



# BOARD OF PORT COMMISSIONERS PORT OF REDWOOD CITY MINUTES

REGULAR MEETING  
WEDNESDAY, 8:00 AM  
FEBRUARY 23, 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

This Board of Port Commissioners meeting was held during a proclaimed State of Emergency. Due to the continuing Covid-19 emergency, meetings will be held remotely by audio/video teleconference in accordance with Assembly Bill 361 signed into law by the Governor of the State of California as an emergency bill, in order to provide the safest environment for the public, Port officials and staff while allowing for continued operation of the government and public participation. 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, Ralph A. Garcia, Simms Duncan

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, Garcia, Kastrop and Duncan in attendance. Commissioner Duncan led the Pledge of Allegiance.

## II. PUBLIC COMMENT—

No members of the public in attendance at the meeting wished to make public comments.

## III. APPROVAL OF MINUTES— NONE

## IV. APPROVAL OF CLAIMS— February 16, 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 Claims dated February 16, 2022 was made by Commissioner Garcia and was seconded by Commissioner Kastrop. The motion passed by a unanimous voice vote of all Commissioners present.

## 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 CONTINUE TO TELECONFERENCE IN ORDER TO PRESERVE PUBLIC HEALTH AND SAFETY

Chair Claire opened the item by stating that this is a recurring resolution on all Board Meetings.

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 Dodge and was seconded by Commissioner Kastrop. The motion passed by a unanimous voice vote of all Commissioners present.

**B. RESOLUTION OF THE BOARD OF PORT COMMISSIONERS OF THE CITY OF REDWOOD CITY APPROVING THE BELOW SUBLEASE AGREEMENTS—**

- 1. RESOLUTION APPROVING FIFTH AMENDMENT TO SUBLEASE AGREEMENT—  
(PORTSIDE INVESTORS – PHASE LEASE I AGREEMENT) - (ACCUSTART, INC.)**
- 2. RESOLUTION APPROVING FOURTH AMENDMENT TO SUBLEASE AGREEMENT—  
(PORTSIDE INVESTORS - PHASE I LEASE AGREEMENT) - (SOMNOLOGY, INC.)**
- 3. RESOLUTION APPROVING SUBLEASE AGREEMENT—  
(PORTSIDE INVESTORS - PHASE I LEASE AGREEMENT) - (GWENN KAFKA)**
- 4. RESOLUTION APPROVING FOURTH AMENDMENT TO SUBLEASE AGREEMENT—  
(PORTSIDE INVESTORS - PHASE I LEASE AGREEMENT) - (TIM LEBARON, DBA REDWOOD PRODUCE, 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 approve sublease agreements was made by Commissioner Duncan and seconded by Commissioner Dodge. The motion passed by a unanimous voice vote of all Commissioners present.

**C. RESOLUTION OF THE BOARD OF PORT COMMISSIONERS OF THE CITY OF REDWOOD CITY ACCEPTING THE PUBLIC FISHING PIER REPLACEMENT PROJECT AT THE PORT OF REDWOOD CITY AND AUTHORIZING RELEASE OF PAYMENT AND PERFORMANCE BONDS PURSUANT TO THE TERMS OF THE CONTRACT WITH POWER ENGINEERING CONSTRUCTION COMPANY**

David Fisch, Deputy Director of Operations, gave a brief presentation and clarified the change orders at the request of Commissioner Kastrop. 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 the resolution was made by Commissioner Kastrop and seconded by Commissioner Dodge. The motion passed by a unanimous voice vote of all Commissioners present.

**D. RESOLUTION OF THE BOARD OF PORT COMMISSIONERS OF THE CITY OF REDWOOD CITY ACCEPTING H & H ENGINEERING CONSTRUCTION INC'S BID FOR THE REPLACEMENT OF TRACK 787 CROSSING AT THE PORT OF REDWOOD CITY; AUTHORIZING EXECUTION OF AGREEMENT FOR SAID WORK; AND DIRECTING RETURN OF SECURITY DEPOSITS**

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 the resolution was made by Commissioner Garcia and seconded by Commissioner Dodge. The motion passed by a unanimous voice vote of all Commissioners present.

**VII. MOTIONS— NONE**

**VIII. REPORTS/PRESENTATIONS**

**IX. EXECUTIVE DIRECTOR'S REPORT**

On February 14, 2022 both Executive Director Zortman and Respective Commissioner Kastrop virtually attended the City of Redwood City's City Council Meeting. This was the third Board/Agency that has accepted the Business Plan for the future of the Ferry Project. The next step is to bring it forward to the San Mateo County Transportation Authority.

On February 15, 2022 Executive Director Zortman attended The California Association of Port Authorities (CAPA) monthly meeting.

On February 16, 2022 Executive Director Zortman along with Port directors, state policymakers and various other electives virtually attended CAPA's 5<sup>th</sup> Annual Ports Day.

On February 22, 2022 Executive Director Zortman and Port staff virtually attended a dredging discussion as it relates to the upcoming infrastructure bill from Washington, DC. California Marine Affairs and Navigation Conference (CMANC) along with U.S. Army Corps of Engineers (USACE) hosted the discussion. There will be a follow up meeting on February 26, 2022 on the same subject with Headquarters of USACE and other speakers.

Executive Director Zortman stated that the Fishing Pier Ribbon Cutting will take place on March 3, 2022 at 11 AM. Executive Director Zortman thanked the Port's Commissioners and Port staff for their continued support and dedication.

**X. MATTERS OF BOARD INTEREST**

Commissioner Duncan stated that he is looking forward in celebrating Executive Director Zortman's Woman of the year designation on February 25, 2022.

Commissioner Kastrop stated that Congresswoman Jackie Speier will also be recognized at the same event. Commissioner Kastrop additionally stated that Congresswoman Speier is a huge champion of the bay projects for restoration, and long term Port projects and the Ports agenda in Washington, DC. She will be deeply missed as she will not be running for reelection this year.

**XI. CLOSED SESSION**

**XII. ADJOURNMENT— To Regular Meeting of March 9, 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 Garcia and seconded by Commissioner Duncan. The motion passed by a unanimous voice vote of all Commissioners present. The meeting was adjourned by Chair Claire at 8:22 AM to its next regularly scheduled meeting on March 9, 2022.

**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](mailto: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.