker I, II, III positions by 3% for 2023 and 2.5% for 2024 commensurate with the salary schedule for represented employees in the same job classifications.

MOTION: Motion made by Commissioner Reed, seconded by Commissioner Smith to approve resolution 23-04.
- *Motion carried. Commissioner Goddard ABSENT.*

10. Port District Priorities 2023

Discussion: Port Director MacLaurie stated that the Port District Priorities are reviewed by the Commission on an annual basis and are used to help guide the budget process, provide direction for staff, and assist in tracking accomplishments.

The Commission expressed support of the Port District priority list for 2023 and suggested the following revisions:

- Infrastructure Maintenance
 - include “parcels not in Port District control” in regard to the site improvements of District-owned properties at 7th and Brommer.
- Community & Stewardship
 - replace the word “and” with “via” in regard to community engagement and providing education about District activities “via regularly scheduled Port Commission meetings.”
 - remove “work towards obtaining the District of Distinction designation from the California Special Districts Association’s Special District Leadership Foundation” from priority list.
 - include “Arana Gulch feasibility studies” to the coordination efforts with the County of Santa Cruz and the City of Santa Cruz on projects and initiatives of mutual concern (i.e., Murray Street Bridge Project, Coastal Rail Trail Project).

MOTION: Motion made by Commissioner Geisreiter, seconded by Commissioner Smith to confirm the 2023 Port District Priorities, with the revisions outlined above.
- *Motion carried. Commissioner Goddard ABSENT.*

11. Approval of Cash / Payroll Disbursements – December 2022

Discussion: In response to questions posed by the Commission, staff provided additional information on the following warrants:

- Warrant # 57638 – Janitorial Supplies
Contracted janitorial services do not include supplies, and are purchased separately by the District.
- Warrant # 57607 – *Twin Lakes* Spare Jet Pump
Budgeted replacement of spare jet pump (critical spare part).
- Warrant # 57667 – Hazardous Waste Disposal (Boatyard Tank)
Staff will explore alternative waste management methods such as solidification and landfill disposal, if feasible.

MOTION: Motion made by Commissioner Reed, seconded by Commissioner Smith to approve cash and payroll disbursements for December 2022 in the amount of \$869,759.59.
- *Motion carried. Commissioner Goddard ABSENT.*

INFORMATION

12. Port Director's Report

Insurance

Port Director MacLaurie stated that a pre-renewal meeting with the District's insurance broker was held on January 18, 2023. She stated that preliminary information indicates that premiums are anticipated to increase by approximately 50% or \$375,000 over the prior year. She stated that this increase will be factored into the draft FY24 budget. Final premium costs are anticipated to be finalized in early March.

California Marine Affairs and Navigation Conference (CMANC)

Port Director MacLaurie stated that the annual CMANC conference in Washington DC will be held on February 27 - March 1, 2023. The Commission expressed support for Port Director MacLaurie and Administrative Services Manager Bouchard attending this year's conference.

13. Harbormaster's Report

Harbormaster Anderson reported that the commercial Dungeness crab fishery opened on December 31, 2022, with a 50% gear reduction requirement.

The Commission expressed their appreciation for the annual search & rescue statistics included in this month's report.

14. Facilities Maintenance & Engineering Report


Facilities Maintenance & Engineering (FME) Manager Wulf stated that the dredge crew continues to address the entrance channel shoaling, and north harbor dredging is scheduled to resume in the X/J channel on Wednesday, January 25, 2023.

In response to a question posed by Chair Gertler, FME Manager Wulf reported that the east access road embankment has suffered severe erosion due to the recent winter surge and large swell events. He stated that the concrete staging pad is unable to support the crane at full capacity, which will limit the dredge crew's ability to perform offseason maintenance.

In response to a question posed by Commissioner Geisreiter, FME Manager Wulf stated that the commencement of the 2222 East Cliff Drive Deck Replacement Project is pending issuance of City building permits.

15. 2023 Committee Assignments (*There was no discussion on this agenda item*)
16. Financial Reports (*There was no discussion on this agenda item*)
 - a) Comparative Seasonal Revenue Graph
 - b) Employee Count as of December 31, 2022
 - c) Quarterly Budget Report as of December 31, 2022
 - d) Quarterly Fuel Sales Report
 - e) Quarterly Boatyard Report
 - f) Quarterly Concession Percentage Report
 - g) LAIF Statement & PMIA/LAIF Performance Report
17. Delinquent Account Reporting (*There was no discussion on this agenda item*)
18. Harbor Patrol Incident Response Report – December 2022 (*There was no discussion on this agenda item*)
19. Written Correspondence
 - a) LAFCO Call for Nominations – Special District Regular Member
 - b) Letter to CA. Dept. of Fish & Wildlife from Central Coast Harbors
20. Port Commission Review Calendar / Follow-Up Items (*There was no discussion on this agenda item*)

Chair Gertler adjourned the regular public session at 7:52 PM.



Darren Gertler, Chair