



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

REGULAR MEETING
WEDNESDAY, 8:00 AM
MAY 10, 2023

CHAIR: RALPH A. GARCIA
VICE CHAIR: LORI ANNA KASTROP
SECRETARY: STAN MAUPIN
COMMISSIONER: RICHARD S. CLAIRE
COMMISSIONER: NANCY C. RADCLIFFE

*****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), an alternative location of 244 Alameda de las Pulgas Boulevard, Redwood City, California 94062, 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 and at the location referred to above. Some of the COMMISSIONERS may attend the meeting and participate remotely to the same extent as if they were present. 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=dTc3a09SMWN5bDFQMFZMSDM4WVNSZz09>

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 — NONE
- IV. APPROVAL OF CLAIMS — APRIL 20, 2023
ACTION: MOTION TO APPROVE; PUBLIC COMMENT; ROLL CALL VOTE

- V. ORDINANCES — NONE
- VI. RESOLUTIONS
 - A. RESOLUTION OF THE BOARD OF PORT COMMISSIONERS OF THE CITY OF REDWOOD CITY AUTHORIZING SPECIAL EVENT WITHIN CERTAIN AREA OF THE PORT OF REDWOOD CITY (FOURTH OF JULY CELEBRATION)

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 APPROVE; PUBLIC COMMENT; ROLL CALL VOTE
- VII. MOTIONS
 - A. MOTION OF THE BOARD OF PORT COMMISSIONERS OF THE CITY OF REDWOOD CITY APPROVING FISCAL YEAR 2023/2024 CALL FOR SPONSORSHIP PROGRAM AWARDEES

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 APPROVE; PUBLIC COMMENT; ROLL CALL VOTE
- VIII. REPORTS/PRESENTATIONS
 - DRONE SHOW HIGHLIGHTS
ACTION: PUBLIC COMMENT
- IX. EXECUTIVE DIRECTOR'S REPORT
- X. MATTERS OF BOARD INTEREST
- XI. CLOSED SESSION
 - CONFERENCE WITH LEGAL COUNSEL (Anticipated Litigation) pursuant to Government Code Section 54956.9 subdivision (d) (4) (one case)
- XII. ADJOURNMENT — TO REGULAR MEETING OF MAY 24, 2023
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 ad or service at least seven calendar days before the meeting.



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

STAFF REPORT

DATE: May 10, 2023
ITEM NO: VI.A
SUBMITTED BY: Connor Revay, Assistant Operations Manager and Harbor Master.
TITLE: RESOLUTION OF THE BOARD OF PORT COMMISSIONERS OF THE CITY OF REDWOOD CITY AUTHORIZING SPECIAL EVENT WITHIN CERTAIN AREA OF THE PORT OF REDWOOD CITY (FOURTH OF JULY CELEBRATION)

RECOMMENDATION

Staff recommends that the Board of Port Commissioners (Board) approve the resolution to authorize the City of Redwood City (City) to host the July 4th 2023 Fireworks Show at the Port of Redwood City (Port).

BACKGROUND

Since 2012, the City of Redwood City has been hosting the July 4th fireworks display at the Port. The fireworks are fired from a barge located in the turning basin.

ANALYSIS

The City is continuing to take the lead to host the 20-minute, high aerial, show and provide on-site entertainment prior to the show. The display will be conducted by Pyro Spectaculars North, Inc. from a barge in the Inner Turning Basin across from Wharf 5. Pyro Spectaculars North has received approval from the U.S. Coast Guard for the Marine Events Permit. Coast Guard regulations require a minimum 560 ft. safety zone away from the launch site. The City's Police boat and Fire boat will be on the water to help define the boundaries of the safety zone and keep all watercraft out of the safety zone.

The Port will notify all tenants and contractors of the restrictions in the Port's industrial areas for the fireworks display. No spectators will be allowed access in the industrial areas of the Port. Gates to the industrial areas at Hinman and Herkner Roads will be closed well before the event and manned by 2 additional Port security guards, paid for by the City.

The City has arranged for a band to play in the public access area adjacent to the Portside offices from 7:00 pm to 9:15 pm. The City will also provide a sound system and stage. The City is coordinating with food trucks (up to 4) to be onsite at approximately 6:00 pm. The City will provide trash receptacles, portable toilets and sinks. In the public viewing area the Port will provide portable lights and a generator for the band's sound system.

Redwood City Police will be responsible for directing personnel on site and monitoring spectator activity. Police cadets and Fire CERT team members will assist with traffic control and parking. Parking will be allowed in the Marina and Portside office parking lot at Seaport Court and along the west bound curb of Seaport Blvd. from Seaport Court to the entrance of Pacific Shores Center.

Cost Recovery	Not Applicable
Port 2020 Vision	Comports with the Port's 2020 Vision
Budget	Accounted for in Budget

ALTERNATIVES

The Board could choose to not authorize the use of the Port area for the fireworks show.

DATE: May 10, 2023

ITEM NO: VI.A

SUBJECT: RESOLUTION OF THE BOARD OF PORT COMMISSIONERS OF THE CITY OF REDWOOD CITY AUTHORIZING SPECIAL EVENT WITHIN CERTAIN AREA OF THE PORT OF REDWOOD CITY (FOURTH OF JULY CELEBRATION)

ENVIRONMENTAL REVIEW

The fireworks show is categorically exempt from CEQA, Resource Code, Section 21065 and Guidelines, Section 15378 Normal Operations of Facilities for Public Gatherings.


Staff


Executive Director

ATTACHMENTS

- A. Resolution with Exhibit

ATTACHMENT A

RESOLUTION NO. P-_____

**RESOLUTION OF THE BOARD OF PORT COMMISSIONERS OF
THE CITY OF REDWOOD CITY AUTHORIZING SPECIAL EVENT
WITHIN CERTAIN AREA OF THE PORT OF REDWOOD CITY
(Fourth of July Celebration)**

WHEREAS, the Parks, Recreation and Community Services Department of the City of Redwood City (“Parks & Rec. Department”) has requested the use of Port property to conduct an Independence Day Fireworks display (the “Event”) at the Port of Redwood City, on Tuesday, July 4, 2023; and

WHEREAS, the Parks & Rec. Department’s written request (the “Request”) has been provided to the Port of Redwood City and has been reviewed by the Board of Port Commissioners.

NOW, THEREFORE;

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

1. The Request has been reviewed by this Board.
2. The Request is granted to allow the Independence Day Fireworks display on July 4, 2023.
3. The fireworks will be conducted by Pyro Spectaculars North, Inc.
4. Approval of this Resolution constitutes the Permit issued by the Port of Redwood City.
5. A copy of the Request showing the terms and conditions of the Request and the location of the Event is marked Exhibit “A”, attached hereto and made a part hereof.
6. The approval of the Request is subject to receipt prior to the Event of proof of insurance coverage carried by Pyro Spectaculars North, Inc. naming the Port of Redwood City, its Board, officers, agents and employees as additional insureds and proof that Pyro Spectaculars North, Inc. will indemnify and save harmless the Port of Redwood City, its Board, officers, agents and employees.

ATTACHMENT A

* * * * *

Regularly passed and adopted by the Board of Port Commissioners of Redwood City, this _____ day of _____, 2023.

AYES, and in favor of said Resolution, Commissioners:

NOES, Commissioners:

ABSENT, Commissioners:

President, Board of Port Commissioners

Attest:

Secretary, Board of Port Commissioners

EXHIBIT A



Parks, Recreation and Community Services Department
1400 Roosevelt Ave. Redwood City, CA 94061
(650) 780-7250

Event Plan

2023 4th of July Fireworks Port of Redwood City

The City of Redwood City is **requesting temporary use** of the Port of Redwood City facilities to host the 2023 4th of July Fireworks Spectacular. The City is continuing to take the lead this year with: obtaining major corporate sponsors to pay for a 20 minute high aerial show; providing onsite entertainment for spectators prior to the show; providing public notification; and managing security, police services, and any necessary permitting.

Fireworks Display Details:

The display will be conducted by a licensed fireworks vendor and will be launched from a barge in the Port of Redwood City's turning basin, across from Wharf 5. The Fire Marshal concurs that the location is safe and has received the necessary permits and paperwork from the pyro-technician.

Pyro Spectaculars, Inc. (the licensed fireworks company) has received approval from the US Coast Guard and the "Marine Events Permit" is attached for reference. With the approval from the US Coast Guard to launch the fireworks from Wharf #4, we do not have to coordinate the use of a barge and the associated costs, insurance and logistics requirements.

The show will last for approximately 20 minutes and will begin at 9:30 pm.

The fireworks vendor has obtained all necessary permits in accordance with State law. Copies of these permits have been provided to the City's Fire Marshal.

Provisions for maintaining the Safety Zone:

The US Coast Guard regulations require a minimum safety zone of 560' away from the launch site with support from the Police and Fire boats, no watercraft will be permitted to anchor or remain in the deep water turning basin during the display.

EXHIBIT A



Except for cargo operations at the Port, the industrial area will be closed for this event. No shore spectators will be permitted in the industrial area near Wharf #4 and Wharf #5.

The City requests that the Port notify all tenants, contractors, and vendors of the firework show and restrictions. The City also requests that an on-site contact from the Port is available to access areas as needed and to assist with the removal of any spectators that may have entered into any restricted area.

Use of the public access area of Seaport Court

The City will provide uniformed private security personnel (12 confirmed with one supervisor on site), Police Cadets, CERT team members, and Police Officers to direct and monitor spectator activity in the public viewing area at Seaport Court. Personnel will also have traffic control duties and general monitoring and response as necessary. The City will also provide portable toilets, sinks and trash support.

The City requests that the Port help by providing the following in this area:

1. Lighting standards to be used in the public viewing area at Seaport Court for the safe exit after the show
2. Generator for the band

Notification to other agencies

The Redwood City Police Department will notify other local agencies that may be affected by the fireworks display and any potential traffic impacts related to the show.

EXHIBIT A

Police/Security:

Police Officers will be responsible for directing personnel as necessary onsite. Twelve security personnel will be on duty from approximately 5:00 pm to 11:00 pm at and around the Port. Police cadets and Fire CERT team members will be assisting from 6:00 pm to 11:00 pm.

City personnel, the fireworks crew, and their vehicles should have City identification and/or placards produced by the City for access to the Port area near Wharf 4. They have been told to arrive prior to 7:00 pm.

On-Site Entertainment and Logistics:

The City has booked a band and will include a sound system and stage from 7:00 pm to 9:15 pm. The City requests the use of the Port's generator. The City is also coordinating food trucks (up to 4) to be in the Seaport Court parking lot by 6:00 pm (awaiting confirmation).

Street Closures and Parking Restrictions:

Seaport Blvd. or other local streets may be closed by the Police Department as needed to control the flow of vehicles into the Port area.

Public parking in the Seaport Court area is limited and shared by the marina tenants and the Sequoia Yacht Club. The west-bound curb along Seaport Blvd. from Seaport Court to the entrance to Pacific Shores may be used for additional public parking.

Parking on one side of the Frontage Road will be permitted.

Only emergency personnel and other designated City personnel will be allowed in once the road closures have taken place.

- Seaport @ Blomquist will be closed when the designated parking areas on Seaport reach approx. 80% of capacity (est. 110 vehicles). The time is estimated to be approximately 7:00 pm.
- The Port's Launch Ramp parking lot on Chesapeake can be opened to overflow parking for any additional vehicles remaining in the closed areas of Seaport.
- Maple @ Veterans will be closed when Blomquist and Maple Street parking becomes full.
- After the conclusion of the fireworks, Blomquist will be closed at Seaport to allow for westbound traffic only.

Towing:

Any vehicles that are blocking the roadway or are illegally parked and deemed a hazard shall be towed (22651m CVC). A CHP180 must accompany the tow.

Emergency Personnel:

The Fire Department will have personnel on scene for the fireworks. The City's Fire Marshal will have authority for safety of the launch area and will be working closely with the pyrotechnic company and personnel on meeting all safety standards.



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

STAFF REPORT

DATE: May 10, 2023

ITEM NO: VII.A

SUBMITTED BY: Trish Wagner, Business Development Manager

TITLE: MOTION OF THE BOARD OF PORT COMMISSIONERS OF THE CITY OF REDWOOD CITY APPROVING FISCAL YEAR 2023/2024 CALL FOR SPONSHIP PROGRAM AWARDEES

RECOMMENDATION

Staff recommends that the Board of Port Commissioners (Board) approve awarding sponsorship to various local non-profit entities as outlined below.

BACKGROUND

The Port held its fifth annual sponsorship program in an effort to support the local community. The application period was January 23, 2023 through April 10, 2023, for applications of local programs and events taking place between July 1, 2023 and June 30, 2024. For FY 23/24, the Port anticipates awarding \$20,000 in sponsorship funds, approximately \$4,000 more than awarded in FY 22/23.

Sponsorships are awarded to organizations with an overarching focus on maritime activities to enhance the community, the Port's four focus areas include: 1) Economic Growth, 2) Environmental Stewardship, 3) Youth and Education, and 4) Community Benefit. Applicants may use funding for event sponsorship, program/operational support or other related uses.

Additionally, applicants are required to outline how their respective request is going to be expended, to validate tax exempt status, and to demonstrate other financial contributors, so as to maximize the Port's sponsorship allocation with other funding sources. Port staff recommends awarding sponsorships as outlined in the table below.

Agency	Sponsored Event	Amount Requested	Funding Recommendation
Sequoia Yacht Club	Junior Sailing Program Support	Open	\$1,500
Redwood City Library Foundation	Event and Program Support	\$2,500	\$2,000
City Trees	Program Support	\$3,500	\$1,000
Redwood City Parks and Arts Foundation	Event and Program Support	\$2,500	\$2,000
Sequoia YMCA	Program Support	\$2,500	\$2,500
Marine Science Institute	Event Support	\$5,000	\$2,500
Santa Clara University Sailing Club	Program Support	\$900	\$500
Peninsula Youth Sailing Foundation (PYSF)	Program Support	\$8,000	\$1,000
Bair Island Aquatic Center (BIAC)	Program Support	\$18,000	\$1,000
Peninsula Family Service	Program Support	\$5,000	\$1,000
City of Redwood City	Event Support – Summer Concert Series	\$10,000	\$5,000
Total		\$57,900	\$20,000

DATE: May 10, 2023

ITEM NO: VII.A

TITLE: MOTION OF THE BOARD OF PORT COMMISSIONERS OF THE CITY OF REDWOOD CITY APPROVING FISCAL YEAR 2023/2024 CALL FOR SPONSHIP PROGRAM AWARDEES

Should the Board choose to approve staff's recommendation, recipients may be asked to provide an overview at a future board meeting of how the Port sponsorship has advanced their organization's efforts.

ANALYSIS

The recommended recipients of sponsorship met the Port's criteria of either environmental stewardship, economic growth, youth and education, and community benefits. The FY23/24 budget, which will be adopted by the Board at a future meeting, will identify the sponsorship awardees and may also include a small contingency amount for funding opportunities that were unanticipated during the call for sponsorships.

Cost Recovery	N/A
Port 2020 Vision	The sponsorship program aligns with the 2020 Vision in elevating the Port's profile through education, outreach, and/or community benefit
Budget	The monies will be included in the FY23/24 budget

ALTERNATIVES

The Board may choose to modify or decline the sponsorship amounts as recommended by staff.

ENVIRONMENTAL REVIEW

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



Staff



Executive Director

ATTACHMENTS

N/A