



# BOARD OF PORT COMMISSIONERS PORT OF REDWOOD CITY MINUTES

REGULAR MEETING  
WEDNESDAY, 8:00 AM  
MARCH 27, 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: Ralph Garcia Nancy C. Radcliffe, Stan Maupin and Lorianna Kastrop

Commissioners Absent: Richard Claire

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 Garcia, Radcliffe, Maupin and Kastrop in attendance. Commissioner Radcliffe 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 7, 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 claims dated March 7, 2024 was made by Commissioner Radcliffe and was seconded by Commissioner Maupin. The motion passed 4-0 by roll call vote with Commissioner Claire having an excused absence.

## V. ORDINANCES

### A. INTRODUCTION OF AN 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

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. Chair Kastrop stated she appreciates that the Port is in alignment and competitive with staff's salary plan. A motion to waive the full reading and introduce the ordinance was made by Commissioner Garcia and was seconded by Commissioner Radcliffe. The motion passed 4-0 by roll call vote with Commissioner Claire having an excused absence.

## **VI. RESOLUTIONS**

### **A. RESOLUTION OF THE BOARD OF PORT COMMISSIONERS OF THE CITY OF REDWOOD CITY APPROVING FIFTH AMENDMENT TO EMPLOYMENT AGREEMENT FOR THE POSITION OF PORT MANAGER AND AUTHORIZING THE EXECUTION OF THE AGREEMENT**

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. Executive Director Zortman clarified the Port's contribution limits to deferred compensation would be based per IRS standards and this was \$31,000 for 2024. Chair Kastrop stated that she and Commissioner Maupin sat on the Ad Hoc Personnel subcommittee and are confident on the recommendation and benchmark amounts. Commissioner Maupin made a motion with a salary amount. A motion to adopt the resolution was made by Commissioner Maupin and was seconded by Commissioner Radcliffe. The motion passed 4-0 by roll call vote with Commissioner Claire having an excused absence. Executive Director Zortman thanked the Board for their continued support and leadership.

## **VII. MOTIONS — NONE**

## **VIII. REPORTS/PRESENTATIONS**

### **A. CERTIFICATION OF SEMI-ANNUAL INVESTMENT REPORT ENDING DECEMBER 31, 2023**

Executive Director Zortman introduced Rajesh Sewak, Director of Finance and Administration. In his 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, 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.

## **IX. EXECUTIVE DIRECTOR'S REPORT**

From March 18, 2024 through March 21, 2024 Executive Director Zortman, Chair Kastrop and Commissioner Maupin attended the American Association of Port Authorities Legislative Summit in Washington D.C (Summit). This Summit brings together senior Port Executives from around the nation with Federal government leadership to discuss issues important to one of the most critical national industries. Executive Director Zortman, Chair Kastrop and Vice Chair Maupin met with many Electeds, and Agencies such as FEMA and the U.S. Army Corps of Engineers. While in D.C. the Port thanked Congresswoman Anna Eshoo for all of her leadership through the years that she has provided the Port. Executive Director Zortman stated the Port also thanked Congressman Mullin and staff for their continued leadership and support

## **X. MATTERS OF BOARD INTEREST**

From March 18, 2024 through March 21, 2024 Executive Director Zortman, Chair Kastrop and Commissioner Maupin attended the American Association of Port Authorities Legislative Summit in Washington D.C (Summit). Chair Kastrop stated we are lucky to have a great firm to represent the Port and scheduling meetings in D.C. Chair Kastrop stated there were many high-level discussions and that this is a good sign with staff preparation, and with the groundwork that was laid before their visit. Commissioner Maupin stated the meetings were a great collaboration of ideas from the different agencies and electeds that they had met with. On March 13, 2024 Chair Kastrop attended Bay Planning Coalition's Resilient Transportation Committee, she stated one of the discussions included a region wide White Paper that includes the ferry project. She also stated with her term expiring she would like for one her fellow Commissioners to continue attending the meetings. On March 15, 2024 Chair Kastrop attended San Francisco Bay Conservation and Development Commission's (BCDC) subcommittee meeting called Sediment and Beneficial Reuse Working Group.

**XI. CLOSED SESSION**

**A. CONFERENCE WITH LEGAL COUNSEL — ANTICIPATED LITIGATION —**

**Significant exposure to litigation Government Code, Section 54956.9 (d) (4) (ONE CASE)**

Chair Kastrop convened the Board into a Closed Session at 8:26 AM for the above matter.

Chair Kastrop reconvened the Board into Open Session at 9:00 AM.

Chair Kastrop stated no reportable actions from Closed Session.

**XII. ADJOURNMENT — TO REGULAR MEETING OF APRIL 10, 2024**

Commissioner Maupin suggested that we hold a moment of silence for the victims of the Baltimore Bridge collapse. Chair Kastrop called for a moment of silence to mourn the ship collision with the Bridge in Baltimore, she also stated we would like to send out thoughts and prayers to the citizens in Baltimore. 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 Commissioner Claire having an excused absence. The meeting was adjourned by Commissioner Kastrop at 9:03 AM to its next regularly scheduled meeting on April 10, 2023.