



BOARD OF PORT COMMISSIONERS PORT OF REDWOOD CITY AGENDA

REGULAR MEETING
WEDNESDAY, 8:00 AM
SEPTEMBER 27, 2023

CHAIR: RALPH A. GARCIA
VICE CHAIR: LORIANNA 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 — SEPTEMBER 13, 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 APPROVEING STANDARD SUBLEASE AMENDMENT – (PORTSIDE INVESTORS – PHASE 1 LEASE AGREEMENT) – (CAPITAL PROGRAM MANAGEMENT, INC.)**

CEQA: 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.

ACTION: MOTION TO APPROVE; PUBLIC COMMENT; ROLL CALL VOTE

VII. MOTIONS

- A. ELECTION OF OFFICERS**

ACTION: NOMINATE AND ELECT NEW PORT COMMISSION OFFICERS; PUBLIC COMMENT; ROLL CALL VOTE

VIII. REPORTS/PRESENTATIONS - NONE

IX. EXECUTIVE DIRECTOR'S REPORT

X. MATTERS OF BOARD INTEREST

XI. CLOSED SESSION - NONE

XII. ADJOURNMENT — TO REGULAR MEETING OF OCTOBER 11, 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 aid or service at least seven calendar days before the meeting.



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

STAFF REPORT

DATE: September 27, 2023
ITEM NO: VI.A
SUBMITTED BY: Trish Wagner, Business Development Manager
TITLE: RESOLUTION OF THE BOARD OF PORT COMMISSIONERS OF THE CITY OF REDWOOD CITY APPROVING STANDARD SUBLEASE AMENDMENT - (PORTSIDE INVESTORS - PHASE I LEASE AGREEMENT) - (CAPITAL PROGRAM MANAGEMENT, INC.)

RECOMMENDATION

Staff recommends that the Board of Port Commissioners (Board) approve the standard sublease amendment.

BACKGROUND

Tenant: Capital Program Management, Inc., a California Corporation, DBA: CPM

Premises: 768 square feet

Lease Term: November 1, 2023 – October 31, 2024

Address: 495 Seaport Court, Suite 103, Redwood City, CA 94063

Rent:

Months	Rent per SF	Rent
11/1/2023 – 10/31/2024	\$3.85 x 768 SF	\$2,956.80

Use: Business Consultant and Construction Project Management Services

ANALYSIS

This is a standard sublease, for a Portside I tenant, which includes the following language:

Portside is located at the Port of Redwood City. The Port is a marine freight terminal and provides berths for dry bulk, liquid bulk, and project cargoes, along with certain recreational opportunities and public access to San Francisco Bay. As a result, tenants at Portside should be aware that the industrial activities (including construction activities from time to time) conducted at the Port will and do create noise, odor and dust. By executing this rental agreement, Tenant acknowledges that he/she has been made aware of the Port activities and consequences and voluntarily executes this rental agreement.

Cost Recovery	The Fivey Company paid cost recovery for this sublease approval.
Port 2020 Vision	Comports with the Port's 2020 Vision
Budget	Continued revenue stream

ALTERNATIVES

If the Board chooses not to approve the sublease amendment, there may be a potential impact on Port revenue.

DATE: September 27, 2023

ITEM NO: VI.A

SUBJECT: RESOLUTION OF THE BOARD OF PORT COMMISSIONERS OF THE CITY OF REDWOOD CITY APPROVING STANDARD SUBLEASE AMENDMENT - (PORTSIDE INVESTORS - PHASE I LEASE AGREEMENT) - (CAPITAL PROGRAM MANAGEMENT, INC.)

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.

ATTACHMENTS

- A. Cover letter from The Fivey Company, dated September 5, 2023
- B. Resolution



Staff



Executive Director

September 5, 2023

Board of Port Commissioners
Port of Redwood City
675 Seaport Court
Redwood City, CA 94063

RE: Lease Transaction for approval by board of Port Commissioners

Please find enclosed a copy of the following document(s) for approval by the Board of Port Commissioners

◆ First Amendment to Lease, Capital Program Management, dated July 12, 2023 for space located at 494 Seaport Ct. Suite 103 in approximately 768 RSF. The lease term is for 12 months at \$3.85 PSF commencing November 1, 2023.

Please let me know if you have any questions.

Sincerely,



Channin Graham
Property Manager

RECEIVED
SEP 12 2023
PORT OF REDWOOD CITY

RESOLUTION NO. TBD

RESOLUTION OF THE BOARD OF PORT COMMISSIONERS OF THE CITY OF REDWOOD CITY APPROVING FIRST AMENDMENT TO SUBLEASE AMENDMENT (PORTSIDE INVESTORS - PHASE I LEASE AGREEMENT) (CAPITAL PROGRAM MANAGEMENT, INC., A CALIFORNIA CORPORATION)

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

Pursuant to the provisions of Paragraph 33 of that certain Lease Agreement dated May 31, 1984 (as amended) by and between the City of Redwood City acting by and through its Board of Port Commissioners and Portside Investors - Phase I, a California limited partnership ("Lessee"), that certain following-named document by and between Lessee and the following- named tenant, a copy of which agreement is on file in the office of the Port Manager, to which copy reference is hereby made for the full particulars thereof, is hereby approved:

**First Amendment to Sublease Amendment
Capital Program Management, Inc., a California Corporation
495 Seaport Court, Suite 103
Redwood City, CA 94063**

Regularly passed and adopted by the Board of Port Commissioners of Redwood City, this 27th day of September 2023.

AYES, COMMISSIONERS:

NOES, COMMISSIONERS:

ABSENT, COMMISSIONERS:

President, Board of Port Commissioners

Attest:

Secretary, Board of Port Commissioners