



# BOARD OF PORT COMMISSIONERS PORT OF REDWOOD CITY MINUTES

REGULAR MEETING  
WEDNESDAY, 8:00 AM  
JULY 27, 2022

CHAIR: RICHARD S. CLAIRE  
VICE CHAIR: R. SIMMS DUNCAN  
SECRETARY: RICHARD DODGE  
COMMISSIONER: RALPH A. GARCIA  
COMMISSIONER: LORIANNA KASTROP

## 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, as amended by AB 361, 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 Richard Claire, presiding

Commissioners Present: Richard Claire, Richard Dodge, Lorianna Kastrop, R. Simms Duncan, Ralph A. Garcia

Commissioners Absent: None

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

Chair Claire called the meeting to order at 8:00 AM. Clerk of the Board Linda Alvarado conducted a roll call and confirmed a meeting quorum with Commissioners Claire, Dodge, Duncan, Garcia and Kastrop in attendance. Commissioner Dodge 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 — Regular Meeting of July 13, 2022

After inviting public comment, Chair Claire 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 July 13, 2022 was made by Commissioner Dodge and was seconded by Commissioner Kastrop. The motion passed by a unanimous voice roll call vote of all Commissioners present.

## IV. APPROVAL OF CLAIMS — NONE

## V. ORDINANCES — NONE

## VI. RESOLUTIONS

### A. RESOLUTION OF THE BOARD OF PORT COMMISSIONERS OF THE CITY OF REDWOOD CITY DECLARING THE CONTINUED STATE OF LOCAL EMERGENCY CAUSED BY THE COVID-19 PANDEMIC AND NEED FOR THE BOARD OF PORT COMMISSIONERS OF THE CITY OF REDWOOD CITY TO CONDUCT HYBRID MEETINGS (IN-PERSON AND TELECONFERENCING MEETINGS) IN ORDER TO PRESERVE PUBLIC HEALTH AND SAFETY

After inviting public comment, Chair Claire 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 adopt the resolution was made by Commissioner Kastrop and was seconded by Commissioner Garcia. The motion passed by a unanimous voice roll call vote of all Commissioners present.

**B. RESOLUTION OF THE BOARD OF PORT COMMISSIONERS OF THE CITY OF REDWOOD CITY ACCEPTING THE REPLACEMENT OF TRACK 787 CROSSING PROJECT AND AUTHORIZING RELEASE OF PAYMENT AND PERFORMANCE BONDS PURSUANT TO THE TERMS OF THE CONTRACT WITH H & H ENGINEERING CONSTRUCTION, INC.**

After inviting public comment, Chair Claire 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 adopt the resolution was made by Commissioner Kastrop and was seconded by Commissioner Dodge. The motion passed by a unanimous voice roll call vote of all Commissioners present.

**VII. MOTIONS — NONE**

**VIII. REPORTS/PRESENTATIONS — NONE**

**IX. EXECUTIVE DIRECTOR'S REPORT**

Executive Director Zortman stated with the acceptance of the ferry business plan, staff, the City and WETA are drafting a new Memorandum of Understanding. This will allow the project to advance to the next stage. Executive Director Zortman stated that the deadline to turn in proposal packets for the Commercial Recreation RFP has been extended from August to September 2, 2022. She stated with the current state of staffing issues, due to the pandemic, the extension will allow enough time for respondents to submit robust proposals. She stated that the Port has hosted several Q&A sessions and has given tours to parties from different areas of the state. Executive Director Zortman stated that staff is providing comments and applying for the State's Port and Freight Infrastructure Program of \$1.2 billion. These funds are for the improvement of infrastructure needs and to improve supply chain issues. Executive Director Zortman recognized both Commissioner Dodge and Commissioner Duncan as this is their last day as formal Commissioners.

**X. MATTERS OF BOARD INTEREST**

Commissioner Dodge stated with his 42-years of service, he has represented nearly 50% of the Port Department's existence, with the passage of the City's Charter in 1937, 85 years ago, formally establishing the Port as an Enterprise Department of the City. As an Enterprise Department of the City, the Port is a profit-oriented business; staff and Commissioners can be very proud of the following: Starting in 1984 with a contribution to the City's general fund, of \$100,000, the Port has made annual contributions, known as subvention. Since that first subvention, annual payments to the City have totaled nearly \$11 million, with \$541,000 in this fiscal year alone. The Port is increasing their global economic impact on the local economy, with gross revenues averaging \$9 million dollars annually and by averaging 2 million metric tons of cargo across our wharves with only 12 full time employees (FTE). He stated in 1980, with 9 employees there was approximately 100,000 metric tons of cargo across our wharves. This is important because the Port productivity rate in 1980 was 8,300 metric tons per FTE. Contrast this with the productivity rate in this fiscal year at 166,000 metric tons per FTE, resulting in an increase in productivity of almost 2000%. Commissioner Dodge stated the Port continues to increase productivity while operating with a very lean staff. The Port operates with a ratio of 2.5 FTE per Commissioner, making it vitally important that each Commissioner brings to the Port an area of expertise that can have a direct benefit to the Port. Commissioner Dodge listed examples of expertise as being general business experience, experience in insurance, financing, real estate, or whatever contribution they can make towards the continued growth and profitability. Commissioner Dodge stated he is proud that during his tenure, he has served alongside 18-experienced fellow Commissioners and elected Port Chairman 11 times. He also represented the Port on the Executive Committee of the Association of Pacific Ports (APP) for almost 40 years. The APP represents ports around the Pacific Rim and South Sea Islands. Commissioner Dodge stated that he is honored to have been elected the only two-time President in APP's 100-year history. Commissioner Dodge noted that the Port Commission elected Lorianna Kastrop as its Chair in September 2013, making her the first woman to hold the position in its 76-year history. The City Council appointed the third woman Commissioner in its history, Nancy Radcliffe who along with Stan Maupin, retired Fire Chief, will be joining the Commission in August. Commissioner Dodge thanked his fellow Commissioners and those who have served with him on prior Commissions. Commissioner Dodge also thanked Floyd Shelton, Mike Giari and Kristine Zortman for their executive leadership.

Commissioner Kastrop thanked Commissioner Dodge for his historical background and for the long term impact that he has made to the Port. Commissioner Kastrop thanked Commissioner Duncan for his service and collegiality. She also welcomed the incoming Commissioners. She concluded by thanking Trish Wagner and Port staff for their work on Portfest. Commissioner Garcia thanked everyone at the Port for their excellent job.

Commissioner Duncan thanked everyone for the past eight years, stating it has been a pleasure. Chairman Claire stated Commissioner Dodge and Duncan will be missed.

**XI. CLOSED SESSION — NONE**

**XII. ADJOURNMENT — To Regular Meeting of August 10, 2022**

After inviting public comment, Chair Claire 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 Dodge and seconded by Commissioner Duncan. The motion passed by a unanimous voice roll call vote of all Commissioners present. The meeting was adjourned by Chairman Claire at 8:29 AM to its next regularly scheduled meeting on August 10, 2022.