



BOARD OF PORT COMMISSIONERS PORT OF REDWOOD CITY MINUTES

REGULAR MEETING
WEDNESDAY, 8:00 AM
MAY 24, 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, 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 Ralph Garcia, presiding

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

Commissioners Absent: None

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

Chair Garcia called the meeting to order at 8:00 AM. Clerk of the Board Linda Alvarado confirmed a meeting quorum with Commissioners Claire, Radcliffe, Kastrop, Maupin, and Garcia in attendance. Port Attorney Francois Sorba led the Pledge of Allegiance.

II. PUBLIC COMMENT

Executive Director Zortman confirmed that there were no members of the public who wished to make public comment on non-agendized items.

III. APPROVAL OF MINUTES — APRIL 26, 2023, and MAY 10, 2023

After inviting public comment, Chair Garcia confirmed with Executive Director Zortman that there were no members of the public who wished to make public comment on this agenda item. A motion to approve minutes dated April 26, 2023, and May 10, 2023 was made by Commissioner Radcliffe and seconded by Commissioner Maupin. The motion passed by a unanimous voice roll call vote of all Commissioners present.

IV. APPROVAL OF CLAIMS — MAY 11, 2023

After inviting public comment, Chair Garcia confirmed with Executive Director Zortman that there were no members of the public who wished to make public comment on this agenda item. A motion to approve claims dated May 11, 2023 was made by Commissioner Maupin and was seconded by Commissioner Radcliffe. The motion passed by a unanimous voice roll call vote of all Commissioners present.

V. ORDINANCES

A. ADOPTION 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 - PUBLIC HEARING

Chair Garcia opened the public hearing at 8:02 AM. After inviting public comment, Chair Garcia confirmed with Executive Director Zortman that there were no members of the public who wished to make public comment on this agenda item. A motion to close the public hearing and waive the second reading was made by Commissioner Kastrop and was seconded by Commissioner Radcliffe. A motion to adopt the ordinance was made by Commissioner Kastrop and was seconded by Commissioner Radcliffe. The motion passed by a unanimous voice roll call vote of all Commissioners present.

B. INTRODUCTION OF AN 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, 2023 – JUNE 30, 2024

Executive Director Zortman introduced Rajesh Sewak, Director of Finance and Administration. Mr. Sewak presented a brief walkthrough of the proposed fiscal year 2024 budget. Mr. Sewak stated on May 12, 2023 the ad-hoc Finance Committee convened with staff on the Preliminary Port Budget for fiscal year 2023/2024 (Fy2024). 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 \$10.1 million is almost 11% more than the Fy2022-23 Budget. Commissioner Maupin stated he appreciated serving on the ad-hoc Finance Committee. After inviting public comment, Chair Garcia confirmed with Executive Director Zortman that there were no members of the public 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 Radcliffe and seconded by Commissioner Maupin. The motion passed by a unanimous voice roll call vote of all Commissioners present.

VI. RESOLUTIONS

A. RESOLUTION OF THE BOARD OF PORT COMMISSIONERS OF THE CITY OF REDWOOD CITY APPROVING THE BELOW SUBLEASE AGREEMENTS:

- 1. RESOLUTION OF THE BOARD OF PORT COMMISSIONERS OF THE CITY OF REDWOOD CITY APPROVING STANDARD SUBLEASE AGREEMENT — (PORTSIDE INVESTORS — PHASE I LEASE AGREEMENT) — (KYO AUTISM THERAPY, LLC)**
- 2. RESOLUTION OF THE BOARD OF PORT COMMISSIONERS OF THE CITY OF REDWOOD CITY APPROVING SECOND AMENDMENT TO SUBLEASE AGREEMENT — (PORTSIDE INVESTORS — PHASE I LEASE AGREEMENT) — (WORKBOARD, INC.)**

After inviting public comment, Chair Garcia confirmed with Executive Director Zortman that there were no members of the public who wished to make public comment on this agenda item. A motion to adopt the resolutions was made by Commissioner Radcliffe and was seconded by Commissioner Maupin. The motion passed by a unanimous voice roll call vote of all Commissioners present.

VII. MOTIONS — NONE

VIII. REPORTS/PRESENTATIONS

IX. EXECUTIVE DIRECTOR'S REPORT

On May 11, 2023 Executive Director Zortman attended San Francisco Marine Exchange May Day Celebration. On May 17, 2023 Executive Director Zortman attended California Marine Affairs and Navigation Conference (CMANC) Board of Directors meeting. From May 17 through May 19, 2023 staff attended the CMANC Spring Meeting. On May 22, 2023 Executive Director Zortman attended City Council for approval of an armored vehicle on behalf of Redwood City Police. City Council approved the item. On May 23, 2023 Executive Director Zortman served on a panel discussion at the Dredging Open House Panel by US Army Corps of Engineers. On May 24, 2023 Executive Director Zortman will meet with Dredged Material Management Office to discuss permitting for the upcoming federal dredge of the Port's channel. Executive Director Zortman stated on June 14, 2023 the Port will be hosting Chamber San Mateo County Off the Clock on the Dock at the marina.

X. MATTERS OF BOARD INTEREST

On May 10 Commissioner Kastrop attended Bay Planning Coalition's Resilient Transportation Committee meeting. Chair Garcia announced on June 2, 2023 Music on the Square and on June 21, 2023 Music in the Park will commence.

XI. CLOSED SESSION — NONE

XII. ADJOURNMENT — TO REGULAR MEETING OF JUNE 14, 2023

After inviting public comment, Chair Garcia confirmed with Executive Director Zortman that there were no members of the public 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 Kastrop. The motion passed by a unanimous voice roll call vote of all Commissioners present. The meeting was adjourned by Chair Garcia at 8:36 AM to its next regularly scheduled meeting on June 14, 2023.