



Special Public Session of February 23, 2023

**Santa Cruz Port Commission
MINUTES**

Commission Members Present:

Darren Gertler Chair
Dennis Smith Commissioner
Toby Goddard Commissioner
Reed Geisreiter Commissioner

Commission Members Absent:

Stephen Reed Vice-chair

SPECIAL PUBLIC SESSION – 7:00 PM

Chair Gertler convened the special 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

CONSENT AGENDA

3. Approval of Minutes
 - a) Special Closed Meeting of December 7, 2022
 - b) Regular Public Meeting of January 24, 2023
4. Approval of Month-to-Month Rental Agreement for 2222 East Cliff Drive, Suite 220 (Tenant: Estriatus Law)
5. Approval of Assignment and Assumption of Sublease – 365B Lake Avenue (Subtenant: Boxine USA, Inc)

MOTION: Motion made by Commissioner Goddard, seconded by Commissioner Smith to approve consent agenda items 3 through 5.
– *Motion carried. Commissioner Goddard ABSTAINED from item 3(b).
Vice-chair Reed ABSENT.*

REGULAR AGENDA

6. Consideration of 6-Pak Charter Permit Application – Big Anchovy Sportfishing (Andreassen)

Discussion: Harbormaster Anderson requested that the Commission consider authorization of a launch ramp based 6-pak charter operation. He stated that approval of this request will have minimal impact on parking, as customers will arrive in one or two cars in the early morning hours and depart by early afternoon.

Mr. Andreassen thanked the Commission for their consideration of his request.

In response to a question posed by Commissioner Geisreiter, Harbormaster Anderson stated that there is currently one approved charter operating out of the launch ramp, Barbarosa Fishing, which was approved in April 2022.

In response to a question posed by Commissioner Goddard, Harbormaster Anderson stated that the standard 6-pak charter fee will be assessed, despite Mr. Andreassen's vessel being rated for 5 passengers.

Commissioner Smith expressed support for approving the proposed charter operation. Commissioner Goddard agreed.

MOTION: Motion made by Commissioner Smith, seconded by Commissioner Geisreiter to approve launch ramp based 6-pak charter permit application for Erik Andreassen, Big Anchovy Sportfishing.
- *Motion carried. Vice-chair Reed ABSENT.*

7. Approve the FY24 Budget and Capital Improvement Plan

Discussion: Port Director MacLaurie reviewed the draft FY24 budget and highlighted the following:

- 5% increase to marina fees
- Increased Capital Improvement Program funding from \$350,000 to \$500,000. In conjunction with assigning \$920,000 of funding from the Unallocated CIP, total allocated CIP funds for FY24 equal \$1,420,000
- Increased non-operating interest income to ensure revenue projections align with current interest rate trends
- Implementation of an annual review of the CalPERS actuarial valuation reports, which are typically released in August
- Changed name of "Dredge Intermediate Fund" to "Dredge Fund."

The Commission thanked staff for the budget presentation.

In response to a question posed by Commissioner Goddard, Port Director MacLaurie stated that the FY24 Budget Summary on page 6 will be updated to reflect that a 5% marina fee increase will be implemented.

MOTION: Motion made by Commissioner Geisreiter, seconded by Commissioner Goddard to approve the FY24 budget and capital improvement projects.
- *Motion carried. Vice-chair Reed ABSENT.*

8. Award of Contract for ADA Path of Travel Improvements in the Concession Parking Lot (NTE \$67,000)

Discussion: Port Director MacLaurie stated that accessibility upgrades in the concession parking lot are required to meet State and Federal standards for paths of travel. She stated that prior to project commencement, staff will perform outreach to concession lot tenants in an effort to mitigate project impacts.

Facilities Maintenance and Engineering Manager Wulf stated that this project focuses on making slope and grade improvements to achieve an accessible path of travel to the public restrooms located in the concession parking lot. He stated that reconfiguration of parking spaces is not included in this project and there will be no changes to the number of parking spaces as a result of this project.

MOTION: Motion made by Commissioner Goddard, seconded by Commissioner Smith to award a contract to Monterey Peninsula Engineering, Inc. for ADA Path of Travel Improvements in the Concession Parking Lot; authorize the Port Director to execute the contract; and authorize a not-to-exceed amount of \$67,000 for the project.
- *Motion carried. Vice-chair Reed ABSENT.*

9. Award of Contract for Pavement Repairs at Fishery Pier (NTE \$46,500)

Discussion: Port Director MacLaurie stated that the entirety of the fishery pier, including the hoist area, is in need of repaving and recommended approval of the contract.

MOTION: Motion made by Commissioner Smith, seconded by Commissioner Geisreiter to award a contract to Granite Construction Company for paving repairs at the fishery; authorize the Port Director to execute the contract; and authorize a not-to-exceed amount of \$46,500 for the project.
- *Motion carried. Vice-chair Reed ABSENT.*

10. Award of Contract for Storm-Damaged Pavement Repairs at 493 Lake Avenue (NTE \$22,500)

Discussion: Port Director MacLaurie stated that as a result of the ongoing storm events in January 2023, a 700 SF portion of concrete walkway adjacent to 493 Lake Avenue was severely damaged and is in need of repair. She stated that this project is eligible for CalOES and FEMA disaster assistance funding.

In response to a question posed by Commissioner Goddard in regard to FEMA's Public Assistance Grant Funding, Administrative Services Manager Bouchard stated that completing the paving work prior to CalOES and FEMA's final inspection will not impact funding eligibility.

Facilities Maintenance and Engineering Manager Wulf stated that staff will perform outreach to tenants in an effort to mitigate project impacts.

MOTION: Motion made by Commissioner Smith, seconded by Commissioner Geisreiter to award a contract to Monterey Peninsula Engineering, Inc. for storm-damaged pavement repairs at 493 Lake Avenue; authorize the Port Director to execute the contract; and authorize a not-to-exceed amount of \$22,500 for the project.

- *Motion carried. Vice-chair Reed ABSENT.*

11. 2023 Election of Special District Regular Member on LAFCO

Discussion: Port Director MacLaurie requested that the Commission provide direction to staff on casting the Port District's vote for a regular member of the Local Agency Formation Commission (LAFCO).

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

There was consensus among the Commission to authorize the Port Director to vote for Rachel Lather.

12. Approval of Cash / Payroll Disbursements – January 2023 (There was no discussion on this agenda item)

MOTION: Motion made by Commissioner Geisreiter, seconded by Commissioner Goddard to approve cash and payroll disbursements for January 2023 in the amount of \$1,267,379.31.

- *Motion carried. Vice-chair Reed ABSENT.*

INFORMATION

13. Port Director's Report

Port Director MacLaurie stated that the Santa Cruz County Form 700 filing deadline is April 3, 2023. She stated that forms can now be filed electronically on the County's website.

Port Director MacLaurie reported a correction to her report noting that Brigadier General Gant's site visit is scheduled for Monday, March 6, 2023, not Thursday, March 9, 2023.

14. Harbormaster's Report

Harbormaster Anderson reported that staff, along with members of the commercial fishing community, met with Congressman Panetta on February 21, 2023, in the harbor public meeting room to discuss recent challenges in the Dungeness crab and salmon fisheries, and brainstorm strategies that could help maintain viability in the central coast fishing industry.

15. Facilities Maintenance & Engineering Report

Facilities Maintenance & Engineering (FME) Manager Wulf stated that the dredge crew continues to address the entrance channel shoaling.

FME Manager Wulf stated that commencement of the 2222 East Cliff Drive Deck Replacement Project is still pending issuance of City building permits.

A brief discussion ensued regarding the building permit process. Port Director MacLaurie stated that although the proposed project is a replacement in kind, the City's plan check process is intensive.

16. Sea Scouts Biannual Report

Chair Gertler acknowledged the Sea Scouts program for its enhanced activities and robust boating curriculum. Commissioners Goddard and Smith echoed their appreciation for the program.

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

- a) Comparative Seasonal Revenue Graph

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

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

20. Written Correspondence

- a) Letter from Port Director MacLaurie to Scripps Institution of Oceanography
- b) California Special Districts Association Call for Nominations

In regard to item 20(a), Commissioner Goddard expressed his appreciation to staff for their continued support of the oceanography program.

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

Chair Gertler adjourned the regular public session at 7:55 PM.



Darren Gertler, Chair