



**BOARD OF PORT COMMISSIONERS
PORT OF REDWOOD CITY
AGENDA**

**REGULAR MEETING
WEDNESDAY, 8:00 AM
April 9, 2025**

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

*****HYBRID MEETING — IN-PERSON AND BY VIDEOCONFERENCE*****

The BOARD OF PORT COMMISSIONERS (BOARD) hereby provides notice that it will hold a regular meeting of the BOARD. This meeting of the Board will be held in the Port Administrative Offices (located at 675 Seaport Boulevard, Redwood City, California 94063), and by teleconference pursuant to Government Code Section 54953(e). Members of the public will be able to participate in the meeting remotely via the Zoom platform or in person at the Port Administrative Offices. The public is welcome to attend in person or alternatively via Zoom. PURSUANT TO THE RALPH M. BROWN ACT, ALL VOTES SHALL BE BY ROLL CALL.

Members of the public may also access and observe the meeting by joining by video teleconference via Zoom at: <https://zoom.us/join> Meeting ID: 985 1201 8699 Password: 85917060
Or use this link: <https://us06web.zoom.us/j/98512018699?pwd=dTc3a09SMWN5bDFQMfZMSDM4WVN5Zz09>

To join by audio teleconference: Phone: (669) 900-6833 or (346) 248-7799 Meeting ID: 985 1201 8699
The Port of Redwood City is not responsible for a member of the public's technical ability to participate in the meeting.

HOW TO PROVIDE PUBLIC COMMENTS BEFORE THE BOARD MEETING:

Members of the public may also submit public comments on items of public interest that are within the subject matter jurisdiction of the Board via email to publiccomments@redwoodcityport.com. All public comments received by 7:45 AM on the date of the Board meeting will be read into the record with a time limit of three minutes per commenter unless otherwise indicated.

HOW TO PROVIDE PUBLIC COMMENTS DURING THE BOARD MEETING:

By video conference, use the "Raise Hand" feature to request to speak.
By teleconference, press *9 to "Raise Hand" (request to speak) and *6 to unmute.

Members of the public in attendance at the meeting who wish to speak on a matter within the jurisdiction of the Board of Port Commissioners should complete a speaker's slip to be recognized by the Chair at the appropriate time. Public comment from video teleconference will be heard first.

AGENDA ITEM

- I. CALL TO ORDER/ROLL CALL/PLEDGE OF ALLEGIANCE
- II. PUBLIC COMMENT — The Chair of the Board will recognize members of the public to make public comments on items of public interest that are within the subject matter jurisdiction of the Board. Comments on non-agendized items will be taken during the Public Comment period. Comments pertaining to agendized items will be taken at the time the agenda item is considered. Public comments received via email as provided above will be read into the record with a time limit of three minutes per commenter. No action will be taken on any public comment on a matter not appearing on the Agenda as a separate item unless otherwise authorized by law.
- III. APPROVAL OF MINUTES — FEBRUARY 12, 2025, MARCH 12, 2025 AND MARCH 26, 2025
ACTION: MOTION TO APPROVE; PUBLIC COMMENT; ROLL CALL VOTE
- IV. APPROVAL OF CLAIMS — NONE

- V. ORDINANCES**
- A. ORDINANCE OF THE BOARD OF PORT COMMISSIONERS OF THE CITY OF REDWOOD CITY ESTABLISHING SALARY PLAN FOR THE OFFICERS AND EMPLOYEES OF THE PORT OF REDWOOD CITY, AND REPEALING ALL ORDINANCES, OR PORTIONS THEREOF, IN CONFLICT HEREWITH**
CEQA: THE ACTION BEFORE THE BOARD IS NOT SUBJECT TO CEQA REVIEW PROCESS PURSUANT TO RESOURCE CODE, SECTION 21065 AND GUIDELINES, SECTION 15378
ACTION: MOTION TO WAIVE THE FULL READING AND INTRODUCE THE ORDINANCE; PUBLIC COMMENT; ROLL CALL VOTE
- VI. RESOLUTIONS — NONE**
- VII. MOTIONS — NONE**
- VIII. REPORTS/PRESENTATIONS**
- A. RECEIVE THE FISCAL YEAR 2024 ANNUAL AUDITED FINANCIAL STATEMENTS (MAZE & ASSOCIATES)**
ACTION: PUBLIC COMMENT
- IX. EXECUTIVE DIRECTOR'S REPORT**
- X. MATTERS OF BOARD INTEREST**
- XI. CLOSED SESSION — NONE**
- XII. ADJOURNMENT — TO REGULAR MEETING OF APRIL 23, 2025**
ACTION: MOTION TO APPROVE; PUBLIC COMMENT; ROLL CALL VOTE

DOCUMENTS: Public records that relate to an agenda item for an open session of a regular meeting of the Board of the Port Commissioners, which are released less than 72 hours prior to the meeting, are available to the public at the Port offices at 675 Seaport Boulevard, Redwood City, CA 94063.

ALTERNATIVE AGENDA FORMATS: The Board of the Port Commissioners will provide public records in appropriate alternative formats upon request by any person with a disability consistent with the federal Americans with Disabilities Act of 1990 and disability related accommodation to enable participating in the public meeting consistent with federal Americans with Disabilities Act of 1990. Please send a written request to the Clerk of the Board at the Port of Redwood City, 675 Seaport Boulevard, Redwood City, CA 94063, or via email at info@redwoodcityport.com and include address, phone number and brief description of the requested materials and preferred alternative format or auxiliary aid or service at least seven calendar days before the meeting.



**BOARD OF PORT COMMISSIONERS
PORT OF REDWOOD CITY
MINUTES
REGULAR MEETING
WEDNESDAY, 8:00 AM
FEBRUARY 12, 2025**

**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: Chu Chang, Mike Claire, Nancy C. Radcliffe and Stan Maupin

Commissioners Absent: Dani Gasparini

Port Executives Present: Executive Director, Kristine A. Zortman and Francois X. Sorba

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 Chang, Claire, Radcliffe and Maupin in attendance. Commissioner Chang led the Pledge of Allegiance.

II. PUBLIC COMMENT —

Clerk of the Board Alvarado 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 — JANUARY 22, 2025

After inviting public comment, Chair Maupin confirmed with Clerk of the Board Alvarado that there were no members of the public who wished to make public comment on this agenda item. Chair Maupin recommended approval of minutes dated January 22, 2025. A motion to approve minutes dated January 22, 2025 was made by Commissioner Radcliffe and was seconded by Commissioner Chang. The motion passed 4-0 by roll call vote with Commissioner Gasparini having and excused absence.

IV. APPROVAL OF CLAIMS — JANUARY 9, 2025 AND JANUARY 29, 2025

After inviting public comment, Chair Maupin confirmed with Clerk of the Board Alvarado 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 January 9, 2025 and January 29, 2025. A motion to approve claims dated January 9, 2025 and January 29, 2025, was made by Commissioner Claire and was seconded by Commissioner Chang. The motion passed 4-0 by roll call vote with Commissioner Gasparini having and excused absence.

V. ORDINANCES — NONE

VI. RESOLUTIONS

A. RESOLUTION OF THE BOARD OF PORT COMMISSIONERS OF THE CITY OF REDWOOD CITY APPROVING THE BELOW SUBLEASE AGREEMENTS:

- 1. RESOLUTION OF THE BOARD OF PORT COMMISSIONERS OF THE CITY OF REDWOOD CITY APPROVING STANDARD SIXTH AMENDMENT TO SUBLEASE AGREEMENT - (PORTSIDE INVESTORS - PHASE I LEASE AGREEMENT) - (JAMES MERINO, INDIVIDUAL)**

2. **RESOLUTION OF THE BOARD OF PORT COMMISSIONERS OF THE CITY OF REDWOOD CITY APPROVING STANDARD SECOND AMENDMENT TO SUBLEASE AGREEMENT - (PORTSIDE INVESTORS - PHASE I LEASE AGREEMENT) - (VIBRANT NICHE, INC. A CALIFORNIA S-CORPORATION)**
3. **RESOLUTION OF THE BOARD OF PORT COMMISSIONERS OF THE CITY OF REDWOOD CITY APPROVING FIRST AMENDMENT TO SUBLEASE AGREEMENT (PORTSIDE INVESTORS - PHASE I LEASE AGREEMENT) (WEST COAST CATHETER, INC.)**

After inviting public comment, Chair Maupin confirmed with Clerk of the Board Alvarado that there were no members of the public who wished to make public comment on this agenda item. A motion to adopt the resolutions was made by Commissioner Radcliffe and was seconded by Commissioner Claire. The motion passed 4-0 by roll call vote with Commissioner Gasparini having and excused absence.

VII. MOTIONS — NONE

VIII. REPORTS/PRESENTATIONS — NONE

IX. EXECUTIVE DIRECTOR'S REPORT

On a February 8, 2025, City Trees (CT) partnered with the Port of Redwood City and planted 12 trees that had been donated by CT. Executive Director Zortman thanked David Grabel, President of City Trees, their dedicated volunteers, several City Trees board members, and Port staff. Executive Director Zortman stated the newly planted trees will provide shade to rowers, picnickers and to all that visit the Port. She also thanked the City of Redwood City for their help in augering the ground, making planting easier. Executive Director Zortman stated the project was phenomenal success. Executive Director Zortman introduced Dave Grabel. Mr. Grabel thanked Executive Director Zortman, Trish Wagner and Jorge Ganoza for their contributions in making the process an easy one and for all of their help in making the day a wonderful day to plant. Mr. Grabel stated he enjoys working with the Port and hopes that City Trees can work at the Port again. Executive Director Zortman stated City Trees is an annual recipient of the Ports Annual Sponsorship Program. This concluded her report.

Chair Maupin and Commissioner Radcliffe thanked Dave Grabel and City Trees for their fabulous job in contributing to the Port's beauty.

X. MATTERS OF BOARD INTEREST

On January 22, 2025 Chair Maupin and Executive Director Zortman attended The Metropolitan Transportation Commission (MTC) meeting, where they thanked the Board for adding the Port's ferry service back onto Plan Bay Area 2050+. From January 29-January 31, 2025 Chair Maupin and staff attended the Association of Pacific Ports (APP) Winter Conference. On February 5, 2025 Chair Maupin attended the City of Redwood City's 101/84 Ad Hoc meeting stating the project is moving along.

XI. CLOSED SESSION

A. CONFERENCE WITH REAL ESTATE NEGOTIATOR (PRICE AND TERMS OF PAYMENT) PURSUANT TO GOVERNMENT CODE SECTION 54956.8

PROPERTY: APPROXIMATELY 46,043 SQUARE FEET OF WATER AND MARINA AREA LOCATED AT 455 SEAPORT COURT, REDWOOD CITY, CA 94063

**NEGOTIATING PARTIES: KRISTINE A. ZORTMAN, TRISH WAGNER, PORT OF REDWOOD CITY
GARRETT MARINA GROUP, INC**

Chair Maupin convened the Board into a Closed Session at 8:09 AM for the above matter.

Chair Maupin reconvened the Board into Open Session at 8:31 AM, stating no reportable actions from Closed Session.

XII. ADJOURNMENT — TO REGULAR MEETING OF FEBRUARY 26, 2025

After inviting public comment, Chair Maupin confirmed with Clerk of the Board Alvarado that there were no members of the public who wished to make public comment on this agenda item. A motion to adjourn the meeting was made by Commissioner Claire and seconded by Commissioner Chang. The motion passed 4-0 with Commissioner Gasparini having an excused absence. The meeting was adjourned by Chair Maupin at 8:32 AM to its next regularly scheduled meeting on February 26, 2025.



**BOARD OF PORT COMMISSIONERS
PORT OF REDWOOD CITY
MINUTES
REGULAR MEETING
WEDNESDAY, 8:00 AM
MARCH 12, 2025**

**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.

Vice Chair Nancy C. Radcliffe, presiding

Commissioners Present: Dani Gasparini, Chu Chang, and Mike Claire

Commissioners Absent: Stan Maupin

Port Executives Present: Executive Director, Kristine A. Zortman; Director of Finance and Administration, Rajesh Sewak and Port Attorney, Francois X. Sorba

Vice Chair Radcliffe 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, Claire, and Radcliffe 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 — FEBRUARY 20, 2025

After inviting public comment, Vice Chair Radcliffe confirmed with Executive Director Zortman that there were no members of the public who wished to make public comment on this agenda item. Vice Chair Radcliffe recommended approval of minutes dated February 20, 2025. A motion to approve minutes dated February 20, 2025 was made by Commissioner Claire and was seconded by Commissioner Chang. The motion passed 4-0 by roll call vote with Chair Maupin having an excused absence.

V. ORDINANCES — NONE

VI. RESOLUTIONS — NONE

VII. MOTIONS — NONE

VIII. REPORTS/PRESENTATIONS

A. FISCAL YEAR 2025 UNAUDITED FINANCIAL AND TONNAGE REPORT ENDING DECEMBER 31, 2024

Executive Director Zortman introduced Rajesh Sewak, Director of Finance and Administration. In his presentation, Mr. Sewak discussed the Fiscal Year 2025 (FY25) mid-year results. Mr. Sewak stated As of December 31, 2024, the Port of Redwood City (Port) maintained somewhat stable conditions in its operations and in terms of revenues for the fiscal year. The mid-year tonnage declined by 16% from the prior year. Mr. Sewak stated the primary reason for the tonnage decline is due to a decline in the construction sector, specifically in the office and industrial markets. Mr. Sewak stated regardless of the decline; the total revenue remained very comparable to the previous year. Mr. Sewak stated the Port achieved Gross Revenue of \$4.97 million for the first six-month period of the fiscal year versus \$5 million in the prior

fiscal year. Mr. Sewak concluded his presentation. After inviting public comment, Vice Chair Radcliffe 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 this agenda item.

B. CERTIFICATION OF SEMI-ANNUAL INVESTMENT REPORT ENDING DECEMBER 31, 2024

In this presentation, Mr. Sewak stated that revenues continue to increase, and interest earned on investment continues to climb. In conclusion Sewak stated the Port's financial portfolio is healthy. After inviting public comment, Vice Chair Radcliffe 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 this agenda item.

IX. EXECUTIVE DIRECTOR'S REPORT

On February 19, 2025 Executive Director Zortman, Chair Maupin and Port Partners attended the California Association of Ports Authority (CAPA) Port's Day in Sacramento, Executive Director Zortman stated this annual event includes 11 municipal ports discussing the importance of infrastructure investment, sustainability, and goods movement with State electeds and regulators. On February 27, 2024 Port staff and the Port Commission attended the Chamber of San Mateo County's 127th Annual Awards and Recognition Luncheon. On March 6, 2025 staff attended the California Maritime Security Council meeting. On March 6, 2025 Executive Director Zortman attended and spoke at the Harbor Industrial Association Luncheon. On March 17 through March 20, 2025 Executive Director Zortman and Chair Maupin will be attending the American Association of Port Authority (AAPA) 2025 Legislative Summit (summit). Executive Director Zortman stated this summit is held annually in Washington, D.C., also stating meetings are held with Congressman Mullin, Congressman Liccardo, other federal electeds and representatives including FEMA and the agencies that award the Port with funds from various grant programs. Executive Director Zortman stated staff is finalizing the Port's annual Drone Show taking place on May 10, 2025. Executive Director Zortman thanked the Operations and Finance staff, stating they continue to do a fantastic job.

X. MATTERS OF BOARD INTEREST

Nothing to report out.

XI. CLOSED SESSION — NONE

XII. ADJOURNMENT — TO REGULAR MEETING OF MARCH 26, 2025

After inviting public comment, Vice Chair Radcliffe 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 was made by Commissioner Gasparini and seconded by Commissioner Chang. The motion passed 4-0 with Chair Maupin having an excused absence. The meeting was adjourned by Vice Chair Radcliffe at 8:43 AM to its next regularly scheduled meeting on March 26, 2025.



**BOARD OF PORT COMMISSIONERS
PORT OF REDWOOD CITY
MINUTES
REGULAR MEETING
WEDNESDAY, 8:00 AM
MARCH 26, 2025**

**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; Director of Finance and Administration, Rajesh Sewak and Port Attorney, Francois X. Sorba

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, Claire, Radcliffe and Maupin in attendance. Commissioner Maupin 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 — MARCH 18, 2025

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 March 18, 2025. A motion to approve claims dated March 18, 2025 was made by Commissioner Radcliffe and was seconded by Commissioner Claire. The motion passed by a unanimous voice roll call vote of all Commissioners present.

V. ORDINANCES

A. ORDINANCE OF THE BOARD OF PORT COMMISSIONERS OF THE CITY OF REDWOOD CITY AMENDING SECTIONS 2 AND 10 OF ORDINANCE P-295 APPROPRIATING ANTICIPATED REVENUES AND OTHER GENERAL FUNDS OF THE PORT OF REDWOOD CITY FOR THE FISCAL YEAR JULY 1, 2024 – JUNE 30, 2025

After inviting public comment, 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 this agenda item. A motion to waive the full reading and introduce the ordinance was made by Commissioner Chang and was seconded by Commissioner Radcliffe. The motion passed by a unanimous voice roll call vote of all Commissioners present.

VI. RESOLUTIONS

A. RESOLUTION OF THE BOARD OF PORT COMMISSIONERS OF THE CITY OF REDWOOD CITY ACCEPTING THE MAINTENANCE DREDGING 2024 PROJECT AND AUTHORIZING RELEASE OF PAYMENT AND PERFORMANCE BONDS PURSUANT TO THE TERMS OF THE CONTRACT WITH THE DUTRA GROUP

After inviting public comment, 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 this agenda item. A motion to adopt

the resolution was made by Commissioner Gasparini and was seconded by Commissioner Radcliffe. The motion passed by a unanimous voice roll call vote of all Commissioners present.

B. RESOLUTION OF THE BOARD OF PORT COMMISSIONERS OF THE CITY OF REDWOOD CITY AUTHORIZING EXPENDITURE FOR PUBLIC IMPROVEMENTS, WAIVING THE REQUIREMENT OF COMPETITIVE PUBLIC BIDDING IN CONNECTION THEREWITH; ACCEPTING THE PROPOSAL OF BALFOUR BEATTY RAIL AND AUTHORIZING EXECUTION OF AGREEMENT FOR SAID WORK

Executive Director Zortman introduced Christie Coats, Director of Director of Operations. Ms. Coats provided a brief presentation highlighting the urgency to replace the rail system at the Port. Ms. Coats stated the rail has deteriorated from sitting under dirt and from the high water table. Ms. Coats stated the rail replacement is considered a Capital Investment also adding the replacement materials will withstand the Port's environment.

After inviting public comment, 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 this agenda item. A motion to adopt the resolution was made by Commissioner Gasparini and was seconded by Commissioner Claire. The motion passed by a unanimous voice roll call vote of all Commissioners present.

C. RESOLUTION OF THE BOARD OF PORT COMMISSIONERS OF THE CITY OF REDWOOD CITY ACCEPTING THE PROPOSAL OF QOVO SOLUTIONS INC. FOR CCTV UPGRADE AT THE PORT OF REDWOOD CITY; AUTHORIZING EXECUTION OF AGREEMENT FOR SAID WORK

Christie Coats, Director of Director of Operations stated the importance of the need for CCTV upgrade at the Port. Ms. Coats stated the current CCTV software is no longer available, therefor needs to be replaced. Ms. Coate stated the current provider is located in Redbluff, California, with lengthy lead time for appointments. Ms. Coats stated Qovo Solutions, Inc. is located in Morgan Hill, offering a timelier response. After inviting public comment, 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 this agenda item. A motion to adopt the resolution was made by Commissioner Radcliffe and was seconded by Commissioner Claire. The motion passed by a unanimous voice roll call vote of all Commissioners present.

VII. MOTIONS — NONE

VIII. REPORTS/PRESENTATIONS — NONE

IX. EXECUTIVE DIRECTOR'S REPORT

On March 17 through March 20, 2025 Executive Director Zortman and Chair Maupin attended the American Association of Port Authority (AAPA) 2025 Legislative Summit (summit) in Washington D.C. Executive Director Zortman stated both she and Chair Maupin met with federal electeds and their staff, Army Corps of Engineers and FEMA. Some topics included the Port Security Grant Program, current changes of the new Administration and its effects. Executive Director Zortman stated the Port Sponsorship Program is closing the first week of April. Executive Director Zortman stated on April 9, 2025 the Port will commence its Lunch & Learn On The Bay; where a tour is conducted on the Brownlee and an informative presentation is given about the activities and developments along the Redwood City waterfront and beyond. Executive Director Zortman stated Rock the Dock will also commence in April and the annual Drone Show will be on May 10, 2025. This concluded her report.

X. MATTERS OF BOARD INTEREST

On March 17 through March 20, 2025 Chair Maupin and Executive Director Zortman attended the American Association of Port Authority (AAPA) 2025 Legislative Summit. Chair Maupin stated Executive Director Zortman gave closing remarks at the Summit. On March 11, 2025 Chair Maupin attended the City of Redwood City's 101/84 Steering Committee Meeting stating the project and its timeline is good.

XI. CLOSED SESSION

CONFERENCE WITH LEGAL COUNSEL — ANTICIPATED LITIGATION —

BASED ON EXISTING FACTS AND CIRCUMSTANCES, THE LEGISLATIVE BODY OF THE LOCAL AGENCY HAS DECIDED TO INITIATE OR IS DECIDING WHETHER TO INITIATE LITIGATION." GOVERNMENT CODE, SECTION 54956.9 (d)(4) NUMBER OF CASES: 1

Chair Maupin convened the Board into a Closed Session at 8:34 AM for the above matter.

Chair Maupin reconvened the Board into Open Session at 8:51 AM, stating no reportable actions from Closed Session.

XII. ADJOURNMENT — TO REGULAR MEETING OF APRIL 9, 2025

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 was made by Commissioner Radcliffe and seconded by Commissioner Chang. The motion passed by a unanimous voice roll call vote of all Commissioners present. The meeting was adjourned by Chair Maupin at 8:52 AM to its next regularly scheduled meeting on April 9, 2025.



**BOARD OF PORT COMMISSIONERS
PORT OF REDWOOD CITY**

STAFF REPORT

DATE: April 9, 2025

ITEM NO: V.A

SUBMITTED BY: Rajesh Sewak, Director of Finance and Administration

TITLE: ORDINANCE OF THE BOARD OF PORT COMMISSIONERS OF THE CITY OF REDWOOD CITY ESTABLISHING SALARY PLAN FOR THE OFFICERS AND EMPLOYEES OF THE PORT OF REDWOOD CITY, AND REPEALING ALL ORDINANCES, OR PORTIONS THEREOF, IN CONFLICT HEREWITH

RECOMMENDATION

Staff recommends that the Board of Port Commissioners (Board) introduce the Ordinance establishing the Salary Plan for Fiscal Year 2026 (FY2026) and repealing the current Ordinance.

BACKGROUND

The Port of Redwood City (Port) by Ordinance establishes a Salary Plan for employees. The Salary Plan designates positions of employment and establishes salary ranges for each position. The Port Executive Director specifies the annual salary for each position. The Board establishes the annual salary ranges and any additional compensation and conditions of employment for the Executive Director.

The Salary Plan provides that initial employment is normally made at a salary at the lower or middle range based on certain considerations regarding the employee's experience, knowledge, and education as well as the difficulty of locating qualified employees. Following initial employment, the Salary Ordinance includes timing and terms for eligibility of salary increases based on the discretion of the Executive Director.

For the FY2026 Salary Plan, the Port benchmarked salary ranges of other local agencies to determine the new Salary Plan. While the Port's salary ranges are very comparable to other local agencies, some of the positions need to be adjusted to be in alignment. The new Salary Ordinance will allow management to adjust salaries to meet current economic trends and living expenses. The new Salary Plan will supersede the plan approved by the Board on April 24, 2024, for FY2025.

ANALYSIS

In order to maintain competitive salary ranges and in preparation for the FY2026 Port Budget, adjustments to specific salaries have been made since the approval of the current Salary Ordinance in FY2025. Attached is the Salary Ordinance of FY2025 with red-lined edits for FY2026 Salary Ordinance.

In addition to base salary, the Port pays the employer contribution to the California Public Employees Retirement System (CalPERS). The Port also pays into CalPERS, 3% of Tier-1 employees and 2% of Tier-2 employees of the total 8% contribution otherwise payable by the employee.

The new Salary Plan, if approved, will be implemented on July 1, 2025.

Cost Recovery	N/A
Port 2020 Vision	Comports with the Port's 2020 Vision retaining talent
Budget	FY2026 Budget will reflect the new salary ranges

DATE: April 9, 2025

ITEM NO: V.A

TITLE: ORDINANCE OF THE BOARD OF PORT COMMISSIONERS OF THE CITY OF REDWOOD CITY ESTABLISHING SALARY PLAN FOR THE OFFICERS AND EMPLOYEES OF THE PORT OF REDWOOD CITY, AND REPEALING ALL ORDINANCES, OR PORTIONS THEREOF, IN CONFLICT HERewith

ALTERNATIVES

If the Board chooses not to approve the Ordinance the Port may lose its competitive advantage for employee retention.

ENVIRONMENTAL REVIEW

The action before the Board for consideration today is not subject to the CEQA review process pursuant to Resource Code, Section 21065 and Guidelines, Section 15378.



Staff

Executive Director

ATTACHMENTS

- A. Salary Ordinance for FY2025 with red-lined edits for FY2026

ATTACHMENT A

ORDINANCE NO. P-

ORDINANCE OF THE BOARD OF PORT COMMISSIONERS OF THE CITY OF REDWOOD CITY ESTABLISHING SALARY PLAN FOR THE OFFICERS AND EMPLOYEES OF THE PORT OF REDWOOD CITY, AND REPEALING ALL ORDINANCES, OR PORTIONS THEREOF, IN CONFLICT HEREWITH.

BE IT ORDAINED BY THE BOARD OF PORT COMMISSIONERS OF THE CITY OF REDWOOD CITY AS FOLLOWS:

SECTION 1. The annual salary ranges for each position of employment with the Port of Redwood City are hereby established in accordance with the schedule shown below. The specific salary for the Port Manager ("Executive Director") shall be established as per Section 2 and the specific salary for all other positions shall be established as per Section 3.

<u>POSITION</u>	<u>SALARY RANGES</u>
Port Manager (Executive Director)	\$240,000 <u>250,000</u> - \$335,000 <u>380,000</u>
Director of Operations	\$190,000 <u>200,000</u> - \$265,000 <u>285,000</u>
Harbor Master-Assistant Operations Manager	\$ 95,000 <u>100,000</u> - \$150,000 <u>155,000</u>
Director of Finance & Administration	\$200,000 <u>210,000</u> - \$285,000 <u>295,000</u>
Business Development Manager	\$ 85,000 <u>90,000</u> - \$130,000 <u>140,000</u>
Office Manager/Clerk of the Board	\$ 85,000 <u>90,000</u> - \$130,000 <u>135,000</u>
Accounting Clerk/ <u>Senior</u> Accountant	\$ 75,000 <u>80,000</u> - \$120,000 <u>130,000</u>
Port Maintenance I & II	\$ 70,000 <u>73,000</u> - \$100,000 <u>105,000</u>
Manager of Field Operations	\$ 95,000 <u>100,000</u> - \$145,000 <u>155,000</u>
Lead – Field Operations	\$ 70,000 <u>75,000</u> - \$110,000 <u>115,000</u>

At the discretion of the Executive Director, Executive Management employees spending extra work hours outside of the normal Port business operations including travel time may be eligible to receive one hundred sixty (160) hours per fiscal year of paid leave or equivalent monetary value. Terms and conditions of this benefit shall be based upon the financial resources of the Port and in accordance with the approved budget for the respective fiscal year.

SECTION 2. The Board of Port Commissioners may specify additional terms and conditions of employment for the Executive Director pursuant to a written agreement. Said agreement shall state the compensation to be received by the Executive Director and shall specify his/her annual salary in an amount not to exceed the salary stated in Section 1.

SECTION 3.

(a) The annual salary for each position other than the position of Executive Director shall be established from time to time by the Executive Director within the salary range for each position as specified in Section 1.

(b) Initial appointments shall normally be made at a salary equal to the lowest amount of applicable range. Such appointments may be made at a rate between the minimum and maximum of a salary range when justified upon consideration of: (1) difficulty of locating qualified personnel; and/or (2) an appointee's experience, education, knowledge of the particular duties required, and other criteria as may be related to such consideration on the basis of merit.

(c) An employee may be eligible for a salary increase upon satisfactory completion of six (6) consecutive months of employment and upon consideration of said employee's performance and other criteria related to awarding increased compensation on the basis of merit. Such adjustment, if any, shall be made by the Executive Director in the exercise of his/her sound discretion.

(d) An employee may be eligible for a salary increase upon satisfactory completion of a minimum period of one (1) year's employment and upon consideration of said employee's performance and other criteria related to awarding increased compensation on the basis of merit. Such adjustment, if any, shall be made by the Executive Director in the exercise of his/her sound discretion.

SECTION 4. The Port of Redwood City shall pay the employer contribution to the California Public Employees Retirement System (CalPERS). In addition, for and on behalf of its employees enrolled in CalPERS on or prior to October 13, 2011, the Port of Redwood City shall also pay to CalPERS, 3% of Tier-1 employees and 2% of Tier-2 employees of the 8% contribution otherwise payable by the employee.

SECTION 5. The Executive Director is hereby authorized to employ such part-time or temporary personnel as are necessary to carry out the normal operations of the Port, provided however, that (1) compensation is limited to no more than \$10,000 during any fourteen (14) day period; and (2) funds shall have been appropriated for such purposes during the Fiscal Year for

which such employment is retained. All such part-time or temporary personnel shall be subject to dismissal by the Executive Director without notice at any time and without cause.

SECTION 6. This Ordinance shall be effective thirty (30) days after its adoption.

SECTION 7. All ordinances and portions of ordinances in conflict herewith, to the extent of such conflict, are hereby repealed.

* * *

Introduced on the 9th day of April 2025.

Passed and adopted as an ordinance of the Board of Port Commissioners of the City of Redwood City this ____ day of May 2025 by the following vote.

AYES, COMMISSIONERS:

NOES, COMMISSIONERS:

ABSENT, COMMISSIONERS:

ABSTAIN, COMMISSIONERS:

Chair Maupin, Board of Port Commissioners

Attest:

Secretary Claire, Board of Port Commissioners



**BOARD OF PORT COMMISSIONERS
PORT OF REDWOOD CITY**

STAFF REPORT

DATE: April 9, 2025

ITEM NO: VIII.A

SUBMITTED BY: Rajesh Sewak, Director of Finance and Administration

TITLE: RECEIVE THE FISCAL YEAR 2024 ANNUAL AUDITED FINANCIAL STATEMENTS (MAZE & ASSOCIATES)

RECOMMENDATION

Staff recommends that the Board of Port Commissioners (Board) receive and accept the findings of Maze & Associates Fiscal Year 2024 (FY24) annual audited financial statements, as it relates to the Port of Redwood City's (Port) financial statements and data analysis, and provide direction if applicable.

BACKGROUND

An independent certified public accounting firm, Maze & Associates, was engaged to audit the financial statements of the Port for the year ending June 30, 2024, and to provide a report on internal controls over financial reporting and compliance pursuant to applicable laws and regulations.

The contract, with Maze & Associates, required that the audit be performed in accordance with U.S. Government Auditing Standards together with Governmental Accounting Standards Board's (GASB) various statements and issue an opinion of the port's financial statements. These GASB Statements establish financial reporting requirements for state and local governments throughout the United States.

Additionally, Maze & Associates analyzed whether the Port's financial management systems substantially complied with the requirements of Generally Accepted Accounting Principles (GAAP) and any reportable non-compliance with laws and regulations it tested.

Furthermore, the audit was conducted to obtain reasonable assurance as to whether the financial statements were free of misstatements or errors that included examining evidence supporting the amounts presented in the financial statements and testing of internal controls.

In its auditor's report of the Port's FY24 financial statements, dated January 15, 2025, Maze & Associates expressed an unmodified opinion or clean audit. In their opinion, the financial statements presented were in accordance with accounting principles generally accepted in the United States of America.

ANALYSIS

The Port's net assets increased by \$3,759,634 from \$49,924,331 as of June 30, 2023 to \$53,683,965 as of June 30, 2024.

Cost Recovery	N/A
Port 2020 Vision	Comports with the Port's 2020 Vision
Budget	Annual Audit accounted for in Board Approved Budget

DATE: April 9, 2025

ITEM NO: VIII.A

TITLE: RECEIVE THE FISCAL YEAR 2024 ANNUAL AUDITED FINANCIAL STATEMENTS (MAZE & ASSOCIATES)

ALTERNATIVES

N/A

ENVIRONMENTAL REVIEW

The action before the Board for consideration today is not subject to the CEQA review process pursuant to Resource Code, Section 21065 and Guidelines, Section 15378.



Staff

Executive Director

ATTACHMENTS

A. Port of Redwood City's Basic Financial Statements & Independent Auditor's Report for FY2024

**PORT OF REDWOOD CITY,
REDWOOD CITY, CALIFORNIA**

**BASIC FINANCIAL STATEMENTS AND
INDEPENDENT AUDITORS' REPORT**

FOR THE YEARS ENDED JUNE 30, 2024 AND 2023

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Port of Redwood City
Basic Financial Statements
For the years ended June 30, 2024 and 2023

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INDEPENDENT AUDITOR'S REPORT

To the Board of Commissioners
Of the Port of Redwood City
Redwood City, California

Report on the Financial Statements

Opinions

We have audited the accompanying financial statements of the business-type activities of the Port of Redwood City, California (Port), a department and enterprise fund of the City of Redwood City, California (City), as of and for the years ended June 30, 2024 and 2023, respectively, and the related notes to the financial statements, which collectively comprise the Port's basic financial statements as listed in the Table of Contents.

In our opinion, the financial statements referred to above present fairly, in all material respects, the financial position of the business-type activities of the Port as of June 30, 2024 and 2023, respectively, and the change in financial position and cash flows thereof for the years then ended in accordance with accounting principles generally accepted in the United States of America.

Basis for Opinions

We conducted our audits in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States. Our responsibilities under those standards are further described in the Auditor's Responsibilities for the Audit of the Financial Statements section of our report. We are required to be independent of the Port and to meet our other ethical responsibilities, in accordance with the relevant ethical requirement relating to our audit. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinions.

Responsibilities of Management for the Financial Statements

Management is responsible for the preparation and fair presentation of these financial statements in accordance with accounting principles generally accepted in the United States of America, and for the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of the financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, management is required to evaluate whether there are conditions or events, considered in the aggregate, that raise substantial doubt about Port's ability to continue as a going concern for twelve months beyond the financial statement date, including any currently known information that may raise substantial doubt shortly thereafter.

Auditor's Responsibilities for the Audit of the Financial Statements

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance but is not absolute assurance and therefore is not a guarantee that an audit conducted in accordance with generally accepted auditing standards and *Government Auditing Standards* will always detect a material misstatement when it exists. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control. Misstatements are considered material if there is a substantial likelihood that individually or in the aggregate, they would influence the judgment made by a reasonable user based on the financial statements.

In performing an audit in accordance with generally accepted auditing standards and *Government Auditing Standards*, we:

- Exercise professional judgment and maintain professional skepticism throughout the audit.
- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, and design and perform audit procedures responsive to those risks. Such procedures include examining, on a test basis, evidence regarding the amounts and disclosures in the financial statements.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the Port's internal control. Accordingly, no such opinion is expressed.
- Evaluate the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluate the overall presentation of the financial statements.
- Conclude whether, in our judgment, there are conditions or events, considered in the aggregate, that raise substantial doubt about the Port's ability to continue as a going concern for a reasonable period of time.

We are required to communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit, significant audit findings, and certain internal control-related matters that we identified during the audit.

Required Supplementary Information

Accounting principles generally accepted in the United States of America require that Management's Discussion and Analysis and other Required Supplementary Information as listed in the Table of Contents be presented to supplement the basic financial statements. Such information is the responsibility of management and, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board, who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic or historical context. We have applied certain limited procedures to the required supplementary information in accordance with auditing standards generally accepted in the United States of America, which consisted of inquiries of management about the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We do not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance.

Other Reporting Required by Government Auditing Standards

In accordance with *Government Auditing Standards*, we have also issued our report dated January 15, 2025 on our consideration of the Port's internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements and other matters. The purpose of that report is to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the Port's internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the Port's internal control over financial reporting and compliance.

Maze & Associates

Pleasant Hill, California
January 15, 2025

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MANAGEMENT'S DISCUSSION AND ANALYSIS FOR THE FISCAL YEAR ENDED JUNE 30, 2024

The Port of Redwood City has issued its financial statements for the fiscal year ended June 30, 2024 in conformity with the format prescribed by the provisions of Government Accounting Standards Board Statement 34 (GASB 34). This report, Management's Discussion and Analysis, is an overview of the Port's financial activities for the fiscal year and is an integral part of the accompanying Basic Financial Statements.

ACCOUNTING METHOD

The Port's operations are accounted for as an Enterprise Fund. Enterprise funds are used by municipalities to account for operations which are financed and managed similar to private business enterprises, where the costs and expenses (including depreciation) of providing services to the public on a continuing basis are recovered primarily through user charges. The Port does not receive tax revenues. The Port's revenues and expenses are recognized on a full accrual basis; revenues are recognized in the period in which they are earned and expenses are recognized in the period incurred. All assets and liabilities associated with the activity of the enterprise are included on the Statement of Net Position. The Port is stated as a department in the City of Redwood City's financial statements.

THE BASIC COMPONENT UNIT FINANCIAL STATEMENTS

The Port has only one fund, therefore the Basic Financial Statements do not reflect the activities of multiple funds. The Basic Financial Statements include the Statement of Net Position, Statement of Revenues, Expenses and Changes in Net Position (Income Statement) and Statement of Cash Flows. Together with this report, the Basic Financial Statements provide information about the significant events, assumptions and decisions which resulted in the financial performance reflected in those statements.

The Statement of Net Position provides information regarding the financial position of the Port, including its capital assets and debts.

The Statement of Activities and Changes in Net Position (Income Statement) provides information regarding the revenues generated by each segment of the Port's business, and the expenses incurred in generating those revenues. The ultimate focus of the income statement is the measurement of profitability as reflected by the amount of net income generated for the fiscal year.

The Statement of Cash Flows provides information regarding the sources and uses of the cash which flowed into and out of the Port as a result of its operations and financing decisions.

FINANCIAL ACTIVITIES & FISCAL YEAR 2024 HIGHLIGHTS

The Statement of Net Position

The port business is capital intensive; significant investment in assets is required in order to acquire the land, and construct and maintain the necessary infrastructure and facilities. The acquisition of assets can be funded by cash reserves, debt, or donated capital including grants. In general, debt can be incurred in the form of notes payable and/or bonds payable. A condensed version of the Statement of Net Position is presented in Table A below, which reflects the capital intensity of the Port's business and the changes which occurred between Fiscal Years 2024, 2023, and 2022.

Table A

	FY24	FY23	FY24 vs. FY23 Change	FY22	FY23 vs. FY22 Change
Assets					
Current Assets	\$ 28,127,183	\$ 25,322,002	\$ 2,805,181	\$ 21,890,109	\$ 3,431,893
Noncurrent Asset	1,253,271	1,135,800	117,471	1,103,140	32,660
Capital Assets, Net	37,838,854	38,058,470	(219,616)	37,644,970	413,500
All Other Assets	13,419,665	14,431,953	(1,012,288)	15,409,542	(977,589)
Total Assets	80,638,973	78,948,225	1,690,748	76,047,761	2,900,464
Deferred Outflow of Resources					
Loss on Bond Refunding	107,197	125,053	(17,856)	142,909	(17,856)
Pension Related	979,179	1,095,897	(116,718)	535,977	559,920
Pension Contributions	-	-	-	4,259	(4,259)
OPEB Related	24,078	64,060	(39,982)	169,409	(105,349)
Total Deferred Outflows	1,110,454	1,285,010	(174,556)	852,554	432,456
Liabilities					
Current Liabilities	3,874,327	4,346,940	(472,613)	3,073,905	1,273,035
Non-current Liabilities	11,335,940	12,322,701	(986,761)	12,101,972	220,729
Total Liabilities	15,210,267	16,669,641	(1,459,374)	15,175,877	1,493,764
Deferred Inflow of Resources					
Leases Related (Note 11)	12,767,919	13,430,738	(662,819)	14,731,729	-
OPEB Related	61,571	150,688	(89,117)	80,180	70,508
Pension Related	25,705	57,837	(32,132)	854,733	(796,896)
Total Deferred Inflows	12,855,195	208,525	(784,068)	934,913	(726,388)
Net Position					
Net Investment in					
Capital Assets	30,836,522	29,964,279	872,243	31,737,033	(1,772,754)
Restricted for Bebt Service	1,026,109	993,595	32,514	957,585	36,010
Unrestricted	21,821,334	18,966,457	2,854,877	13,363,178	\$ 5,603,279
Total Net Position	\$ 53,683,965	\$ 49,924,331	\$ 3,759,634	\$ 46,057,796	\$ 3,866,535

The increase in Net Position between June 30, 2024 and June 30, 2023 is due to the profitable operation of the Port for the fiscal year July 1, 2023 to June 30, 2024.

The \$3,759,634 increase in FY24 Total Net Position is comprised of:

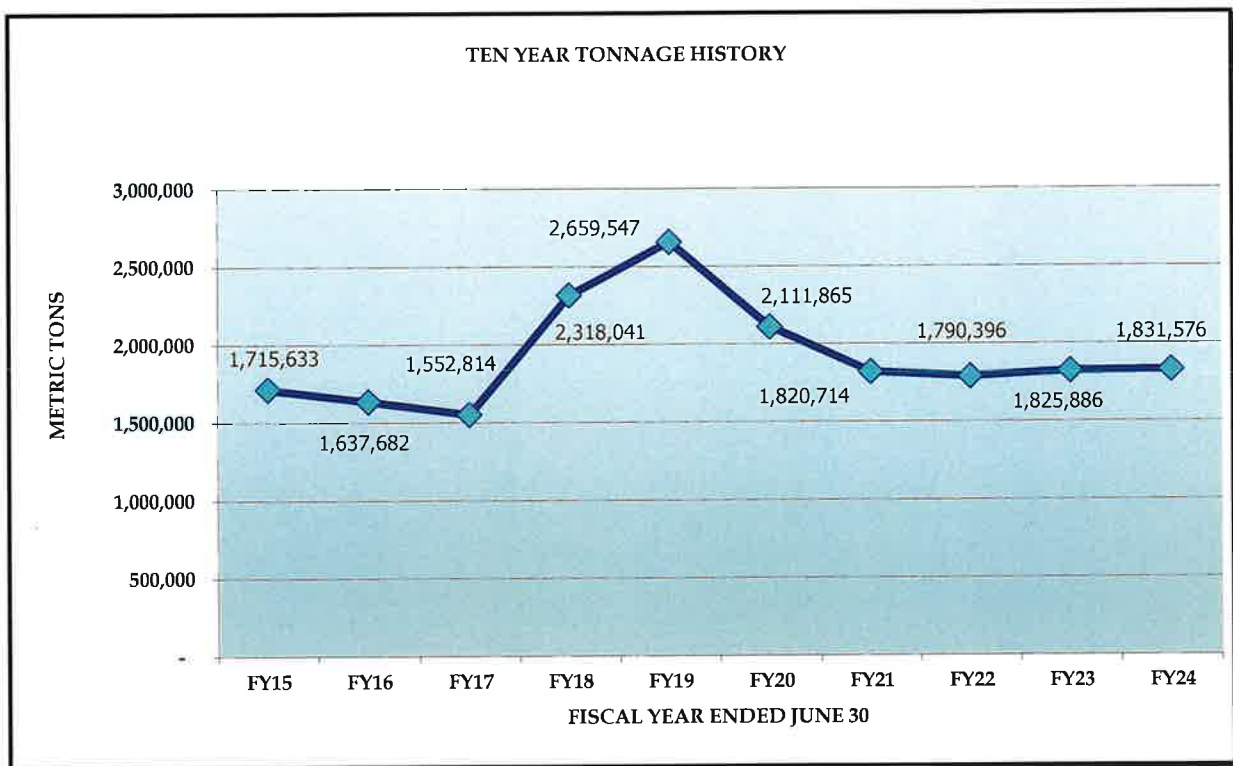
\$ 4,372,532	- Net income for the year
< 612,898 >	- Less subvention to the City of Redwood City.
<u>\$ 3,759,634</u>	

FINANCIAL ACTIVITIES & FISCAL YEAR 2024 HIGHLIGHTS, CONTINUED

The Statement of Revenues, Expenses & Changes in Net Position

The Port's business is comprised of three major segments:

- Maritime – activities related to the import and export of waterborne cargos.
- Recreational Boating – activities related to the operation of a public marina, boat launch facility and dry boat storage facility.
- Commercial – activities related to the leasing of land and buildings not directly associated with Maritime activities.



In Fiscal Year 2024 (FY24) the Port's tonnage was 1,831,576 metric tons, almost 1% up from 1,825,886 metric tons in FY23.

FINANCIAL ACTIVITIES & FISCAL YEAR 2024 HIGHLIGHTS, CONTINUED

The Statement of Revenues, Expenses & Changes in Net Position (continued)

The Port's Income Statement segregates the revenues and expenses of each of its three major business segments, as well as expenses related to the operation and maintenance of the Port's infrastructure and its administration. Table B, below, is a condensed version of the Income Statement; it summarizes the Port's revenue and expense, splits out other non-operating revenue/(expense) into its component parts, and compares results for Fiscal Years 2024, 2023 and 2022.

Table B

	FY24	FY23	FY24 vs. FY23 Change	FY22	FY23 vs. FY22 Change
Revenue					
Operating Revenue	\$ 10,205,854	\$ 10,060,890	\$ 144,964	\$ 9,660,823	\$ 400,067
Interest Income	1,279,117	507,070	772,047	75,461	431,609
Other Non-Operating Income	313,727	743,192	(429,465)	50,000	693,192
Total Revenue	11,798,698	11,311,152	487,546	9,786,284	1,524,868
Expense					
Operations	4,394,479	3,919,843	474,636	5,137,329	(1,217,486)
Administration	2,591,619	2,296,844	294,775	1,607,375	689,469
Operating Expense	6,986,098	6,216,687	769,411	6,744,704	(528,017)
Interest Expense	379,319	411,435	(32,116)	445,619	(34,184)
Other Non-Operating Expense	60,749	220,044	(159,295)	251,165	(31,121)
Total Expense	7,426,166	6,848,166	578,000	7,441,488	(593,322)
Excess (Deficiency) before Contributions, Special & Extraordinary Items & Transfers	4,372,532	4,462,986	(90,454)	2,344,796	2,118,190
Transfers (Subvention)	(612,898)	(596,451)	(16,447)	(564,013)	(32,438)
Net Income	\$ 3,759,634	\$ 3,866,535	\$ (106,901)	\$ 1,780,783	\$ 2,085,752

Port's operating revenue for Fiscal Year 2024 increased by 1.4% or \$145,000 compared to Fiscal Year 2023, and that was mainly because of rent increases.

The Charter of the City of Redwood City requires that the Port annually give to the City any surplus funds which in the judgment of the Board of Port Commissioners is not needed for Port purposes. This is called subvention; for Fiscal Year 2024 the Port will pay subvention of \$612,898 to the City.

FINANCIAL ACTIVITIES & FISCAL YEAR 2024 HIGHLIGHTS, CONTINUED

Capital Assets

At June 30, 2024 the Port had \$68,307,579 in capital assets and \$30,468,725 accumulated depreciation, resulting in net capital assets of \$37,838,854. A summary of the activity and balances in capital assets is presented in Table C below.

Table C

	June 30, 2023	Additions & Transfers	Deletions & Transfers	June 30, 2024
Land and Land Improvements	\$ 2,574,066	\$ -	\$ -	\$ 2,574,066
Infrastructure	4,803,455	-	-	4,803,455
Recreational Boating Facilities	7,651,285	2,520	-	7,653,805
Terminal & Facilities	40,147,455	19,215	-	40,166,670
Furniture, Fixtures & Equipment	818,551	7,621	-	826,172
Channel and Maritime Harbor	4,319,084	9,916	-	4,329,000
Construction in Progress	7,033,693	920,718	-	7,954,411
Total Capital Assets	\$ 67,347,589	\$ 959,990	\$ -	\$ 68,307,579
Accumulated Depreciation	(29,289,119)	(1,179,606)	-	(30,468,725)
Capital Assets, Net	\$ 38,058,470	\$ (219,616)	\$ -	\$ 37,838,854

At June 30, 2024, of the \$7,954,411 balance in Construction in Progress \$2,322,289 pertains to the Channel Deepening Feasibility Study, \$2,053,778 Fishing Pier, \$1,628,637 Emergency Operations Center (EOC), \$424,196 Improvement to Rail Spur, \$595,637 9-Acre Parcel Development, \$611,810 Ferry Project, and the remaining \$318,064 to the other capital projects underway including Marina Improvements, Shoreline Improvement etc.

Debt Administration

At June 30, 2024, the Port had the following debt obligations:

2012 Port Revenue Bonds – The bonds were issued on June 26, 2012, in the principal amount of \$10,000,000 to partially fund the replacement of Wharves 1 & 2. The remaining principal balance at June 30, 2024 was \$5,036,242. The interest rate is fixed at 4.20% throughout the 20 year term; principal and interest payments are due monthly through June 1, 2032.

2015 Port Revenue Bonds – The bonds were issued on June 1, 2015, in the principal amount of \$6,940,000 to refund the Revenue Bonds Series 1999. The remaining principal balance at June 30, 2024 was \$3,151,127. The bonds bear an interest rate between 2.00% and 4.00% and are fully amortized. Principal and interest are payable on June 1 and December 1 of each year throughout the 15 year term. The bonds are secured by and payable from the revenues generated by the Port's operations.

ECONOMIC OUTLOOK AND MAJOR INITIATIVES

The Port's inbound cargos are concentrated in bulk construction materials; export cargo currently includes ferrous scrap metal destined for recycling in Asia. The Port's Fiscal Year 2025 (FY2024-25) budget for import and export tonnage was based on the expectations of its key customers with regard to their particular markets. At 1.920 million metric tons, the FY2024-25 tonnage budget is almost 5% higher than FY2023-24 Actual tonnage.

GOALS FY 2024-25

In light of the worldwide impacts associated with COVID-19, the Port has been active behind the scenes planning for a post-pandemic future. While we have continued to see cargo operations fueling our region's essential construction activities, the Port, has been diligently working to welcome our residents back to the shores by preparing for when our community can safely return to recreational uses.

The Port's overarching Goals for FY 2024-25 include:

- Continue to identify new master developer to activate and redevelop our marina waterfront with more destination type uses and increase Port revenue.
- Implement new real estate leasing policy to guide future lease negotiations (capital investment for term).
- Procure PSGP equipment for jetdock, upgraded cyber security, fencing, and other federal MARSEC improvements (\$3M)
- Improve Green Marine program; implement "pilot" projects which may include aqua culture, resiliency efforts, blue economy/technology.
- Continue efforts to advance the 101/84 interchange and identify funding opportunities through both state and federal sources.
- Maintain and grow existing cargo tonnage as part of post-pandemic economic recovery.
- Continue public waterfront activation events in partnership with the City of Redwood City and launch new community event permitting, tours, gathering spaces, and programs on Port waterfront.
- Host annual public safety emergency drill and exercise with the City of Redwood City and other regional first responder agencies.

CONTACTING THE PORT'S FINANCIAL MANAGEMENT

The Basic Component Unit Financial Statements combined with this report, Management's Discussion and Analysis, are intended to provide citizens, investors and creditors insight into the Port's operation and finances. Questions regarding this report should be directed to:

Port of Redwood City
Director of Finance & Administration
675 Seaport Boulevard, Redwood City, California 94063
Telephone: (650)306-4150 Facsimile: (650)369-7636 Email: portofrc@redwoodcityport.com

Port of Redwood City
Comparative Statements of Net Position
For the years ended June 30, 2024 and 2023

	2024	2023
ASSETS		
Current assets:		
Cash and investments (Note 2)	\$ 25,927,391	\$ 23,493,550
Accounts receivables	1,674,259	1,342,513
Prepaid items	525,533	485,939
Total current assets	28,127,183	25,322,002
Noncurrent assets:		
Restricted cash and investments (Note 2)	1,253,271	1,135,800
Silicon Valley Clean Water capacity rights (Note 4)	400,000	400,000
Prepaid bond insurance	12,871	15,043
Leases receivable (Note 11)	13,006,794	14,016,910
Capital assets (Note 3):		
Non-depreciable assets	10,474,475	9,553,757
Depreciable assets, net	27,364,379	28,504,713
Total capital assets, net	37,838,854	38,058,470
Total noncurrent assets	52,511,790	53,626,223
Total assets	80,638,973	78,948,225
DEFERRED OUTFLOWS OF RESOURCES		
Deferred outflow of resources - loss on bond refunding	107,197	125,053
Deferred outflow of resources - Pension related (Note 7)	979,179	1,095,897
Deferred outflow of resources - OPEB related (Note 8)	24,078	64,060
Total deferred outflow of resources	1,110,454	1,285,010
LIABILITIES		
Current liabilities:		
Accounts payable and accrued liabilities	869,600	813,352
Accrued payroll and benefits payable (Note 1F)	250,042	228,732
Unearned revenue	175,431	175,431
Refundable deposits	936,658	943,863
Interest payable	27,589	31,503
Subvention payable (Note 6)	588,898	1,160,464
Long-term debt - due within one year (Note 5)	1,026,109	993,595
Total current liabilities	3,874,327	4,346,940
Long-term liabilities:		
Net OPEB liabilities (Note 8)	583,632	645,633
Net pension liabilities (Note 7)	3,591,048	3,491,050
Long-term debt - due in more than one year (Note 5)	7,161,260	8,186,018
Total noncurrent liabilities	11,335,940	12,322,701
Total liabilities	15,210,267	16,669,641
DEFERRED INFLOWS OF RESOURCES		
Deferred inflow of resources - Leases related (Note 11)	12,767,919	13,430,738
Deferred inflow of resources - OPEB related (Note 8)	61,571	150,688
Deferred inflow of resources - pension related (Note 7)	25,705	57,837
Total Deferred inflow of resources	12,855,195	13,639,263
NET POSITION		
Net Investment in Capital Assets	30,836,522	29,964,279
Restricted for Debt service	1,026,109	993,595
Unrestricted	21,821,334	18,966,457
Total net position	\$ 53,683,965	\$ 49,924,331

See accompanying Notes to Basic Financial Statements.

Port of Redwood City
Comparative Statements of Activities and Changes in Net Position
For the years ended June 30, 2024 and 2023

	2024	2023
OPERATING REVENUES:		
Marine terminal:		
Rentals-maritime	\$ 2,475,975	\$ 2,527,440
Wharfage	2,575,109	2,479,566
Dockage	796,384	826,957
Facilities usage	539,093	578,805
Line handling	766,710	758,834
Services and miscellaneous	38,085	64,941
Total marine terminal	7,191,356	7,236,543
Rentals - commercial	2,365,190	2,192,008
Recreational boating	538,205	512,224
Other operating revenue	111,103	120,115
Total operating revenues	10,205,854	10,060,890
OPERATING EXPENSES:		
Marine terminal	2,346,662	2,061,980
Recreational boating	583,486	662,730
Commercial	492,996	399,690
Infrastructure	971,335	795,443
Administration and general maintenance	2,591,619	2,296,844
Total operating expenses	6,986,098	6,216,687
OPERATING INCOME	3,219,756	3,844,203
NONOPERATING REVENUE (EXPENSES):		
Interest income	1,279,117	507,070
Interest expense	(379,319)	(411,435)
Grant income	313,727	743,192
Other income (expense), net	(60,749)	(220,044)
Total nonoperating expenses	1,152,776	618,783
Change in net positions before subvention to the City of Redwood City	4,372,532	4,462,986
Subvention to City of Redwood City (Note 6)	(612,898)	(596,451)
Change in net positions	3,759,634	3,866,535
NET POSITION:		
Beginning of year	49,924,331	46,057,796
End of year	\$ 53,683,965	\$ 49,924,331

See accompanying Notes to Basic Financial Statements.

Port of Redwood City
Comparative Statements of Cash Flows
For the years ended June 30, 2024 and 2023

	2024	2023
CASH FLOWS FROM OPERATING ACTIVITIES:		
Cash received from customers and other funds	\$ 9,211,289	\$8,751,701
Cash payments to suppliers for goods and services	(3,205,421)	(1,954,791)
Cash payments to employees for services	(2,496,861)	(2,252,317)
Net cash provided by operating activities	3,509,007	4,544,593
CASH FLOWS FROM NONCAPITAL FINANCING ACTIVITIES:		
Cash payments of subvention to the City of Redwood City	(1,184,464)	-
Other nonoperating revenues (disbursements)	252,978	523,148
Net cash used by noncapital financing activities	(931,486)	523,148
CASH FLOWS FROM CAPITAL AND RELATED FINANCING ACTIVITIES:		
Principal payments on debt	(992,244)	(956,233)
Interest paid on debt	(363,205)	(394,251)
Lease receipts	1,010,116	975,417
Acquisition and construction of capital assets	(959,990)	(1,709,425)
Net cash used by capital and related financing activities	(1,305,323)	(2,084,492)
CASH FLOWS FROM INVESTING ACTIVITIES:		
Interest received on investments	1,279,114	507,070
Net cash provided by investing activities	1,279,114	507,070
Net change in cash and cash equivalents	2,551,312	3,490,319
CASH AND CASH EQUIVALENTS:		
Beginning of year	24,629,350	21,139,031
End of year	\$ 27,180,662	\$ 24,629,350
RECONCILIATION OF OPERATING INCOME (LOSS) TO NET CASH AND CASH EQUIVALENTS PROVIDED BY OPERATING ACTIVITIES		
Operating income (loss)	\$ 3,219,756	\$ 3,844,203
Adjustments to reconcile operating income (loss) to net cash provided by operating activities:		
Depreciation and amortization	1,179,609	1,295,925
(Increase) decrease in assets :		
Accounts receivable	(331,746)	(8,198)
Prepaid expenses	(39,594)	33,964
(Increase) decrease in deferred outflow of resources:		
Deferred outflow of resources - OPEB employer contributions	39,982	105,349
Deferred outflows of resources - pension	-	535,977
Deferred outflow of resources - pension employer contributions	116,718	(1,091,638)
Increase (decrease) in liabilities:		
Accounts payable and accrued expenses	56,248	446,268
Accrued payroll and benefits	21,310	8,255
Refundable deposits	(7,205)	188,895
Net OPEB Liability	(62,001)	(203,742)
Net pension liability	99,998	1,416,714
Increase (decrease) in deferred inflow of resources:		
Deferred inflow of resources - Leases related amounts	(662,819)	(1,300,991)
Deferred inflow of resources - OPEB related amounts	(89,117)	70,508
Deferred inflow of resources - pension related amounts	(32,132)	(796,896)
Net cash provided by operating activities	\$ 3,509,007	\$ 4,544,593

See accompanying Notes to Basic Financial Statements.

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1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

The basic financial statements of the Port of Redwood City (Port) have been prepared in conformity with generally accepted accounting principles (GAAP) as applied to governmental agencies. The Governmental Accounting Standards Board (GASB) is the accepted standard setting body for establishing governmental accounting and financial reporting principles. The more significant of the Port's accounting policies are described below.

A. Reporting Entity

The Port was established under the City of Redwood City's (City) Charter as a department of the City and is managed by the Board of Port Commissioners, whose five members are appointed by the City Council. The Port's financial statements are included in the basic financial statements of the City.

The Port is one of California's most diversified small ports. In addition to handling bulk and recycled materials, other uses include warehouse and office leasing, recreational boating facilities and a 190-slip marina.

B. Basis of Accounting and Measurement Focus

The Port is an enterprise fund which is considered a separate accounting entity. The operations of the fund are accounted for with a separate set of self-balancing accounts that comprise its assets, liabilities, net position, revenues, and expenses. The basic financial statements include a Statement of Net Position, a Statement of Activities and Changes in Net Position and a Statement of Cash Flows.

These financial statements are presented on an "*economic resources*" measurement focus and the accrual basis of accounting. Under the accrual basis of accounting, revenues are recognized in the period in which they are earned and expenses are recognized in the period in which the liability is incurred. The accompanying Statement of Activities and Changes in Net Position presents increases (revenues) and decreases (expenses) in total net position. All of the Port's assets and liabilities, including capital assets and long-term liabilities, are included in the accompanying Statement of Net Position. The net position total reflected on both the Statement of Activities and Changes in Net Position and the Statement of Net Position represents equity.

C. Cash, Cash Equivalents and Investments

For purposes of the statement of cash flows, the Port considered all highly liquid investments with a maturity of three months or less when purchased to be cash equivalents.

1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES, Continued

C. Cash, Cash Equivalents and Investments, Continued

In accordance with GASB Statement No. 31, *Accounting and Financial Reporting for Certain Investments and for External Investment Pools*, highly liquid market investments with maturities of one year or less at time of purchase may be stated at amortized cost; all other investments should be stated at fair value. Market value is used as fair value for those securities for which market quotations are readily available. The Port has elected to state all investments at fair value.

The Port participates in an investment pool managed by the State of California, the Local Agency Investment Fund (LAIF), which has invested a portion of the pool funds in Structured Notes and Asset-Backed Securities. LAIF's investments are subject to credit risk. In addition, these Structured Notes and Asset-Backed Securities are subject to change in interest rate risk.

D. Capital Assets

Capital assets are valued at historical cost or estimated historical cost if actual historical cost is not available. Donated capital assets are valued at their estimated fair market value on the date donated. Port policy has set the capitalization threshold for reporting capital assets at \$500. Depreciation is recorded on a straight-line basis over estimated useful lives of the assets as follows:

Land improvements	30-50 years
Infrastructure	30-50 years
Recreational boating facilities	30-50 years
Terminal and facilities	30-50 years
Furniture, fixtures and equipment	10-25 years
Channel and maritime harbor	30-50 years

E. Net Position

Net Investment in Capital Assets - This amount consists of capital assets net of accumulated depreciation, reduced by outstanding debt attributed to the acquisition, construction, or improvement of the assets.

Restricted Net Position - This amount is restricted by external creditors, grantors, contributors, or laws or regulations of other governments.

Unrestricted Net Position - This amount includes all net positions that do not meet the definition of "net investment in capital assets" or "restricted net position."

1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES, Continued

F. Compensated Absences

Compensated absences including accumulated unpaid vacation, sick pay and other employee benefits are accounted for as expenses in the year earned.

Vacation leave is earned by employees at the rate of ten days per year up to five years of service, fifteen days up to fourteen years of service, and twenty days thereafter. The maximum accrual permitted for any employee is two years earned vacation leave.

Sick leave is earned at a rate of eight hours per month. Unused sick leave may be accumulated up to a maximum of 120 working days (960) hours. Annually, employees may convert up to 96 hours of sick leave into compensation at 25% of their rate of pay. Employees leaving the service of the Port receive compensation in the amount of 25% of all unused accumulated sick leave.

G. Use of Estimates

The preparation of financial statements in conformity with generally accepted accounting principles requires management to make estimates and assumptions that affect certain reported amounts and disclosures. Accordingly, actual results could differ from those estimates.

H. Implementation of New GASB Pronouncements

The following Governmental Accounting Standards Board (GASB) pronouncements were effective in the fiscal year 2024:

GASB Statement No. 99 – Effective July 1, 2023, in May 2019, GASB issued Statement No. 99, *Omnibus 2022*. The objectives of this statement and these paragraphs are to enhance comparability in accounting and financial reporting and to improve the consistency of authoritative literature by addressing practice issues that have been identified during implementation of certain GASB Statements related to financial guarantees and the classification and reporting of derivative instruments within the scope of GASB statement No. 53. These paragraphs of this statement had no material impact to the Port's financial statements.

1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES, Continued

H. Implementation of New GASB Pronouncements, Continued

GASB Statement No. 100 – Effective July 1, 2023, GASB issued Statement No. 100, *Accounting Changes and Error Corrections*. The primary objective of this statement is to enhance accounting and financial reporting requirements for accounting changes and error corrections to provide more understandable, reliable, relevant, consistent, and comparable information for making decisions or assessing accountability. This statement had no material impact to the Port's financial statements.

I. Budget and Budgetary Accounting

Budgets are adopted on a basis consistent with Generally Accepted Accounting Principles (GAAP). Prior to June 30 the proposed budget is submitted to the Port Commission for approval and the budget ordinance is introduced. Public hearings are conducted to obtain public comments. At a subsequent regularly scheduled commission meeting, the budget is legally enacted through passage of an ordinance, normally before July 1st. After adoption, the budget is submitted to the City Council, City Clerk, City Manager and Assistant City Manager – Administrative Services of the City of Redwood City. The Commission is authorized to transfer budgeted amounts between line items within any department and can revise amounts which will alter total expenditures by the Port.

J. Pensions

For purposes of measuring the net pension liability and deferred outflows/inflows of resources related to pensions, and pension expense, information about the fiduciary net position of the California Public Employees' Retirement System (CalPERS) plan (Plan) and additions to/deductions from the Plan's fiduciary net position have been determined on the same basis as they are reported by CalPERS Financial Office. For this purpose, benefit payments (including refunds of employee contributions) are recognized when due and payable in accordance with the benefit terms. Investments are reported at fair value.

1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES, Continued

K. Other Postemployment Benefits (OPEB)

For purposes of measuring the net OPEB liability, deferred outflows of resources and deferred inflows of resources related to OPEB, and OPEB expense, information about the fiduciary net position of the Port's plan (OPEB Plan) and additions to/deductions from the OPEB Plan's fiduciary net position have been determined on the same basis. For this purpose, benefit payments are recognized when currently due and payable in accordance with the benefit terms. Investments are reported at fair value. Generally accepted accounting principles require that the reported results must pertain to liability and asset information within certain defined timeframes. For this report, the following timeframes are used:

Valuation Date	June 30, 2023
Measurement Date	June 30, 2024
Measurement Period	July 1, 2022 to June 30, 2023

L. Deferred Outflows/Inflows of Resources

In addition to assets, the statement of net position on balance sheet will sometimes report a separate section for deferred outflows of resources. This separate financial statement element, deferred outflows of resources, represents a consumption of net assets that applies to a future period(s) and so will not be recognized as an outflow of resources (expense/expenditure) until then.

In addition to liabilities, the statement of net position on balance sheet will sometimes report a separate section for deferred inflows of resources. This separate financial statement element, deferred inflows of resources, represents an acquisition of net position that applies to a future period(s) and so will not be recognized as an inflow of resources (revenue) until that time.

M. Leases

Under Government Accounting Standards Board (GASB) Statement No. 87, a lease is defined as a contract that conveys control of the right to use another entity's nonfinancial asset (the underlying asset) as specified in the contract for a period of time in an exchange or exchange-like transaction. Examples of nonfinancial assets include buildings, land, vehicles, and equipment. Port recognizes lease receivables or liabilities with an initial, individual total present value of \$300,000 or more, based on the future lease payments remaining at the start of the lease.

Port reviews and analyzes leases, and when appropriate, would recognize certain lease assets and liabilities as inflows of resources and outflow of resources, based on the payment provision and remaining duration of the contract.

1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES, Continued

N. Subscription-based Information Technology Arrangements (SBITAs)

As clarified by the Government Accounting Standards Board (GASB) Statement No. 96, the Port initially measures the subscription liability at the present value of payments expected to be made during the contract term. Subsequently, the subscription liability is reduced by the principal portion of payments made. The subscription asset is initially measured as the initial amount of the subscription liability, adjusted for payments made at or before the SBITA commencement date, plus certain initial direct costs. Subsequently, the subscription asset is amortized on a straight-line basis over the shorter of the subscription term or the useful life of the underlying IT assets. The Port recognizes SBITA liabilities with an initial, individual value of \$300,000 based on the future SBITA payments remaining at the start of the contract.

The Port monitors changes in circumstances that would require a remeasurement of its subscription and will remeasure the subscription asset and liability if certain changes occur that are expected to affect the amount of the subscription liability significantly.

The Port has no SBITA subject to GASB #96 as of June 30, 2024 and 2023, respectively.

O. Summarized Comparative Information

The basic financial statements include certain prior-year summarized comparative information in total but not at the level of detail required for a presentation in accordance with generally accepted accounting principles. Accordingly, such information should be read in conjunction with the Port's financial statements for the year ended June 30, 2023, from which the summarized information was derived.

Port of Redwood City
Notes to Basic Financial Statements
For the years ended June 30, 2024 and 2023

2. CASH AND INVESTMENTS

A. Summary of Cash and Investments

Deposits and investments held by the Port at June 30, 2024 and 2023 are summarized below:

Cash and Investments:	Fair Value	
	2024	2023
Demand Deposits:		
Deposits	\$ 1,620,715	\$ 1,297,693
Petty cash	1,000	1,000
Investments:		
Local Agency Investment Fund	24,305,676	22,194,857
Total unrestricted cash and investments	25,927,391	23,493,550
Restricted Cash and Investments:		
Cash held in escrow (Mitigation account)	175,431	175,431
Held by fiscal agent *	1,077,840	960,369
Total restricted cash and investments	1,253,271	1,135,800
Total unrestricted and restricted cash and investments	\$ 27,180,662	\$ 24,629,350

*Trustee accounts with U.S. Bank invested in Government obligation funds and US treasury money market.

B. Cash Deposits

As of June 30, 2024 and 2023, the carrying amount of the Port's cash deposits were \$1,620,715 and \$1,297,693 respectively; bank balances before reconciling items were \$2,569,144 and \$1,597,256 respectively, of which \$250,000 was fully insured and \$2,319,144 and \$1,347,256 respectively were collateralized with securities held by the pledging financial institutions in the Port's name as discussed below. The Port has waived collateral requirements for the portion of cash deposits that are fully insured up to \$250,000 by the Federal Deposit Insurance Corporation (FDIC).

The California Government Code requires California banks and savings and loan associations to secure the Port's deposits by pledging securities as collateral. This Code states that collateral pledged in this manner shall have the effect of perfecting a security interest in such collateral superior to those of a general creditor. Thus, collateral for deposits is considered to be held in the Port's name. The market value of pledged securities must equal at least 110% of the Port's deposits. California law also allows financial institutions to secure Port deposits by pledging first trust deed mortgage notes having a value of 150% of the Port's deposits.

Port of Redwood City
Notes to Basic Financial Statements
For the years ended June 30, 2024 and 2023

2. CASH AND INVESTMENTS, Continued

B. Cash Deposits, Continued

As of June 30, 2024 and 2023, the Port had \$1,253,271 and \$1,135,800 respectively in total restricted cash and investments. The investment held by fiscal agents invested in Government obligation funds and US treasury money market funds pledged for the payment of certain bonds as of June 30, 2024 and 2023 was \$1,077,840 and \$960,369 respectively; the amount held in escrow and by fiscal agents pledged for future asset acquisitions was \$175,431 and \$175,431 respectively. The California Government Code requires these funds to be invested in accordance with any applicable Port ordinance, resolution or bond indenture, unless there are specific State statutes governing their investment. These funds have been invested only as permitted by the Investment Policy.

C. Investments

The Port follows the City's investment policy. Under the provisions of the City's investment policy, and in accordance with California Government Code, the following investments are authorized:

<u>Authorized Investment Type</u>	<u>Maximum Maturity</u>	<u>Maximum Percentage of Portfolio</u>	<u>Maximum Investment in One Issuer</u>
United States Treasury Obligations	5 years	No limit	No limit
Federal Agency/Government Sponsored Enterprises	N/A	No limit	No limit
Local Agency Investment Fund	N/A	No limit	\$75 Million
San Mateo County Pool	N/A	No limit	\$75 Million
State and Local Agency Bonds	N/A	20%	5%
Money Market and Mutual Funds	N/A	20%	5%
Local Government Investment Pools	N/A	20%	No limit
U.S. Medium-Term Notes	5 years	30%	5%
Non-negotiable Certificates of Deposit	3 years	10%	2%
Negotiable Certificates of Deposit	N/A	30%	5%
Prime Commercial Paper	270 days	40%	5%
Bankers' Acceptances	180 days	10%	2%
Repurchase Agreements	90 days	10%	2%
Asset-backed Securities	5 years	20%	5%
Supranational Securities	5 years	30%	5%

2. CASH AND INVESTMENTS, Continued

D. Risk Disclosures

GASB Statement No. 40 requires that risks related to deposits and investments be disclosed.

Credit Risk – the risk of loss of value of an investment due to a downgrade of its rating or the failure or impairment of its issuer. In order to limit loss exposure due to Credit Risk, the investment policy limits purchases of investments to those rated A-1 by Standard & Poor's or P-1 by Moody's Investors Service.

Investment Type	Credit Rating	% of Investments
California Local Agency Investment Fund	Not Rated	100%

Custodial Credit Risk – the risk of loss of an investment due to failure, impairment or malfeasance of the third party in whose name the investment is held and/or who has physical possession of the investment instrument. In order to limit loss exposure due to Custodial Credit Risk, the investment policy requires all securities be received and delivered using the standard delivery versus payment (DVP) procedure, and all securities (excluding certificates of deposit) be held by a third-party bank or trust department under the terms of a custody or trustee agreement.

E. External Investment Pool

The Port invests in LAIF, a State of California external investment pool. LAIF determines the fair value of its investment portfolio based on market quotations for those securities where market quotations are readily available, and based on amortized cost or best estimate for those securities where market value is not readily available.

The Port valued its investments in LAIF as of June 30, 2024, by multiplying its account balance with LAIF times a fair value factor computed by LAIF. As of June 30, 2024, the Port had \$24,395,548 in LAIF with fair value factor of .996316042. As of June 30, 2023 the Port had \$22,536,774 in LAIF with fair value factor of .984828499. The fair value factor was determined by dividing all LAIF participants' total aggregate amortized cost by total aggregate fair value. Accordingly, as of June 30, 2024 and 2023, the Port's investments in LAIF stated at fair value equaled \$24,305,676 and \$22,194,857 respectively. At June 30, 2024 these investments matured in an average of 217 days.

In accordance with GASB Statement No. 31, *Accounting and Financial Reporting for Certain Investments and for External Investment Pools*, investments were stated at fair value using the aggregate method. The unrealized gains (losses) due to fair value adjustments were (\$89,872) and (\$341,917), for the years ended June 30, 2024 and 2023, respectively.

2. CASH AND INVESTMENTS, Continued

E. External Investment Pool, Continued

The Port's investments with LAIF at June 30, 2024, include a portion of the pool funds invested in Structured Notes and Asset-Backed Securities. These investments may include the following:

- Structured Notes are debt securities (other than asset-backed securities) whose cash-flow characteristics (coupon rate, redemption amount, or stated maturity) depend on one or more indices and/or that have embedded forwards or options.
- Asset-backed Securities, the bulk of which are mortgage-backed securities, entitle their purchasers to receive a share of the cash flows from a pool of assets such as principal and interest repayments from a pool of mortgages (such as Collateralized Mortgage Obligations) or credit card receivables.

As of June 30, 2024 and 2023, the Port had \$24,305,676 and \$22,194,857 respectively (stated at fair value) invested in LAIF, which had invested 1.40% and 1.46% of the pool investment fund in Structured Notes and Asset-Backed Securities.

F. Investment Valuation

Investments (except for money market accounts, time deposits, and commercial paper) are measured at fair value on a recurring basis. *Recurring* fair value measurements are those that Governmental Accounting Standards Board (GASB) Statements require or permit in the statement of net position at the end of each reporting period. Fair value measurements are categorized based on the valuation inputs used to measure an asset's fair value: Level 1 inputs are quoted prices in active markets for identical assets; Level 2 inputs are significant other observable inputs; Level 3 inputs are significant unobservable inputs.

Investments in LAIF and restricted cash and investments included money market accounts and guaranteed investment contracts are not subject to fair value measurement.

Port of Redwood City
Notes to Basic Financial Statements
For the years ended June 30, 2024 and 2023

3. CAPITAL ASSETS

The following is a summary of the Port's capital assets as of June 30, 2023 and 2024:

	2023		2024	
	Balance June 30, 2022	Additions & Transfers	Balance June 30, 2023	Balance June 30, 2024
Non-depreciable assets:				
Land	\$ 2,520,064	\$ -	\$ 2,520,064	\$ 2,520,064
Construction in progress	5,474,210	1,559,483	7,033,693	7,954,411
Total non-depreciable assets	7,994,274	1,559,483	9,553,757	10,474,475
Depreciable assets:				
Land improvements	54,002	-	54,002	54,002
Infrastructure	4,773,955	29,500	4,803,455	4,803,455
Recreational boating facilities	7,651,285	-	7,651,285	7,653,805
Terminal and facilities	40,102,513	44,942	40,147,455	40,166,673
Furniture, fixtures and equipment	743,051	75,500	818,551	826,172
Channel and maritime harbor	4,319,084	-	4,319,084	4,329,000
Total depreciable assets	57,643,890	149,942	57,793,832	57,833,107
Accumulated Depreciation:				
Land improvements	(51,133)	(799)	(51,932)	(51,932)
Infrastructure	(3,789,559)	(62,456)	(3,852,015)	(3,908,836)
Recreational boating facilities	(5,081,724)	(209,283)	(5,291,007)	(5,495,521)
Terminal and facilities	(14,954,109)	(956,691)	(15,910,800)	(16,767,373)
Furniture, fixtures and equipment	(434,135)	(30,112)	(464,247)	(489,364)
Channel and maritime harbor	(3,682,534)	(36,584)	(3,719,118)	(3,755,702)
Total accumulated depreciation	(27,993,194)	(1,295,925)	(29,289,119)	(30,468,728)
Total depreciable assets, net	29,650,696	(1,145,983)	28,504,713	27,364,379
Capital assets, net	\$ 37,644,970	\$ 413,500	\$ 38,058,470	\$ 37,838,854

Depreciation expense for the fiscal years ended June 30, 2024 and 2023 was as follows:

	June 30	
	2024	2023
Marine terminal	\$ 596,536	\$ 697,799
Infrastructure and general maintenance	330,333	347,792
Recreational boating	188,020	188,020
Commercial	38,824	38,824
Administration	25,896	23,490
Total	\$ 1,179,609	\$ 1,295,925

Port of Redwood City
Notes to Basic Financial Statements
For the years ended June 30, 2024 and 2023

4. SILICON VALLEY CLEAN WATER (SVCW) CAPACITY RIGHTS

The Silicon Valley Clean Water (SVCW) was established to build and operate a sewage treatment facility. SVCW is controlled by a four member board, which appoints management and employees of SVCW and is responsible for SVCW's budget, operations and finances.

The Port's acquisition of capacity rights allows the Port and its tenants to discharge 400,000 gallons per day of wastewater to SVCW's treatment facility. The Port is carrying the capacity rights at the original acquisition cost of \$1.00 per gallon for a total amount of \$400,000.

Financial statements may be obtained from SVCW at 1400 Radio Road, Redwood City, California 94065.

5. LONG-TERM DEBT

Changes in long-term debt for the year ended June 30, 2023 and 2024 are as follows:

	Balance		Balance		Balance		Due Within	Due in More
	June 30, 2022	Retirements	June 30, 2023	Retirements	June 30, 2024		One Year	Than One Year
2012 Revenue Bonds	\$ 6,052,719	\$ (497,733)	\$ 5,554,986	\$ (518,744)	\$ 5,036,242	\$ 541,109		\$ 4,495,133
2015 Revenue Bonds	4,095,000	(460,000)	3,635,000	(475,000)	3,160,000	485,000		2,675,000
Unamortized Bond Discount	(11,873)	1,500	(10,373)	1,500	(8,873)	-		(8,873)
Total long-term debt	<u>\$ 10,135,846</u>	<u>\$ (956,233)</u>	<u>\$ 9,179,613</u>	<u>\$ (992,244)</u>	<u>\$ 8,187,369</u>	<u>\$ 1,026,109</u>		<u>\$ 7,161,260</u>

Port of Redwood City Revenue Bonds Series 2012

On June 1, 2012, the Port issued Port of Redwood City Revenue Bonds Series 2012 to finance the redevelopment of Wharves 1 & 2. The original principal amount of the bonds was \$10,000,000; there was no original issue discount. The bonds bear an interest rate of 4.20% and are fully amortized. Principal and interest are payable on the first of each month throughout the 20-year term. The bonds are secured by and payable from the revenues generated by the Port's operations.

The Revenue Bonds are general obligations of the Port, payable solely from operating revenues. The bond covenants contain events of default that require the revenue of the City to be applied by the Trustee as specified in the terms of the agreement if any of the following conditions occur: default on debt service payments; the failure of the City to observe or perform the conditions, covenants, or agreement terms of the debt; bankruptcy filing by the City; or if any court or competent jurisdiction shall assume custody or control of the City. No such events occurred during the fiscal year ending June 30, 2024.

Port of Redwood City
Notes to Basic Financial Statements
For the years ended June 30, 2024 and 2023

5. LONG-TERM DEBT, Continued

At June 30, 2024, future debt service requirements for the 2012 revenue bonds were as follows:

For the Year Ending June 30,	Principal	Interest	Total
2025	\$ 541,109	\$ 201,185	\$ 742,294
2026	564,278	178,015	742,293
2027	588,440	153,854	742,294
2028	613,635	128,658	742,293
2029	639,910	102,384	742,294
2030-2032	2,088,870	138,010	2,226,880
Total	\$ 5,036,242	\$ 902,106	\$ 5,938,348

Port of Redwood City Refunding Revenue Bonds Series 2015

On June 1, 2015, the Port issued Port of Redwood City Refunding Revenue Bonds Series 2015 to refund the Revenue Bonds Series 1999. The original principal amount of the bonds was \$6,940,000; there was an original issue discount of \$22,375. The bonds bear an interest rate between 2.00% to 4.00% and are fully amortized. Principal and interest are payable on June 1 and December 1 of each year throughout the 15 year term. The bonds are secured by and payable from the revenues generated by the Port's operations.

The Revenue Bonds are general obligations of the Port, payable solely from operating revenues. The bond covenants contain events of default that require the revenue of the City to be applied by the Trustee as specified in the terms of the agreement if any of the following conditions occur: default on debt service payments; the failure of the City to observe or perform the conditions, covenants, or agreement terms of the debt; bankruptcy filing by the City; or if any court or competent jurisdiction shall assume custody or control of the City. No such events occurred during the fiscal year ending June 30, 2024.

At June 30, 2024, future debt service requirements for the 2015 revenue bonds were as follows:

For the Year Ending June 30,	Principal	Interest	Total
2025	\$ 485,000	\$ 119,544	\$ 604,544
2026	505,000	103,175	608,175
2027	520,000	85,500	605,500
2028	545,000	66,000	611,000
2029	565,000	44,200	609,200
2030	540,000	21,600	561,600
Total	\$ 3,160,000	\$ 440,019	\$ 3,600,019

5. LONG-TERM DEBT, Continued

Debt Covenants and Restrictions

For the fiscal year ended June 30, 2024, the Port complied with all general and specific covenants of the master bond indenture and the first and supplemental bond indentures, including debt proceeds usage, debt repayment, and maintenance of adequate reserves.

6. SUBVENTION PAYMENTS TO THE CITY OF REDWOOD CITY

In accordance with Section 48d of the Charter of the City, the Board of the Port Commissioners is required to annually pay to the City profits from the operation of the Port and any surplus funds which in its judgment may not be needed for Port purposes. Subventions payable to the City for fiscal years 2024 and 2023 were \$588,898 and \$1,160,464, respectively.

7. PENSION PLANS

A. California Public Employees Retirement Plan

Plan Description – All qualified permanent and probationary employees are eligible to participate in the Port's Miscellaneous Plan, agent multiple-employer defined benefit pension plan administered by the California Public Employees' Retirement System (CalPERS), which acts as a common investment and administrative agent for its participating member employers. Benefit provisions under the Plan are established by State statute and City of Redwood City and Port of Redwood City ordinances. CalPERS issues publicly available reports that include a full description of the pension plan regarding benefit provisions, assumptions and membership information that can be found on the CalPERS website.

Benefits Provided – CalPERS provides service retirement and disability benefits, annual cost of living adjustments and death benefits to plan members, who must be public employees and beneficiaries. Benefits are based on years of credited service, equal to one year of full time employment. Members with five years of total service are eligible to retire at age 50 with statutorily reduced benefits. All members are eligible for non-duty disability benefits after 10 years of service. The death benefit is one of the following: the Basic Death Benefit, the 1957 Survivor Benefit, or the Optional Settlement 2W Death Benefit. The cost-of-living adjustments for the plan is applied as specified by the Public Employees' Retirement Law.

Port of Redwood City
Notes to Basic Financial Statements
For the years ended June 30, 2024 and 2023

7. PENSION PLANS, Continued

A. California Public Employees Retirement Plan, Continued

The Plan's provisions and benefits in effect at June 30, 2024 are summarized as follows:

	Miscellaneous		
	Tier 1	Tier 2	Tier 3
*From 6.30.22 Valuation	Prior to	On or after	On or after
Hire date	October 13, 2011	October 13, 2011	January 1, 2013
Benefit formula	2.7% @ 55	2% @ 60	2% @ 62
Benefit vesting schedule	5 years service	5 years service	5 years service
Benefit payments	monthly for life	monthly for life	monthly for life
Retirement age	55	60	62
Monthly benefits, as a % of eligible compensation	2.0% to 2.7%	1.092% to 2.418%	1.0% to 2.5%
Required employee contribution rates*	8.00%	7.00%	7.00%
Required employer contribution rates*		10.92%	
Required payment for Unfunded Accrued Liability*		\$0	

Employees Covered – As of the June 30, 2022 actuarial valuation date and the June 30, 2023 measurement date, the following employees were covered by the benefit terms for the Plan:

	June 30, 2024	June 30, 2023
Inactive employees or beneficiaries currently receiving benefits	6	6
Inactive employees entitled to but not yet receiving benefits		
Active employees	11	11
Total	17	17

Contributions – Section 20814(c) of the California Public Employees' Retirement Law requires that the employer contribution rates for all public employers be determined on an annual basis by the actuary and shall be effective on the July 1 following notice of a change in the rate. Funding contributions for the Plan are determined annually on an actuarial basis as of June 30 by CalPERS. The actuarially determined rate is the estimated amount necessary to finance the costs of benefits earned by employees during the year, with an additional amount to finance any unfunded accrued liability. The Port is required to contribute the difference between the actuarially determined rate and the contribution rate of employees. Employer contribution rates may change if plan contracts are amended. Payments made by the Port to satisfy contribution requirements that are identified by the Plan terms as Plan member contribution requirements are classified as Plan member contributions.

Port of Redwood City
Notes to Basic Financial Statements
For the years ended June 30, 2024 and 2023

7. PENSION PLANS, Continued

A. California Public Employees Retirement Plan, Continued

Net Pension Liability – The Port’s net pension liability for the Plan is measured as the total pension liability, less the pension plan’s fiduciary net position. The net pension liability of the Plan is measured as of June 30, 2024 and 2023, using an annual actuarial valuation as of June 30, 2022 and 2021 respectively, rolled forward to June 30, 2023 and 2022 using standard update procedures. A summary of principal assumptions and methods used to determine the net pension liability is shown below.

Actuarial Assumptions – The total pension liability in the June 30, 2022 and 2021 actuarial reports was determined using the following actuarial assumptions:

Valuation Date	June 30, 2022	June 30, 2021
Measurement Date	June 30, 2023	June 30, 2022
Actuarial Cost Method	Entry-Age Normal Cost Method	Entry-Age Normal Cost Method
Actuarial Assumptions:		
Discount Rate	6.90%	6.90%
Inflation	2.30%	2.30%
Salary Increases	Varies by Entry Age and Service	Varies by Entry Age and Service
Investment Rate of Return	6.90%, Net of pension plan investment expenses, including inflation	6.90%, Net of pension plan investment expenses, including inflation
Mortality (1)	Derived using CalPERS' Membership data for all funds	Derived using CalPERS' Membership data for all funds
Post Retirement Benefit Increase	The lesser of contract COLA up to 2.30% until Purchasing Power Protection Allowance Floor on Purchasing Power applies 2.30%, thereafter	The lesser of contract COLA up to 2.30% until Purchasing Power Protection Allowance Floor on Purchasing Power applies 2.30%, thereafter

(1) The mortality table used was developed based on CalPERS-specific data. The probabilities of mortality are based on the 2021 CalPERS Experience Study for the period from 2001 to 2019. The table includes generational mortality improvement using 80% of Scale MP-2020 published by the Society of Actuaries. For more details on this table, please refer to the CalPERS Experience Study and Review of Actuarial Assumptions report from November 2021 that can be found on the CalPERS website.

The underlying mortality assumptions and all other actuarial assumptions used in the June 30, 2022, and 2021 valuation were based on the results of November 2021 actuarial experience study for the period 2001 to 2019. Further details of the Experience Study can be found on the CalPERS website.

7. PENSION PLANS, Continued

A. California Public Employees Retirement Plan, Continued

Discount Rate – The discount rate used to measure the total pension liability was 6.90% for the Plan for the measurement period ended June 30, 2023, and 2022, respectively. The projection of cash flows used to determine the discount rate for each Plan assumed that contributions from all plan members in the Public Employees Retirement Fund (PERF) will be made at the current member contribution rates and that contributions from employers will be made at statutorily required rates, actuarially determined. Based on those assumptions, each Plan's fiduciary net position was projected to be available to make all projected future benefit payments of current plan members for all plans in the PERF. Therefore, the long-term expected rate of return on plan investments was applied to all periods of projected benefit payments to determine the total pension liability for each Plan.

The long-term expected rate of return on pension plan investments was determined using a building-block method in which expected future real rates of return (expected returns, net of pension plan investment expense and inflation) are developed for each major asset class.

In determining the long-term expected rate of return, CalPERS took into account both short-term and long-term market return expectations. Using historical returns of all the funds' asset classes, expected compound (geometric) returns were calculated over the next 20 years using a building-block approach. The expected rate of return was then adjusted for assumed administrative expenses of 10 basis points.

Port of Redwood City
Notes to Basic Financial Statements
For the years ended June 30, 2024 and 2023

7. PENSION PLANS, Continued

A. California Public Employees Retirement Plan, Continued

The table below reflects the long-term expected real rate of return by asset class. The rate of return was calculated using the capital market assumptions applied to determine the discount rate and asset allocation. These rates of return are net of administrative expenses.

Asset Class	Assumed asset allocation	(1), (2) Real Return
Global Equity - Cap-weighted	30.0%	4.54%
Global Equity - Non-Cap-weighted	12.0%	3.84%
Private Equity	13.0%	7.28%
Treasury	5.0%	0.27%
Mortgage-backed Securities	5.0%	0.50%
Investment Grade Corporates	10.0%	1.56%
High Yield	5.0%	2.27%
Emerging Market Debt	5.0%	2.48%
Private Debt	5.0%	3.57%
Real Assets	15.0%	3.21%
Leverage	-5.0%	-0.59%
Total	100.00%	

(1) An expected inflation of 2.30% used for this period.

(2) Figures are based on the 2021 Asset Liability Management Study.

Port of Redwood City
Notes to Basic Financial Statements
For the years ended June 30, 2024 and 2023

7. PENSION PLANS, Continued

B. Changes in the Net Pension Liability

The changes in the Net Pension Liability for the Plan for the measurement period ended June 30, 2024 were as follows:

	Increase (Decrease)		
	Total Pension Liability	Plan Fiduciary Net Position	Net Pension Liability/(Asset)
Balance at June 30, 2023	\$ 10,817,745	\$ 7,326,695	\$ 3,491,050
Changes in the year:			
Service cost	215,764	-	215,764
Interest on the total pension liability	820,334	-	820,334
Differences between actual and expected experience	107,901	-	107,901
Changes in assumptions	-	-	-
Change in proportion	-	-	-
Changes in benefit terms	11,398	-	11,398
Net Plan to Plan Resource Movement	-	-	-
Contribution - employer	-	449,351	(449,351)
Contribution - employees	-	85,700	(85,700)
Net investment income	-	526,569	(526,569)
Administrative expenses	-	(6,221)	6,221
Benefit payments, including refunds of employee contributions	(577,900)	(577,900)	-
Other Miscellaneous Income/(Expense)	-	-	-
Net changes during 2023-24	577,497	477,499	99,998
Balance at June 30, 2024	\$ 11,395,242	\$ 7,804,194	\$ 3,591,048

Sensitivity of the Net Pension Liability to Changes in the Discount Rate - The following presents the net pension liability of the Port for the Plan, calculated using the discount rate for the Plan, as well as what the Port's net pension liability would be if it were calculated using a discount rate that is 1-percentage point lower or 1-percentage point higher than the current rate:

Measurement Date June 30,	2024	2023
1% Decrease	5.90%	5.90%
Net Pension Liability	\$ 5,238,798	\$ 5,080,630
Current Discount Rate	6.90%	6.90%
Net Pension Liability	\$ 3,591,048	\$ 3,491,050
1% Increase	7.90%	7.90%
Net Pension Liability	\$ 2,227,898	\$ 2,177,914

Pension Plan Fiduciary Net Position - Detailed information about the pension plan's fiduciary net position is available in the separately issued CalPERS financial reports.

Port of Redwood City
Notes to Basic Financial Statements
For the years ended June 30, 2024 and 2023

7. PENSION PLANS, Continued

C. Pension Expenses and Deferred Outflows/Inflows of Resources Related to Pensions

For the years ended June 30, 2024 and 2023, the Port recognized pension expense of \$590,389 and \$1,155,795, respectively. At June 30, 2024 and 2023, the Port reported deferred outflows of resources and deferred inflows of resources related to pensions from the following sources:

	June 30, 2024		June 30, 2023	
	Deferred Outflows of Resources	Deferred Inflows of Resources	Deferred Outflows of Resources	Deferred Inflows of Resources
Pension contributions subsequent to measurement date	\$ 405,805	\$ -	\$ 1,091,638	\$ -
Differences between actual and expected experience	72,197	(25,705)	4,259	(57,837)
Changes in assumptions	97,605	-	-	-
Net differences between projected and actual earnings on plan investments	403,572	-	-	-
Total	<u>\$ 979,179</u>	<u>\$ (25,705)</u>	<u>\$ 1,095,897</u>	<u>\$ (57,837)</u>

\$405,805 reported as deferred outflows of resources as of June 30, 2024 related to contributions subsequent to the measurement date will be recognized as a reduction of the net pension liability in the year ending June 30, 2025, and \$1,091,638 reported as deferred outflows of resources as of June 30, 2023 related to contributions subsequent to the measurement date was recognized as a reduction of the net pension liability in the year ended June 30, 2024. Other amounts reported as deferred outflows of resources and deferred inflows of resources related to pensions will be recognized as pension expense as follows:

Fiscal Year ended June 30:	Annual Amortization
2025	\$ 184,847
2026	70,746
2027	281,113
2028	10,963
Total	<u>\$ 547,669</u>

D. Payable to the Pension Plan

The Port had no outstanding amount of contributions to the pension plan for both the years ended June 30, 2024 and 2023.

8. OTHER POST-EMPLOYMENT BENEFITS (OPEB)

A. Plan Description

The Cost-sharing Multiple Employer Other Post-employment Benefits Plan offered by the Port are limited to reimbursement of medical premiums only. Eligibility extends to those employees hired before January 1, 2011, who, prior to retirement, have (a) worked ten or more consecutive years at the Port on a full time basis, and (b) are enrolled in the Port's medical plan, and (c) are age 55 or older, and (d) have not been voluntarily or involuntarily terminated from employment at the Port. Spouses and/or dependents are ineligible.

The reimbursement of medical premiums is limited to the lesser of (a) the medical insurance premium paid by the eligible retiree, or (b) the Port's cost to provide medical coverage for an active employee of the same age as the retiree or (c) the insurance premium for a Medicare supplement plan at the retiree's earliest Medicare eligibility age, whether or not the retiree enrolls in Medicare.

The accounting rules governing other post-employment benefits (OPEB) do not require mandatory funding of the actuarial accrued liability or actuarial required contribution. During the fiscal year ended June 30, 2011, the Port adopted a comprehensive funding policy for post-employment benefits other than pension. The policy addresses the selection of a Section 115 Trust, prefunding strategy, disbursements and administrative matters. The Section 115 Trust selected was the CalPERS California Employer's Retiree Benefit Trust Program ("CERBT").

B. Employees Covered

As of the June 30, 2023 actuarial valuation, the following current and former employees were covered by the benefit terms under the OPEB Plan:

Active employees	3
Inactive employees or beneficiaries currently receiving benefits	5
Inactive employees entitled to, but not yet receiving benefits	-
	<u>8</u>

C. Contributions

The OPEB Plan and its contribution requirements are established by Memoranda of Understanding with the applicable employee bargaining units and may be amended by agreements between the Authority and the bargaining units. The annual contribution is based on the actuarially determined contribution. For the fiscal year ended June 30, 2024, the Port contributed \$17,291 for the current retirees.

8. OTHER POST-EMPLOYMENT BENEFITS (OPEB), Continued

D. Actuarial Assumption

The Port's net OPEB liability was measured as of June 30, 2023 and 2022 and the total OPEB liability used to calculate the net OPEB liability was determined by an actuarial valuation dated June 30, 2023 and 2021, respectively, based on the following actuarial methods and assumptions:

Actuarial Assumption

Discount Rate	3.86%
Inflation	2.75% as of June 30, 2023
Salary Increases	3.0% including inflation
Investment Rate of Return	3.86%
Healthcare Trend Rate	Medical premiums assumed to increase 8.0% in 2019 and 2020, 7.0% in 2021 through 2030, and 6.0% each year thereafter.
Mortality Rate	Based on the 2017 CalPERS Valuation

Because the benefits are not funded, the discount rate is equal to the 20-Year Bond Rate. The Port has chosen to use the "Fidelity General Obligation AA Index" as its 20-year bond rate. That Index was 3.69% at June 30, 2022, and 3.86% at June 30, 2023.

E. Discount Rate

The discount rate used to measure the total OPEB liability was 3.86 percent. The projection of cash flows used to determine the discount rate assumed that Port contributions will be made at rates equal to the actuarially determined contribution rates. Based on those assumptions, the OPEB plan's fiduciary net position was projected to be available to make all projected OPEB payments for current active and inactive employees and beneficiaries. Therefore, the long-term expected rate of return on OPEB plan investments was applied to all periods of projected benefit payments to determine the total OPEB liability.

Port of Redwood City
Notes to Basic Financial Statements
For the years ended June 30, 2024 and 2023

8. OTHER POST-EMPLOYMENT BENEFITS (OPEB), Continued

F. Changes in the Total OPEB Liability

The changes in the total OPEB liability for the OPEB Plan are as follows:

	Total OPEB Liability
Balance at June 30, 2022 (Measurement date 06/30/2023)	\$ 645,633
Changes in the year:	
Service cost	5,350
Interest on the total pension liability	23,447
Differences between actual and expected experience	(56,667)
Changes in assumptions	(13,692)
Benefit payments	(20,439)
Administrative expenses	-
Net changes	(62,001)
Balance at June 30, 2023 (Measurement date 06/30/2024)	\$ 583,632

G. Sensitivity of the Net OPEB Liability to Changes in the Discount Rate

The following presents the net OPEB liability of the Port if it were calculated using a discount rate that is one percentage point lower or one percentage point higher than the current rate, for measurement period ended June 30, 2024:

	1% Decrease (2.86%)	Current Discount Rate (3.86%)	1% Increase (4.86%)
Total OPEB Liability	\$ 671,670	\$ 583,632	\$ 512,029

9. OTHER POST-EMPLOYMENT BENEFITS (OPEB), Continued

H. Sensitivity of the Net OPEB Liability to Changes in the Health Care Cost Trend Rates

The following presents the net OPEB liability of the Port if it were calculated using health care cost trend rates that are one percentage point lower or one percentage point higher than the current rate, for measurement period ended June 30, 2024:

	1% Decrease (6% to 5%)	Current Trend Rate (7% to 6%)	1% Increase (8% to 7%)
Total OPEB Liability	\$ 515,091	\$ 583,632	\$ 666,343

I. Recognition of Deferred Outflows and Deferred Inflows of Resources

Gains and losses related to changes in total OPEB liability and fiduciary net position are recognized in OPEB expense systematically over time. Amounts are first recognized in OPEB expense for the year the gain or loss occurs. The remaining amounts are categorized as deferred outflows and deferred inflows of resources related to OPEB and are to be recognized in future OPEB expense. The recognition period differs depending on the source of the gain or loss:

Net difference between projected and actual earnings on OPEB plan investments	5 Years
All other amounts	Expected Average Remaining Service Lifetime (EARSL) (1.7 Years at June 30, 2023)

Port of Redwood City
Notes to Basic Financial Statements
For the years ended June 30, 2024 and 2023

8. OTHER POST-EMPLOYMENT BENEFITS (OPEB), Continued

g. OPEB Expense and Deferred Outflows/(Inflows) of Resources Related to OPEB

For the fiscal year ended June 30, 2024, the Port recognized OPEB expense of (\$104,584). For the fiscal year ended June 30, 2023, the Port reported deferred outflows of resources related to OPEB from the following sources:

	Deferred Outflows of Resources	Deferred Inflows of Resources
OPEB contributions subsequent to measurement date	\$ 17,291	\$ -
Changes of assumptions	6,787	(15,228)
Differences between expected and actual experience	-	(46,343)
Net differences between projected and actual earnings on plan investments	-	-
Total	<u>\$ 24,078</u>	<u>\$ (61,571)</u>

The amounts reported as deferred outflows of resources related to OPEB will be recognized as expense as follows:

Fiscal Year Ending June 30:	Annual Amortization
2025	\$ (53,308)
2026	(1,476)
	<u>\$ (54,784)</u>

9. RISK MANAGEMENT

Workers' Compensation coverage is provided through the City's self-insurance program. The Port has no self-insured retention associated with this coverage.

All property and liability insurance coverage is provided through a broker. Deductible amounts range from \$250 to \$1,000,000.

In the last five years no claims were filed against the Port which exceeded its insurance coverage limits.

10. COMMITMENTS AND CONTINGENCIES

As of June 30, 2024 and 2023, the Port had committed approximately \$2,647,500 and \$850,000 respectively for professional services contracts and capital improvement projects.

11. LEASES

A. Lessor

The Port is a lessor for noncancellable leases of buildings and facilities. The Port recognizes a lease receivable and a deferred inflow of resources in the government-wide and fund financial statements.

At the commencement of a lease, the Port initially measures the lease receivable at the present value of payments expected to be received during the lease term. Subsequently, the lease receivable is reduced by the principal portion of lease payments received. The deferred inflow of resources is initially measured as the initial amount of the lease receivable, adjusted for lease payments received at or before the lease commencement date. Subsequently, the deferred inflow of resources is recognized as revenue over the life of the lease term.

Key estimates and judgments include how the Port determines (1) the discount rate it uses to discount the expected lease receipts to present value, (2) lease term, and (3) lease receipts as follows:

- The Port uses bond interest rate as the discount rate for leases.
- The lease term includes the noncancellable period of the lease.
- Lease receipts included in the measurement of the lease receivable is composed of fixed payments from the lessee.

The Port monitors changes in circumstances that would require a remeasurement of its lease, and will remeasure the lease receivable and deferred inflows of resources if certain changes occur that are expected to significantly affect the amount of the lease receivable.

Port of Redwood City
Notes to Basic Financial Statements
For the years ended June 30, 2024 and 2023

11. LEASES (Continued)

B. Leases Receivable (Port as Lessor)

The terms and balances related to leases receivable and deferred inflows of resources as of June 30, 2024 were:

Lessee	Property Address	Original Lease Date	Lease Ending Date	Term Duration (Years)	Remaining Lease Term (years)	Extension Years	Expiration Date Including Options
New Cingular	117 Hinman Rd, Redwood City, CA 94063	9/15/2020	9/14/2030	10	9	5	9/14/2035
Clean Harbors	130 Heckner Rd, Redwood City, CA 94063	4/1/2021	3/31/2026	5	4	5	3/31/2031
Cemex	775 Seaport Blvd, Redwood City, CA 94063	1/1/2017	12/31/2026	10	5	10	12/31/2036
Seaport Refining	679 Seaport Blvd, Redwood City, CA 94063	1/1/2016	12/31/2022	6	1	5	12/31/2027
SimsMetal America	699 Seaport Blvd, Redwood City, CA 94063	5/1/2018	4/30/2033	15	11	5	4/30/2038

(Continued below)

Lessee	Interest Revenue	Lease Revenue	Monthly revenue as of June 30, 2024	Lease Receivable balance at June 30, 2024	Deferred Inflow of Resources at June 30, 2024
New Cingular	\$ 10,581	\$ 19,515	\$ 2,508	\$ 291,683	\$ 275,728
Clean Harbors	43,309	138,599	15,159	1,161,948	1,085,668
Cemex	201,544	317,660	43,267	5,585,429	5,848,290
Seaport Refining	18,100	111,296	10,783	456,600	420,764
SimsMetal America	200,954	423,046	52,000	5,511,134	5,137,469
	<u>\$ 474,488</u>	<u>\$ 1,010,116</u>	<u>\$ 123,717</u>	<u>\$ 13,006,794</u>	<u>\$ 12,767,919</u>

The future principal and interest lease receivables as of June 30, were as follows:

For the Year Ended June 30	Principal	Interest	Total
2025	\$ 1,046,040	\$ 438,564	\$ 1,484,604
2026	1,083,244	401,360	1,484,604
2027	1,121,770	362,834	1,484,604
2028	1,132,077	323,007	1,455,084
2029	1,070,444	284,764	1,355,208
2030-2034	5,424,866	849,169	6,274,035
2035-2038	2,128,353	116,182	2,244,535
Totals	<u>\$ 13,006,794</u>	<u>\$ 2,775,880</u>	<u>\$ 15,782,674</u>

12. PLEDGES OF FUTURE REVENUES

The Master Indenture for the Series 2015 Bonds and Series 2012 Bonds requires the Port to pledge its annual Net Revenues (defined as operating income plus depreciation, interest income and non-operating income) in an amount equal to at least 120% of the annual debt service requirement each fiscal year, through final maturities of the Bonds or early retirement of the Bonds, whichever first occurs. The Series 2015 Bonds mature June 1, 2030; the Series 2012 Bonds mature June 1, 2032. At June 30, 2024, the ratio of Net Revenues to the debt service payments due during Fiscal Year 2024 was 5.47 (547%).

13. DEBT SERVICE COVERAGE RATIOS

The Second Supplemental Indenture, applicable to the Series 2012 Bonds, specifies additional reporting requirements and action to be taken in the event the Debt Service Coverage Ratio (DSCR) falls below specific levels. At a DSCR of less than 1.40, the Port is required to provide quarterly reports to the Trustee and the bondholders. At a DSCR of less than 1.20, the Port is required to hire an approved consultant to examine the Port's rates and operations, and to implement reasonable recommendations made by the consultant. A DSCR of less than 1.00 for two consecutive years is an immediate Event of Default. At June 30, 2024, the DSCR was 5.47.

14. MINIMUM OPERATING RESERVE

The Series 2012 Bond Purchase Agreement requires that the Port maintain a Minimum Operating Reserve. The Minimum Operating Reserve is defined as unrestricted cash reserves in an amount at least 1.5 times the annual maintenance and operation costs as defined in the Master Indenture. The definition of annual maintenance and operation costs, as applied to the Port's financial statements, is equal to Operating Expenses net of depreciation. At June 30, 2024, unrestricted cash reserves were 4.47 times Operating Expenses net of depreciation.

The Continuing Disclosure requirements for the Series 2015 Bond prescribe the information to be included in the Annual Report to the Port's Series 2015 bondholders and repositories. Among those requirements is calculation of the Debt Service Coverage Ratio (Net Revenues divided by Maximum Annual Debt Service). At June 30, 2024, the Debt Service Coverage Ratio was 5.47 (547%).

REQUIRED SUPPLEMENTARY INFORMATION

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Port of Redwood City Required Supplementary Information For the years ended June 30, 2024 and 2023

1. DEFINED BENEFIT PENSION PLAN

A. Schedule of Changes in Net Pension Liability and Related Ratios - Last 10 Years

Miscellaneous Plan

Measurement Period	2022-23	2021-22	2020-21	2019-20	2018-19	2017-18	2016-17	2015-16	2014-15	2013-14
TOTAL PENSION LIABILITY										
Service Cost	\$ 215,764	\$ 213,342	\$ 188,003	\$ 181,634	\$ 182,241	\$ 185,591	\$ 182,006	\$ 133,198	\$ 114,428	\$ 115,620
Interest	820,334	781,642	760,387	730,309	702,293	668,188	666,678	358,107	473,041	440,973
Changes of Benefit Terms	107,901	-	-	-	-	-	-	72,632	-	-
Difference Between Expected and Actual Experience	-	(89,969)	8,764	(15,377)	39,156	48,082	8,423	-	(13,035)	-
Changes of Assumptions	-	341,618	-	-	-	(71,522)	-	-	(114,653)	-
Changes in proportion	11,398	-	-	-	-	-	340,585	-	-	-
Benefit Payments, Including Refunds of Employee Contributions	(577,900)	(531,580)	(507,143)	(495,207)	(458,764)	(418,112)	(405,623)	(351,126)	(301,643)	(268,758)
Net Change in Total Pension Liability	577,497	715,053	448,011	401,259	485,228	409,488	1,543,718	412,811	158,116	287,837
Total Pension Liability - Beginning	10,817,745	10,102,692	9,654,681	9,253,425	8,768,197	8,358,709	6,814,991	6,402,180	6,244,064	5,956,227
Total Pension Liability - Ending (a)	11,395,242	10,817,745	10,102,692	9,654,684	9,253,425	8,768,197	8,358,709	6,814,991	6,402,180	6,244,064
PLAN FIDUCIARY NET POSITION										
Contributions - Employer	449,351	440,353	391,406	393,333	303,330	277,848	198,395	165,636	158,716	150,269
Contributions - Employee	83,700	93,488	86,112	84,727	78,699	82,020	85,018	69,561	56,707	60,404
Net Investment Income (2)	526,569	(698,217)	1,703,925	358,836	448,098	669,196	671,110	27,988	102,554	697,965
Benefit Payments, Including Refunds of Employee Contributions	(577,900)	(531,580)	(507,143)	(495,207)	(458,764)	(418,112)	(405,623)	(351,126)	(301,643)	(268,758)
Net Plan to Plan Resource Movement	-	(5,707)	-	-	-	-	-	-	-	-
Administrative Expense	(6,221)	-	(7,487)	(10,098)	(4,850)	-	-	-	-	-
Other Miscellaneous Income/(Expense) (1)	-	-	-	-	16	(18,769)	-	-	-	-
Net Change in Fiduciary Net Position	477,499	(70,661)	1,666,813	331,511	366,549	582,299	548,900	(87,941)	16,334	639,880
Plan Fiduciary Net Position - Beginning (2)	7,326,695	8,028,356	6,381,543	6,030,035	5,663,486	5,081,187	4,532,287	4,620,228	4,603,894	3,964,014
Plan Fiduciary Net Position - Ending (b)	7,804,194	7,326,695	8,028,356	6,361,546	6,030,035	5,663,486	5,081,187	4,532,287	4,620,228	4,603,894
Plan Net Pension Liability/(Asset) - Ending (a) - (b)	3,591,048	3,491,050	2,074,336	3,293,138	3,223,390	3,104,711	3,277,522	2,282,704	1,781,952	1,640,170
Plan Fiduciary Net Position as a Percentage of the Total Pension Liability	68.49%	67.73%	79.47%	66.89%	65.17%	64.59%	60.79%	66.50%	72.17%	73.73%
Covered Payroll	1,185,894	1,138,721	1,078,587	1,059,790	967,648	856,970	754,684	716,024	655,667	636,746
Plan Net Pension Liability/(Asset) as a Percentage of Covered Payroll	302.81%	306.58%	192.32%	310.73%	333.12%	362.29%	434.29%	318.80%	271.78%	257.59%

(1) During Fiscal Year 2017-18, as a result of Governmental Accounting Standards Board Statement (GASB) No.73, Accounting and Financial Reporting for Postemployment Benefit Plans Other than Pensions (GASB 73), CalPERS reported its proportionate share of activity related to postemployment benefits for participation in the State of California's agent OPEB plan. Accordingly, CalPERS recorded a one-time expense as a result of the adoption of GASB 73.

Additionally, CalPERS employees participate in various State of California, agent pension plans and during Fiscal Year 2017-18, CalPERS recorded a correction to previously reported financial statements to properly reflect its proportionate share of activity related to pensions in accordance with GASB Statement No.68, Accounting and Financial Reporting for Pensions (GASB 68).

(2) Includes any beginning of year adjustments.

**Port of Redwood City
Required Supplementary Information
For the years ended June 30, 2024 and 2023**

1. DEFINED BENEFIT PENSION PLAN, Continued

B. SCHEDULE OF CONTRIBUTIONS – Last 10 Years (1)

Miscellaneous Plan (1) Fiscal Year	2023-24	2022-23	2021-22	2020-21	2019-20	2018-19	2017-18	2016-17	2015-16	2014-15
Actuarially determined contribution (2)	\$ 432,927	\$ 417,723	\$ 381,906	\$ 345,438	\$ 298,294	\$ 262,674	\$ 230,354	\$ 198,395	\$ 165,636	\$ 158,716
Contribution in relation to the actuarially determined contributions	(405,805)	(1,091,638)	(535,977)	(391,333)	(311,514)	(262,674)	(230,354)	(198,395)	(165,636)	(158,716)
Contribution deficiency (excess)	\$ 27,122	\$ (673,915)	\$ (154,071)	\$ (45,895)	\$ (13,220)	\$ -	\$ -	\$ -	\$ -	\$ -
Covered payroll	\$ 1,201,359	\$ 1,185,894	\$ 1,138,721	\$ 1,078,587	\$ 1,059,790	\$ 967,648	\$ 836,970	\$ 734,684	\$ 716,024	\$ 655,667
Contributions as a percentage of covered-employee payroll (3)	33.78%	92.05%	47.07%	36.28%	29.39%	27.13%	26.88%	26.29%	23.13%	24.21%

(1) As prescribed in GASB 68, paragraph 46, the information presented in the Schedule of Plan Contribution should also be presented as of employer's most recent fiscal year-end.

The employer is responsible for determining this information as prescribed by the standard as this data is not available to CalPERS.

(2) Employers are assumed to make contributions equal to the actuarially determined contributions. However, some employers may choose to make additional contributions towards their unfunded liability. Employer contributions for such plans exceed the actuarially determined contributions.

(3) Includes one year's payroll growth using 2.75 percent payroll assumption for fiscal year ended June 30, 2018; 3.00 percent payroll assumption for fiscal years ended June 30, 2014-17.

Port of Redwood City
Required Supplementary Information
For the years ended June 30, 2024 and 2023

2. OTHER POST EMPLOYMENT BENEFITS (OPEB)
(A Cost-Sharing Multiple Employer Plan)

A. Schedule of Changes in Total OPEB Liability and Related Ratios - Last 10 Years*

Measurement Period (1)	2022-23	2021-22	2020-21	2019-20	2018-19	2017-18	2016-17
TOTAL OPEB LIABILITY							
Service Cost	\$ 5,350	\$ 8,846	\$ 6,761	\$ 5,356	\$ 12,928	\$ 12,746	\$ 14,623
Interest	23,447	16,009	16,550	18,925	24,324	23,193	20,261
Changes of Benefit Terms	-	-	-	-	-	-	-
Difference Between Expected and Actual Experience	(56,667)	-	97,275	-	(127,605)	-	-
Changes of Assumptions	(13,692)	(197,419)	68,972	72,042	37,647	(5,925)	(58,366)
Benefit Payments	(20,439)	(31,178)	(31,427)	(19,445)	(9,711)	(9,426)	(8,400)
Net Change in Total OPEB Liability	(62,001)	(203,742)	158,131	76,878	(62,417)	20,588	(41,882)
Total OPEB Liability - Beginning	645,633	849,375	691,244	614,366	676,783	656,195	698,077
Total OPEB Liability - Ending (a)	\$ 583,632	\$ 645,633	\$ 849,375	\$ 691,244	\$ 614,366	\$ 676,783	\$ 656,195
Covered Payroll	\$ 462,924	\$ 371,346	\$ 343,288	\$ 410,854	\$ 501,790	\$ 632,232	\$ 609,562
Total Pension Liability as a Percentage of Covered Payroll	137.94%	173.86%	247.42%	168.25%	122.43%	107.05%	107.65%

(1) Historical information is required only for measurement periods for which GASB 75 is applicable.

Port of Redwood City
Required Supplementary Information
For the years ended June 30, 2024 and 2023

2. OTHER POST EMPLOYMENT BENEFITS (OPEB), Continued
(A Cost-Sharing Multiple Employer Plan)

B. Schedule of Contributions - Last 10 Years*

Fiscal Year Ended June 30	2024	2023	2022	2021	2020	2019	2018
Actuarially Determined Contribution (ADC)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Contributions in relation to the ADC	20,439	31,178	31,178	31,427	13,869	9,949	9,426
Contribution deficiency (excess)	<u>\$ 20,439</u>	<u>\$ 31,178</u>	<u>\$ 31,178</u>	<u>\$ 31,427</u>	<u>\$ 13,869</u>	<u>\$ 9,949</u>	<u>\$ 9,426</u>
Covered-employee payroll	462,924	371,346	343,288	\$ 343,288	\$ 410,854	\$ 301,790	\$ 632,232
Contributions as a percentage of covered-employee payroll	4.4%	8.4%	9.1%	9.2%	3.9%	2.0%	1.5%

Notes to Schedule:

Methods and assumptions used to determine contributions:

Actuarial Cost Method	Entry Age Normal
Amortization Method/Period	Straightline Amortization
Asset Valuation Method	Market value
Inflation	2.75%
Payroll Growth	3% annual increases
Investment Rate of Return	3.86%
Healthcare cost-trend rates	6.0% to 8.0%
Retirement Age	The probabilities of Retirement are based on the 2014 CalPERS Experience Study for the period from 1997 to 2011.
Mortality	Rates are taken from the 2017 CalPERS valuation.

* Historical information is required only for measurement periods for which GASB 75 is applicable. Future years' information will be displayed up to 10 years as information becomes available.



**INDEPENDENT AUDITOR'S REPORT ON
INTERNAL CONTROL OVER FINANCIAL REPORTING
AND ON COMPLIANCE AND OTHER MATTERS BASED ON AN
AUDIT OF FINANCIAL STATEMENTS PERFORMED IN ACCORDANCE
WITH GOVERNMENT AUDITING STANDARDS**

To the Board of Commissioners
Of the Port of Redwood City
Redwood City, California

We have audited, in accordance with the auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards* issued by the Comptroller General of the United States, the basic financial statements of the Port of Redwood City, California (Port), as of and for the year ended June 30, 2024, and have issued our report thereon dated January 15, 2025.

Report on Internal Control over Financial Reporting

In planning and performing our audit of the financial statements, we considered the Port's internal control over financial reporting (internal control) as a basis for designing audit procedures that are appropriate in the circumstances for the purpose of expressing our opinions on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the Port's internal control. Accordingly, we do not express an opinion on the effectiveness of the Port's internal control.

A *deficiency in internal control* exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, misstatements on a timely basis. A *material weakness* is a deficiency, or a combination of deficiencies, in internal control, such that there is a reasonable possibility that a material misstatement of the Port's financial statements will not be prevented, or detected and corrected on a timely basis. A *significant deficiency* is a deficiency, or a combination of deficiencies, in internal control that is less severe than a material weakness, yet important enough to merit attention by those charged with governance.

Our consideration of internal control was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control that might be material weaknesses or significant deficiencies. Given these limitations, during our audit we did not identify any deficiencies in internal control that we consider to be material weaknesses. However, material weaknesses or significant deficiencies may exist that have not been identified.

Report on Compliance and Other Matters

As part of obtaining reasonable assurance about whether the Port's financial statements are free from material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements, noncompliance with which could have a direct and material effect on the financial statements. However, providing an opinion on compliance with those provisions was not an objective of our audit, and accordingly, we do not express such an opinion. The results of our tests disclosed no instances of noncompliance that are required to be reported under *Government Auditing Standards*.

We have also issued a separate Memorandum on Internal Control dated January 15, 2025, which is an integral part of our audit and should be read in conjunction with this report.

Purpose of this Report

The purpose of this report is solely to describe the scope of our testing of internal control and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the Port's internal control or on compliance. This report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the Port's internal control and compliance. Accordingly, this communication is not suitable for any other purpose.

Maze & Associates

Pleasant Hill, California
January 15, 2025