



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

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

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 Lorianna Kastrop, presiding

Commissioners Present: Richard Claire, Ralph Garcia, Stan Maupin and Lorianna Kastrop

Commissioners Absent: Nancy C. Radcliffe

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

Chair 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, Garcia, Maupin and Kastrop in attendance. Commissioner Garcia 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 — APRIL 24, 2024

After inviting public comment, Chair 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 minutes dated April 24, 2024 was made by Commissioner Maupin and was seconded by Commissioner Garcia. The motion passed 4-0 voice roll call vote with Commissioner Radcliffe having an excused absence.

IV. APPROVAL OF CLAIMS — NONE

V. ORDINANCES

A. INTRODUCTION OF ORDINANCE OF THE BOARD OF PORT COMMISSIONERS OF THE CITY OF REDWOOD CITY APPROPRIATING ANTICIPATED REVENUES AND OTHER GENERAL FUNDS OF THE PORT OF REDWOOD CITY FOR THE FISCAL YEAR JULY 1, 2024 – JUNE 30, 2025

On April 26, 2024 the ad-hoc Finance Committee convened with staff on the Preliminary Port Budget for fiscal year 2024/2025 (Fy2025). Executive Director Zortman introduced Rajesh Sewak, Director of Finance and Administration. Mr. Sewak presented a brief overview of the proposed Fy2025 budget. Mr. Sewak stated the Preliminary Budget is based on an estimated 1.9 million metric tons (mt) of cargo. Mr. Sewak also stated the total operating revenue in the Preliminary Budget of \$10.3 million, with operating expenses increased due to higher costs to preventative maintenance, employee costs, utilities and insurances. After inviting public comment, Chair 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 waive the full reading and introduce the ordinance was made by Commissioner Garcia and was seconded by Commissioner Maupin. The motion passed 4-0 by roll call vote with Commissioner Radcliffe having an excused absence.

VI. RESOLUTIONS — NONE

VII. MOTIONS

A. MOTION OF THE BOARD OF PORT COMMISSIONERS OF THE CITY OF REDWOOD CITY APPROVING FISCAL YEAR 2024/2025 CALL FOR SPONSORSHIP PROGRAM AWARDEES

Executive Director Zortman introduced Trish Wagner, Business Development Manager. Ms. Wagner requested the Board of Port Commissioners approve various local non-profit organizations who had applied for the Port’s Fiscal Year 2024/2025 Call for Sponsorship Program. Ms. Wagner stated if approved a total of \$18,500 will be allocated to local nonprofits that met the Port’s four focus areas and included an outline of how the funds are to be utilized. After inviting public comment, Chair 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 Fiscal Year 2024/2025 Sponsorship Program Awardees was made by Commissioner Maupin and was seconded by Commissioner Garcia. The motion passed 4-0 by roll call vote with Commissioner Radcliffe having an excused absence.

VIII. REPORTS/PRESENTATIONS — NONE

IX. EXECUTIVE DIRECTOR’S REPORT

On April 25, 2024 staff hosted this season’s final Lunch and Learn. On May 4, 2024 the Port hosted its second annual Drone Show (Drone Show). Executive Director stated this year was a success noting more people showed up than anticipated. Executive Director Zortman thanked Trish Wagner, Business Development Manager and the Operations Team on coordination and maintenance of the successful event. On May 15, 2024 the Port will host a Scoping Session on the upcoming ferry project environmental review process. On May 9, 2024 the Water Emergency Transportation Authority Board will vote on Redwood City Ballpark Service Pilot Project, a partnership to deliver people to the San Francisco Giants games on certain Sundays. Executive Director Zortman stated dredging will end at the end of May. Executive Director Zortman stated staff will be meeting with the City of Redwood City regarding the proposed modification to the Business License Tax, a substantially large increase to businesses that would impact both businesses and the Port’s revenue.

X. MATTERS OF BOARD INTEREST

On May 4, 2024 Commissioner Maupin attended the second annual Drone Show, Commissioner Maupin stated the event was amazing. On April 26, 2024 Commissioner Maupin attended the City of Redwood City’s 101/84 ad-hoc Committee Meeting. On May 4, 2024 Chair Kastrop attended the Drone Show and congratulated staff on its success. Chair Kastrop stated she will attend San Francisco Bay Conservation and Development Commission's subcommittee meeting called Sediment and Beneficial Reuse Working Group.

XI. CLOSED SESSION — CONFERENCE WITH LEGAL COUNSEL TWO (2) CASES

- A. ANTICIPATED LITIGATION — SIGNIFICANT EXPOSURE TO LITIGATION SUBDIVISION (d)(2) AND (e)(1) OF SECTION 54956.9 OF THE GOVERNMENT CODE ONE (1) CASE**
- B. PENDING LITIGATION — SETTLEMENT OF LITIGATION SUBDIVISION (d)(1) OF SECTION 54956.9 OF THE GOVERNMENT CODE ONE (1) CASE**

CASE NAME UNSPECIFIED. DISCLOSURE WOULD JEOPARDIZE EXISTING SETTLEMENT NEGOTIATIONS

Chair Kastrop convened the Board into a Closed Session at 8:47 AM for the above matters.

Chair Kastrop reconvened the Board into Open Session at 9:20 AM, stating no reportable actions from Closed Session.

XII. ADJOURNMENT — TO REGULAR MEETING OF MAY 22, 2024

After inviting public comment, Chair 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 Garcia and was seconded by Commissioner Maupin. The motion passed 4-0 voice roll call vote with Commissioner Radcliffe having an excused absence. The meeting was adjourned by Chair Kastrop at 9:21 AM to its next regularly scheduled meeting on May 22, 2024.