



BOARD OF PORT COMMISSIONERS
PORT OF REDWOOD CITY
MINUTES
REGULAR MEETING
WEDNESDAY, 8:00 AM
SEPTEMBER 11, 2024

CHAIR: STAN MAUPIN
VICE CHAIR: NANCY C. RADCLIFFE
SECRETARY: MIKE CLAIRE
COMMISSIONER: CHU CHANG
COMMISSIONER: DANI GASPARINI

I. CALL TO ORDER/ROLL CALL/PLEDGE OF ALLEGIANCE

The Board of Port Commissioners held its regular meeting in person at the Port Administrative Offices and via video/teleconference, pursuant to Government Code Section 54953(e). Members of the public participated in the meeting as well as remotely via the Zoom platform or in person at the Port Administrative Offices. Pursuant to the Ralph M. Brown Act, all votes were by roll call and the meeting was available to the public to attend and provide public comments via audio/video teleconference.

Chair Stan Maupin, presiding

Commissioners Present: Dani Gasparini, Chu Chang, Mike Claire, Nancy C. Radcliffe and Stan Maupin

Commissioners Absent: None

Port Executives Present: Executive Director, Kristine A. Zortman and Director of Finance and Administration, Rajesh Sewak

Chair Maupin called the meeting to order at 8:00 AM. Clerk of the Board Linda Alvarado conducted roll call and confirmed a meeting quorum with Commissioners Gasparini, Chang, Radcliffe and Maupin in attendance. Commissioner Gasparini led the Pledge of Allegiance.

II. PUBLIC COMMENT

Executive Director Zortman confirmed that there were no members of the public in attendance at the meeting who wished to make public comment on non-agendized items.

III. APPROVAL OF MINUTES — NONE

IV. APPROVAL OF CLAIMS — AUGUST 28, 2024

After inviting public comment, Chair Maupin confirmed with Executive Director Zortman that there were no members of the public who wished to make public comment on this agenda item. Chair Maupin recommended approval of claims dated August 28, 2024. A motion to approve minutes dated August 28, 2024, was made by Commissioner Radcliffe and was seconded by Commissioner Chang. The motion passed 4-0 with Commissioner Claire's absence by voice roll call vote.

V. ORDINANCES — NONE

VI. RESOLUTIONS

A. RESOLUTION OF THE BOARD OF PORT COMMISSIONERS OF THE CITY OF REDWOOD CITY APPROVING CONTRACT DOCUMENTS FOR THE PORT OF REDWOOD CITY MAINTENANCE DREDGING 2024 PROJECT AND AUTHORIZING AND DIRECTING ADVERTISEMENT FOR BIDS THEREFOR

Executive Director Zortman stated she would be excusing herself from item VI.A stating out of an abundance of caution due to potential conflict of interest. Executive Director Zortman introduced Christie Coats, Director of Operations, Don Snaman, Contractor for the Port and Scott Bodensteiner with Haley and Aldrich. Snaman stated Bodensteiner's familiarity on the project and is available to answer questions. Snaman presented projected plans of the dredge project area, as he detailed past uses and potential future use of the area. Snaman stated in addition to dredging Wharves 1, 2, 3 and 4 (Wharves), this dredging project is expanded to include dredging the Multi-Agency Maritime Facility (MAMF) and a future boatyard approach area. The MAMF project area is expanded to include the proposed Jet Dock facility to berth the Redwood City Police and Fire Department marine unit vessels. Snaman stated the dredging project will remove

sediments to -8' MLLW. Snaman stated the contract documents direct the contractor to dispose of the sediments complying with the limits set by the regulators based sampling and testing performed by Haley & Aldrich to address disposal of dredged sediments, with a goal of 20% of dredged sediment to be disposed in-Bay, a maximum of 40% disposed in the ocean, and a minimum of 40% disposed for upland beneficial reuse. Snaman concluded his presentation stating the Port's timeline entails a two-week bid window process and presentation of the lowest bidder shall be at the upcoming meeting. Commissioner Gasparini inquired as to who is responsible for bay and channel dredging. Director of Operations Coates stated the US Army Corps of Engineers is responsible for the ship channel dredging and the Port is responsible for keeping the berths dredged.

After inviting public comment, Chair Maupin confirmed with Christie Coats, Director of Operations, that there were no members of the public who wished to make public comment on this agenda item. A motion to adopt the resolution was made by Commissioner Radcliffe and was seconded by Commissioner Chang. The motion passed by a unanimous voice roll call vote of all Commissioners present.

Executive Director Zortman returned to the meeting following the motion passing on the floor.

VII. MOTIONS — NONE

VIII. REPORTS/PRESENTATIONS

A. FISCAL YEAR 2024 CARGO TONNAGE & UNAUDITED FINANCIAL REPORT ENDING JUNE 30, 2024

Executive Director Zortman introduced Rajesh Sewak, Director of Finance and Administration. Mr. Sewak stated there is a slight increase over last year's tonnage. Sewak stated for FY24 ending June 30, 2024, closed favorably with Operating Revenue at \$10.2 million, Operating Expenses at \$7.0 million and Non-Operating Income close to \$0.6 million leaving a Net Income of \$3.8 million. Sewak stated in detail the increase in cargo tonnage and property rental/leases, including new businesses, permitted the Port to sustain positive growth for FY24. Sewak stated employee costs, pensions and insurance rates are increasing, but with these additional increases the Port's budget remains healthy. This concluded his presentation on item number VIII.A.

B. RECEIVE THE CERTIFIED SEMI-ANNUAL INVESTMENT REPORT

Sewak, Director of Finance and Administration presented the Semi-Annual Investment Report. Sewak stated the Port maintains sufficient liquid resources, including maturities, are available to meet the cash flow needs for the next six months. Sewak stated all the securities in which Port funds, including all Trust Funds, are invested, excluding the deferred compensation plan and pension funds, which are invested separately. Stating all investments are in compliance with the Port's investment guidelines, with the exception of bank qualifications specified in the certificate of deposit requirements are not verified on each occasion a new certificate of deposit is purchased or rolled over. Sewak stated subvention to the City of Redwood City (City) is calculated after the audit is finalized. This concluded his presentation on item number VIII.B.

After inviting public comment for items VIII.A and VIII.B, Chair Maupin confirmed with Executive Director Zortman that there were no members of the public in attendance at the meeting who wished to make public comment on these agenda items.

IX. EXECUTIVE DIRECTOR'S REPORT

September 11, 2024 through September 13, 2024 staff will attend the California Marine Affairs & Navigation Conference (CMANC) 2024 Fall Meeting, including topics on latest insights and forecasts impacting port and harbors. On September 11, 2024 staff will attend California Maritime Security Council Meeting hosted by U.S. Coast Guard. Executive Director Zortman stated September 15, 2024 will conclude this summer's successful pilot ferry trip to the Giants games. Executive Director Zortman announced the Port has been awarded the American Association of Port Authorities (AAPA) Lighthouse Award, for our Lunch and Learn series that the Port launched last year. Executive Director Zortman announced the well-received Lunch and Learn series are slated to recommence October 8, 2024. Executive Director Zortman thanked staff for the great job everyone is undertaking in gearing up for PortFest and recognized Trish Wagner for reinvigorating the sponsorship program, which has raised over \$10,000 this year. Executive Director Zortman concluded her report by thanking operations staff and office staff for the amazing job in keeping the Port running.

X. MATTERS OF BOARD INTEREST

Chair Maupin stated the 101/84 project team continues to wait for two federal grants to be awarded.

XI. CLOSED SESSION — NONE

XII. ADJOURNMENT — TO REGULAR MEETING OF SEPTEMBER 25, 2024

After inviting public comment, Chair Maupin confirmed with Executive Director Zortman that there were no members of the public who wished to make public comment on this agenda item. A motion to adjourn the meeting in remembrance 9/11/2001 where more than 3,000 lost their lives on that day and to those that are continuing to lose their lives up to today. In honor of 9/11 a motion to adjourn the meeting was made by Commissioner Radcliffe and seconded by Commissioner Claire. The motion passed by a unanimous voice roll call vote of all Commissioners present. The meeting was adjourned by Chair Maupin at 9:18 AM to its next regularly scheduled meeting on September 25, 2024.