



# BOARD OF PORT COMMISSIONERS PORT OF REDWOOD CITY MINUTES

REGULAR MEETING  
WEDNESDAY, 8:00 AM  
April 12, 2023

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

## AGENDA ITEM

### 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 Lorianna Kastrop, presiding

Commissioners Present: Richard Claire, Nancy C. Radcliffe, Lorianna Kastrop and Stan Maupin

Commissioners Absent: Ralph Garcia

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

Commissioner Kastrop 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 Claire, Radcliffe, Kastrop and Maupin in attendance. Executive Director Zortman 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 16, 2023; APRIL 5, 2023

After inviting public comment, Commissioner Kastrop 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 approve claims dated March 16, 2023 and April 5, 2023 was made by Commissioner Radcliffe and was seconded by Commissioner Maupin. The motion passed 4-0 by roll call vote with Chair Garcia having an excused absence.

### V. ORDINANCES — NONE

### VI. RESOLUTIONS

#### A. RESOLUTION OF THE BOARD OF PORT COMMISSIONERS OF THE CITY OF REDWOOD CITY APPROVING THE BELOW TARIFF(S):

- 1. RESOLUTION OF THE BOARD OF PORT COMMISSIONERS OF THE CITY OF REDWOOD CITY AMENDING RESOLUTION P-886 (TARIFF NO. 7) TO CHANGE CERTAIN PROVISIONS OF SAID TARIFF NO.7 – PORT OF REDWOOD CITY MARINA AND PORT AREA**
- 2. RESOLUTION OF THE BOARD OF PORT COMMISSIONERS OF THE CITY OF REDWOOD CITY APPROVING AND AUTHORIZING AN INCREASE IN TARIFF NO. 8 INCLUDING DOCKAGE, WHARFAGE, DEMURRAGE, STORAGE, SERVICE & FACILITIES, CARGO HANDLING, LINE HANDLING AND MISCELLANEOUS CHARGES**

Executive Director Zortman introduced Connor Revay, Assistant Operations Manager. Mr. Revay gave a brief presentation on both Tariff 7 and 8 rate increases. Mr. Revay stated the proposed increases are lower yet competitive with other marinas and commercial west coast ports. He also stated Tariff No. 7 specifies rates, charges, rules and regulations for operations of the Redwood City Marina. While Tariff No. 8 sets rules, regulations, rates and service

charges for use of the Port's wharves and cargo handling areas. Revenue will assist in cost for operations, maintenance, and infrastructure. The increase if adopted, would be in effect as of July 1, 2023. Commissioner Radcliffe inquired what the percentage of berth occupancy is at the marina; Mr. Revay stated the marina is at 76% occupancy. Commissioner Maupin inquired if the marina sustained any damages from the storm and how does the Port's increase on Tariff 8 compare to other ports. Mr. Revay stated there was minimal damage with limited power outages. He also stated that we rely on data from California Association of Port Authorities and Bureau of Labor Statistics. Commissioner Kastrop stated having a 25¢ per foot increase on slips across all slip sizes resulting in the smaller slips paying a higher percent increase, in the future she would prefer we either increase by percentage or treat smaller slips with lesser increase. After inviting public comment, Commissioner Kastrop 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 approve was made by Commissioner Maupin and was seconded by Commissioner Radcliffe. The motion passed 4-0 by roll call vote with Chair Garcia having an excused absence.

**B. RESOLUTION OF THE BOARD OF PORT COMMISSIONERS OF THE CITY OF REDWOOD CITY APPROVING FOURTH AMENDMENT TO SUBLEASE AGREEMENT - (PORTSIDE INVESTORS - PHASE I LEASE AGREEMENT) - (DEBBIE COLLINS, AS AN INDIVIDUAL, DBA I AM FITNESS)**

After inviting public comment, Commissioner Kastrop 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 approve was made by Commissioner Radcliffe and was seconded by Commissioner Claire. The motion passed 4-0 by roll call vote with Chair Garcia having an excused absence.

**VII. MOTIONS — NONE**

**VIII. REPORTS/PRESENTATIONS — NONE**

**IX. EXECUTIVE DIRECTOR'S REPORT**

On April 1, 2023 the Rock the Dock concert series commenced. Executive Director Zortman stated on May 6, 2023 at sunset, the Port will have a 12-15 minute lighted drone show that will be accompanied with music; she also stated the drone show aligns with the Pacific Sail & Power Boat Show. On June 14, 2023, Flag Day, the Port will be hosting Chamber San Mateo County's Off the Clock on the Dock. From March 26 through March 30, 2023 Executive Director Zortman along with Commissioners Maupin and Garcia attended the American Association of Port Authorities 2023 Legislative Summit in Washington D.C. where they met with several electeds. On March 30, 2023 Bay Planning Coalition's 40th Anniversary Event and Sustainable San Mateo County's 24th Annual Awards Celebration were attended by staff and Commissioners. Commissioner Kastrop inquired when the fence at the 9-acres site would commence. Executive Director Zortman stated a date will be scheduled as soon as we are in receipt of the bond and weather permitting.

**X. MATTERS OF BOARD INTEREST**

From March 26 through March 30, 2023 Commissioner Maupin attended American Association of Port Authorities 2023 Legislative Summit (AAPA). This was his first summit and he was impressed as he observed Executive Director Zortman work with electeds and lobbyist. On March 30, 2023 Commissioner Kastrop along with Commissioner Radcliffe attended Sustainable San Mateo County's 24th Annual Awards Celebration. Commissioner Kastrop thanked Commissioner Maupin for attending AAPA's Legislative Summit, she also stated that this summit and visits to D.C. are very valuable to the Port. Commissioner Kastrop stated she is pleased with Rock the Dock, when she hears Rock the Dock mentioned, it is becoming part of the local culture. It makes Redwood City fun, with a lot of public goodwill. Commissioner Kastrop inquired if additional seating, tables or if a wind break can be added.

**XI. CLOSED SESSION — NONE**

**XII. ADJOURNMENT — TO REGULAR MEETING OF APRIL 26, 2023**

After inviting public comment, Commissioner Kastrop 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 adjourn the meeting was made by Commissioner Maupin and seconded by Commissioner Radcliffe. The motion passed 4-0 by roll call vote with Chair Garcia having an excused absence. The meeting was adjourned by Commissioner Kastrop at 8:27 AM to its next regularly scheduled meeting on April 26, 2023.