



Regular Public Session of September 26, 2023

**Santa Cruz Port Commission  
MINUTES**

*Commission Members Present:*

Darren Gertler	Chair
Stephen Reed	Vice-chair
Dennis Smith	Commissioner
Toby Goddard	Commissioner
Reed Geisreiter	Commissioner

**REGULAR PUBLIC SESSION – 5:30 PM**

Chair Gertler convened the regular public session at 5:30 PM at the Harbor Public Meeting Room, 365 A Lake Avenue, Santa Cruz CA (hybrid meeting platform).

1. Pledge of Allegiance
2. Oral Communication

Commissioner Smith stated that he recently reviewed information related to sea level rise projections and noted that it will be beneficial for the District to plan and prepare infrastructure improvements accordingly.

**CONSENT AGENDA**

3. Approval of Minutes
  - a) Regular Public Meeting of August 22, 2023
4. Approval of Resolution 23-07 – Accepting a Boating Safety and Enforcement Equipment Grant (\$9,500)

MOTION: Motion made by Commissioner Goddard, seconded by Commissioner Geisreiter to approve consent agenda items 3 and 4.  
- *Motion carried unanimously.*

**REGULAR AGENDA**

5. Presentation by Tracey Weiss – O’Neill Sea Odyssey Program

Discussion: Executive Director of O’Neill Sea Odyssey (OSO), Tracey Weiss, provided an overview of the OSO Program.

A brief discussion ensued regarding OSO’s goal to expand upon its virtual curriculum.

Commissioner Smith stated that if feasible, it would be beneficial to the community for OSO to extend its program offerings to include more public schools in the area regardless of socioeconomic status.

The Commission expressed appreciation for OSO's mission, which provides marine educational opportunities in the harbor.

6. Acceptance of Final FY23 Audited Financial Statement

Discussion: Port Director MacLaurie presented the final FY23 audited financial statement. She reported that the District's debt service ratio, based on FY23 audit results, will be presented as an information item at next month's meeting.

MOTION: Motion made by Commissioner Geisreiter, seconded by Commissioner Smith to accept the FY23 audited financial statement.  
- *Motion carried unanimously.*

7. Approval of Architectural and Design Services for 616 Atlantic Avenue (NTE \$55,000)

Discussion: Port Director MacLaurie recommended that the Commission authorize the agreement with Rad Lab to provide design, construction document preparation, and construction support services for restaurant reconstruction at 616 Atlantic Avenue. She stated that Rad Lab has extensive experience designing custom shipping container restaurants and that staff is confident that the firm understands the vision for the space and Santa Cruz Harbor's aesthetic.

In response to a question posed by Vice-chair Reed, Port Director MacLaurie stated that additional service contracts will be required as part of this project, including feasibility analyses to understand permit requirements from the City and other regulatory agencies.

Commissioner Goddard expressed concern over the selected shipping container construction method and questioned whether the exterior finishes of such a building would align with the harbor's overall aesthetic.

MOTION: Motion made by Commissioner Geisreiter, seconded by Commission Smith to authorize the Port Director to execute an agreement with Rad Lab Designs, Inc. for architectural design and construction support services for 616 Atlantic Avenue in an amount not-to-exceed \$55,000; and approve an appropriation in the FY24 budget for the amount of the contract plus contingency.  
- *Motion carried. Commissioners Gertler, Reed, Smith, and Geisreiter voting YES. Commissioner Goddard voting NO.*

8. Reject Bids for the G-Dock Lift Station Upgrade Project (*There was no discussion on this agenda item*)

MOTION: Motion made by Commissioner Reed, seconded by Commissioner Smith to reject the bids for the G-Dock Lift Station Upgrade Project.  
- *Motion carried unanimously.*

9. Approval of Cash / Payroll Disbursements – August 2023 (*There was no discussion on this agenda item*)

MOTION: Motion made by Commissioner Goddard, seconded by Commissioner Geisreiter to approve cash and payroll disbursements for August 2023, in the amount of \$1,108,075.17.  
- *Motion carried unanimously.*

## **INFORMATION**

10. Port Director's Report

Port Director MacLaurie stated that the U.S. Army Corps of Engineers' tentatively scheduled site visit for January 31, 2024, has been confirmed for those Commissioners interested in attending.

11. Harbormaster's Report

Harbormaster Anderson stated that the launch ramp and visitor berthing continue to be busy on weekends.

12. Facilities Maintenance & Engineering Manager's Report

Facilities Maintenance & Engineering (FME) Manager Wulf stated that the 2222 East Cliff Drive Deck Project remains significantly ahead of schedule.

13. Sea Scouts' Biannual Report

Chair Gertler expressed his appreciation for the detailed report.

Sea Scouts' Director, Kevin Melrose, stated that he will be stepping down as Director for the program in the coming months and expressed concern that moving from a 100% public benefit discount to a 50% public benefit discount will have significant financial ramifications for the program.

14. Slip Vacancy Biannual Report / Waiting List Statistics (*There was no discussion on this agenda item*)

15. Financial Reports (*There was no discussion on this agenda item*)  
a) Comparative Seasonal Revenue Graph

- b) Review of FY24 Budget Impacts – Salmon Season Closure
- c) CLASS Statement
- d) LAIF Statement

16. Delinquent Account Reporting

In response to a question posed by Chair Gertler, Harbormaster Anderson stated that approximately 25% of the delinquent accounts are commercial fishermen facing financial hardships due to recent fishery closures.

17. Harbor Patrol Incident Response Report – August 2023

In response to a question posed by Commission Goddard, Harbormaster Anderson stated that the medical incident on August 17, 2023, was inadvertently omitted. Incident details are provided below:

*Harbor Patrol responded to a medical emergency in the area of G-Dock after a pedestrian was unintentionally struck by a vehicle. The victim sustained significant injuries to both legs. Harbor Patrol utilized first aid procedures to control the bleeding and prepared the victim for transport to the hospital. The victim was transported to Dominican Hospital by paramedics.*

18. Port Commission Review Calendar / Follow-Up Items (*There was no discussion on this agenda item*)

Chair Gertler adjourned the regular public session at 6:45 PM.

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Darren Gertler, Chair

Santa Cruz Port District  
**Resolution 23-08**  
October 24, 2023

On the motion of \_\_\_\_\_

Duly seconded by \_\_\_\_\_

A resolution authorizing the Port Director to execute documents accepting a Surrendered and Abandoned Vessel Exchange (SAVE) Grant from the State of California Division of Boating and Waterways.

WHEREAS, the State of California Division of Boating and Waterways funds a Surrendered and Abandoned Vessel Exchange Program and,

WHEREAS, the Division of Boating and Waterways has approved an application by the Santa Cruz Port District to fund a \$14,500 Surrendered and Abandoned Vessel Exchange for the purpose of reducing the number of abandoned vessels, eliminating the vessel lien process for those that are turned in, and reducing the overall cost to the Port District associated with storage and disposal of abandoned and derelict vessels; and,

WHEREAS, the terms of the contract expire on September 30, 2025; and,

WHEREAS, the Port District is required to fund a 10% matching contribution for participation in this grant program.

NOW, THEREFORE, BE IT RESOLVED that the Santa Cruz Port District Commission hereby authorizes the Port Director to execute contract documents for the Surrendered and Abandoned Vessel Exchange Program.

PASSED AND ADOPTED, by the Santa Cruz Port District Commission this 24<sup>th</sup> day of October 2023, by the following vote:

AYES: \_\_\_\_\_

NOES: \_\_\_\_\_

ABSENT: \_\_\_\_\_

APPROVED BY:

\_\_\_\_\_  
Darren Gertler, Chair  
Santa Cruz Port Commission



TO: Port Commission

FROM: Renee Ghisletta, Administrative Assistant

DATE: October 18, 2023

SUBJECT: Approval of Sublease Agreement from O'Neill Sea Odyssey – 2222 E. Cliff Drive, Suite 234 (Tenant: Monterey Bay National Marine Sanctuary Foundation)

**Recommendation: Approve O'Neill Sea Odyssey sublease agreement.**

## **BACKGROUND**

Monterey Bay National Marine Sanctuary Foundation currently subleases Suite 234 at 2222 East Cliff Drive. The tenant seeks to extend the lease term through March 14, 2023.

## **ANALYSIS**

The terms of the sublease agreement are below:

Tenant:	Monterey Bay National Marine Sanctuary Foundation
Term:	November 1, 2023 – October 31, 2026
Rent:	\$1,252.80 / month (\$2.90 / SF)
Area:	2222 E. Cliff Drive, Suite 234 (432 SF)
Use:	Office Space
Insurance:	\$1 million, with Santa Cruz Port District named as additional insured

## **IMPACT ON PORT DISTRICT RESOURCES**

Based on provisions of the amended and restated lease agreement, "additional rent" is not due to the District in connection with subletting in excess of the rent on a per square foot basis. There is no impact on Port District resources associated with the sublease.

ATTACHMENTS: A. O'Neill Sea Odyssey Sublease Agreement

## FIRST AMENDMENT TO LEASE

This First Amendment to Lease ("First Amendment") dated as September 18, 2023, is made by and between O'Neill Sea Odyssey, a California nonprofit corporation ("Landlord") and Monterey Bay National Marine Sanctuary Foundation ("Tenant").

### RECITALS

- A. Landlord and Tenant entered into that certain Lease dated November 1, 2022 ("Lease"), for certain Premises consisting of 432± square feet and commonly known as 2222 East Cliff Drive, Suite 234 Santa Cruz, California ("Premises").
- B. The parties wish to further amend the Lease as set forth in this First Amendment.
- C. The capitalized terms used and not otherwise defined herein shall have the same meanings and definitions as set forth in the Lease.

### AMENDMENT PROVISIONS

1. **Term.** The Lease Term for the Premises shall be modified to be from November 1, 2023 until October 31, 2026 ("New Term"). The rent for the Premises shall be modified to a base rate of \$1252.80 and is subject to periodic adjustments described in section 2.
2. **Adjustments to Base Rent.**
  - 2a. **Current Rent Increase:** Starting November 1, 2023 to April 1, 2024 the rent for the premises increases by 4.8% to \$1252.80 monthly or \$2.90/sq foot.
  - 2b. **Future rent increases:** On April 1, 2024, and each year thereafter for the term of this Lease, the Base Rent in effect for the month immediately preceding the adjustment date shall be adjusted in accordance with the increase in the Consumer Price Index, All Urban Consumers, San Francisco-Oakland-Hayward Metropolitan Area, (All Items) or successor index for the preceding calendar year. In no event shall the Base Rent be decreased.
3. **Utilities and Taxes,** Tenant's share of charges set forth in the original lease agreement shall be paid in monthly installments. On or before February 1st Landlord shall furnish to Tenant a statement of the actual amount of Tenant's proportionate share of such remaining reconciled expenses for the preceding calendar year. Within 30 days after delivery of such statement, Tenant shall pay to Landlord or Landlord shall remit to Tenant, as the case may be, the difference between the estimated amounts paid by Tenant and the actual amounts of such charges for the preceding calendar year. For purposes of calculating the actual charges for any partial year, the total charges shall be prorated based twelve 30-day months.

## 4. General

**4.1. Effect of Amendment; Ratification.** Except as otherwise modified by this First Amendment, the Sublease shall remain unmodified and in full force and effect. In the event of any conflict or inconsistency between the terms and conditions of the Sublease and the terms and conditions of this First Amendment, the terms and conditions of this Second Amendment shall prevail.

**4.2. Cooperation; Non-Disclosure.** The Parties agree that they will use their best efforts to cooperate with each other to minimize any interruption of their businesses. Tenant covenants with Landlord that, at all times after the date of this Lease, Tenant, including its employees and contractors, will hold in strictest confidence any and all confidential nonpublic data and information within its knowledge concerning the business of the Landlord and its clients.

**4.3. Attorney's Fees.** The provisions of the Lease respecting payment of attorney's fees shall also apply to this First Amendment.

**4.4. Counterparts.** If this First Amendment is executed in counterparts, each counterpart shall be deemed an original. Electronic signatures shall be deemed originals for all purposes.

**4.5. Authority to Execute Amendment.** Each individual executing this First Amendment on behalf of a partnership or corporation represents that he or she is duly authorized to execute and deliver this First Amendment on behalf of the partnership and/or corporation and that this First Amendment is binding upon the corporation in accordance with its terms.

**4.6. Governing Laws.** This First Amendment and any enforcement of the agreements and modifications set forth above shall be governed by and construed in accordance with the laws of the State of California. Venue for any action shall be Santa Cruz County, California.

**4.7. Use of Meeting Space:** OSO staff will use best efforts to accommodate, during traditional business hours, Tenant's use of the meeting space in the "ecology classroom." Tenant is responsible for all set up and clean up of the space. Advance notice requested. All requests will be handled on a case-by-case basis and approval is in Landlord's sole and absolute discretion.

**4.8 Wireless Internet:** Tenant's use of the wireless internet is available as a courtesy on the OSO guest network and is subject to normal outages due to maintenance, ISP outages and equipment failure.

**5. Tenant Improvements.** Landlord shall not be required to provide any Tenant Improvements to the Premises during the New Term or any subsequent Extension Terms.

**[Signature Page Immediately Follows]**



In witness whereof, the Parties executed this First Amendment by their duly authorized representative as of the day and year indicated above.

**Landlord:**

O'Neill Sea Odyssey

By: Tracey Weiss, Executive Director

Dated: 10/04/2023

  
\_\_\_\_\_

**Tenant:**

Monterey Bay,

National Marine Sanctuary Foundation

By: Allison Alexander, Vice President

Program Operations

Dated: 10/3/2023

DocuSigned by:  
  
\_\_\_\_\_

**SANTA CRUZ PORT DISTRICT**

**By:**

Dated: \_\_\_\_\_

\_\_\_\_\_





Santa Cruz Port District

# MID FISCAL YEAR REVIEW OF CAPITAL IMPROVEMENT PROGRAM

Fiscal Year 2023-24

# SECTION I: OVERVIEW

The Santa Cruz Port District's 5-year Capital Improvement Program (CIP) provides a plan for the development, maintenance, improvement, and acquisition of infrastructure assets to benefit Santa Cruz Harbor's users, businesses, and visitors. It is intended to serve as a guiding document for planning, scheduling, and implementing capital improvements and planning projects over a five-year period.

Typical major CIP projects include ongoing infrastructure or facility maintenance needs, like dock upgrades, pavement repairs, and building restoration.

The CIP may also include services that indirectly lead to the construction of capital improvements, such as feasibility studies and investigative reports.

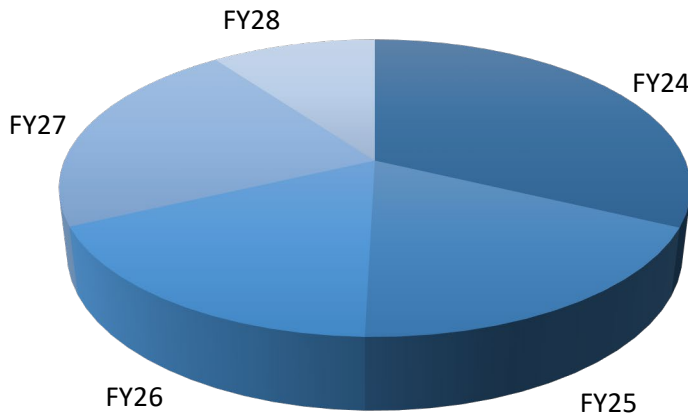
The current CIP was approved by the Port Commission as part of the District's FY24 budget process. A total of \$1,420,000 was allocated across 12 previously identified projects and one new project (*Twin Lakes Haul*). This report summarizes the activities and milestones involved with the delivery of the Port District's CIP during the first half of Fiscal Year 24 (April 1, 2023, through September 30, 2023).



## CAPITAL IMPROVEMENT PROGRAM FUNDING SUMMARY

FY24 CIP CONTRIBUTION <b>\$1,420,000</b>	FY24 – FY28 CIP CONTRIBUTIONS <b>\$4,427,000</b>
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## FY24 - FY28 CIP CONTRIBUTIONS



## SECTION 2: FUNDING SUMMARY

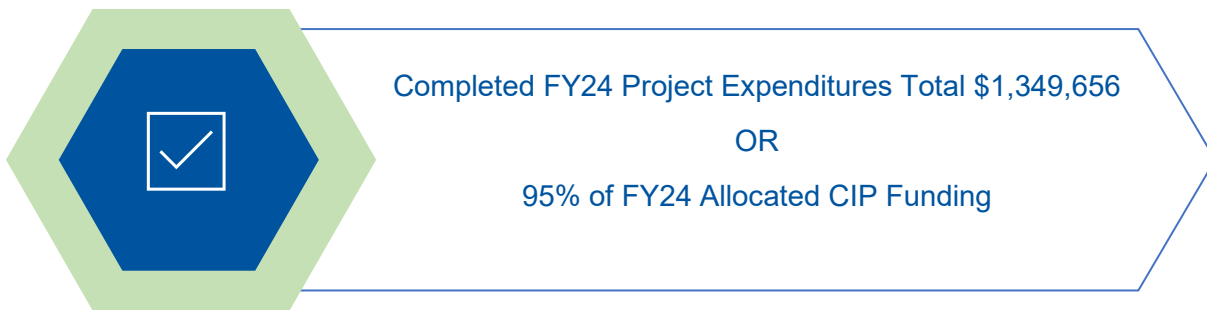
As of April 1, 2023, the Port District's Capital Improvement Program included 28 funded projects (including the Unallocated CIP Fund) and totaled \$4,407,679. A total of \$1,554,509 has been expended on CIP projects in the first half of FY24. The table below details CIP expenditures by project and ending balances as of September 30, 2023.

Project	Beginning Balance (4/1/23)	FY24 Project Reallocations	FY24 Project Expenditures	Ending Balance (9/30/23)
Harbor Security Upgrades	\$12,222		(\$12,222)	-
Piling Replacement	\$615,000	\$585,000	(\$1,200,000)	-
Pavement Repairs	\$152,716		(67,184)	\$85,532
Parking Upgrades	\$70,311		(\$70,250)	\$61
Sanitary Sewer Lift Stations	\$342,081		(\$1,309)	\$340,772
Pier Rehabilitation	\$13,958		(\$4,137)	\$9,821
Building Restoration	\$202,181		(\$43,148)	\$159,033
Restroom Building Rehab	\$298,509			\$298,509
7 <sup>th</sup> & Brommer Recon	\$113,063		(\$3,723)	\$109,340
SH Revetment & Seawall	\$35,460		(\$12,395)	\$23,065
Murray Street Bridge Project	\$235,586		(\$49,105)	\$186,481
Embankment Assessment	\$75,042		(\$22,487)	\$52,555
Fuel System Upgrades	\$88,539			\$88,539
North Harbor Transformer	\$309,080		(\$46,480)	\$262,600
2222 East Cliff Deck Replacement	\$819,493		(\$22,069)	\$797,424
CF Marine Services Center	\$10,000			\$10,000
Dock Upgrades	\$82,097	(\$50,000)		\$32,097
Sidewalk & Plaza Restoration	\$33,000	(\$15,000)		\$18,000
Storm Drain System	\$30,000			\$30,000
Water & Sewer System	\$44,139	(\$25,000)		\$19,139
Parking Pay Station	\$19			\$19
Aeration System Upgrades	\$31,304			\$31,304
Ice Machine	\$19,222			\$19,222
West Jetty Walkway	\$799			\$799
Aldo's Seawall Replacement	\$188,441	(\$180,000)		\$8,441
Refuse/Recycling Study	\$5,000			\$5,000
Twin Lakes Haul	\$210,473			\$210,473
Unallocated CIP	\$157,191	(\$155,000)		\$2,191
<b>TOTAL:</b>	<b>\$4,194,926</b>	<b>\$160,000</b>	<b>(\$1,554,509)</b>	<b>\$2,800,417</b>

# SECTION 2: PROJECT SUMMARY

As of September 30, 2023, a total of 4 CIP projects have been completed. FY24 expenditures for the 4 completed projects total approximately \$1,349,656. A summary of the completed projects is shown below in Figure 1:

FIGURE 1: Completed Projects	
<b>H001</b>	<b>HARBOR SECURITY UPGRADES</b>
This project was approved to provide for increased security systems throughout the harbor to reduce unauthorized uses, and to improve monitoring and law enforcement capabilities. <b>FY24 funding contribution totaled \$12,000 for the acquisition of additional security cameras.</b>	
COMPLETE	
RECOMMENDATION: Leave project open for future funding contributions.	
<b>F005</b>	<b>PILE REPLACEMENT</b>
This ongoing project provides funding for pile replacement needs in the north and south harbor. <b>FY24 funding contribution totaled \$1,085,000 for the replacement of 51 piles throughout the harbor.</b> Approximately \$73,000 is eligible for FEMA reimbursement.	
COMPLETE	
RECOMMENDATION: Leave project open for future funding contributions.	
<b>F006</b>	<b>PAVEMENT REPAIRS</b>
This ongoing project provides funding for maintenance, repaving, and restriping of harbor parking lots and roads. <b>FY24 funding contribution totaled \$100,000 to repave the storm-damaged concrete walkway near 493 Lake Avenue, fishery pier, and concession lot exit lanes.</b> Work to repave the storm-damaged walkway and fishery pier has been completed. Paving of the concession lot exit lanes will be incorporated into a larger FY25 project. Approximately \$22,500 is eligible for FEMA reimbursement.	
COMPLETE	
RECOMMENDATION: Leave remaining balance of \$41,332 in the CIP for future budget cycles.	
<b>F028</b>	<b>PARKING UPGRADES</b>
This project provides necessary upgrades to bring the path of travel between the concession lot public restroom and the beach plaza / concession area to current standards. <b>FY24 funding contribution totaled \$25,000.</b>	
COMPLETE	
RECOMMENDATION: Close out project and reallocate remaining \$61 to the Unallocated CIP.	



The CIP currently includes 11 projects that are planned or in progress. As of September 30, 2023, expenditures for these planned and in-progress projects total approximately \$204,853. A summary of the projects is shown below in Figure 2.

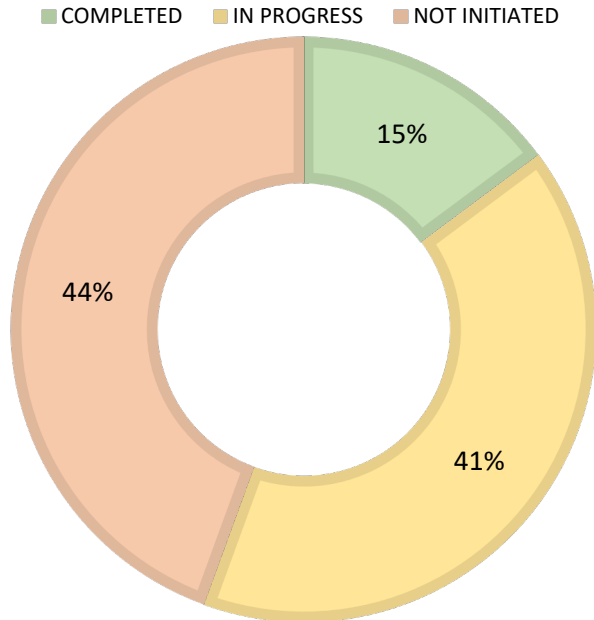
FIGURE 2: Projects in Progress		
F004	SANITARY SEWER LIFT STATIONS	
	This ongoing project provides funding for the phased repair and replacement of the District's sanitary sewer lift stations. The G-Dock lift station was scheduled for replacement in FY24. The project was placed out to bid in August 2023, however all bids received exceeded the Engineer's Estimate for the project, as well as available funding. The project will be rebid in the coming months. <b>A funding contribution in FY24 was not made.</b>	IN PROGRESS
F009	PIER REHABILITATION	
	This ongoing project provides funding for periodic inspections, repairs, and upkeep to the harbor's three piers (east side, west side, fishery). <b>A funding contribution in FY24 was not made and \$85,000 was reallocated to the Pile Replacement Fund (F005).</b> Adequate funding is available for the repair / jacketing of 4 fishery pier piles. Work is anticipated to be completed by November 30, 2023.	IN PROGRESS
F011	BUILDING RESTORATION	
	Project funding is programmed on an annual basis and includes minor improvements that extend the useful life of systems and equipment in District-owned buildings that are rented to landside concessionaires. <b>FY24 funding contribution totaled \$50,000 for priority projects.</b> Expenditures to date include costs for the completion of the 333 Lake Avenue Rewiring and Submeter Project, as well as boiler replacement at 2222 East Cliff Drive.	IN PROGRESS
F012	RESTROOM BUILDING REHAB	
	Project funding is programmed on an annual basis to facilitate a phased rehabilitation of restroom facilities in the harbor. <b>FY24 funding contribution totaled \$50,000</b> for the priority repair of tsunami-damaged facilities in the north harbor, starting with the I-Dock restroom/shower building. Preliminary design plans have been completed and the City of Santa Cruz has issued a building permit for the project. Staff is currently exploring other regulatory permitting requirements and anticipates placing the project out to bid in Spring 2024.	IN PROGRESS
F021	7 <sup>th</sup> AND BROMMER RECON	
	This ongoing project provides funding for the site assessment and engineering work for future development of Port District property in the area of 7 <sup>th</sup> and Brommer. <b>FY24 funding contribution totaled \$25,000</b> to ensure adequate future funding is available for site improvements to the District-owned parcel and dry storage area. A marketing and feasibility study to consider opportunities that may be available to the Port District on County-owned property located on the southwest corner of 7 <sup>th</sup> and Brommer remains ongoing.	IN PROGRESS
F022	SOUTH HARBOR REVETMENT AND SEAWALL	
	Project funding is allocated for a comprehensive engineering assessment and potential replacement options for the seawall along the harbor's west side. <b>A funding contribution in FY24 was not made.</b> The engineering assessment and geotechnical work have been completed and are scheduled for Commission review at a regular public session in December.	IN PROGRESS
F024	MURRAY STREET BRIDGE	
	In FY23, the Port District received a draw of escrow funding in the amount of \$400,000 to cover project related costs for the preliminary design and replacement of FF, Rowing, and Boatyard Docks. Construction documents for the project are nearly complete, and it is anticipated that the project will go out to bid in early 2024. <b>A funding contribution in FY24 was not required, as all project related costs will be reimbursed by the City.</b>	IN PROGRESS
F042	EMBANKMENT ASSESSMENT	
	Project funding is allocated to determine adequate repair / replacement options for the east side embankment. The crane pad is currently compromised and cannot be used at full capacity. <b>A funding contribution in FY24 totaled \$70,000.</b> Proposed repair / replacement options have been prepared by Mesiti-Miller Engineering and will be presented to the Commission in November.	IN PROGRESS
F043	FUEL SYSTEMS UPGRADES	
	Project funding is allocated to ensure maintenance and repair of the harbor's fuel dock equipment remains serviceable. <b>FY24 funding contribution totaled \$55,000 for the replacement of all four fuel dispensers in FY25.</b> Additionally, required credit card terminal updates (for PCI compliance) pend, but are scheduled to be completed in FY24.	IN PROGRESS

F045	NORTH HARBOR TRANSFORMERS	
Project funding is allocated to replace 6 electrical transformers in the north harbor that were submerged and damaged during the January 15, 2022, tsunami. <b>FY24 funding contribution totaled \$225,000.</b> Electrical and civil plans are complete, and the project is scheduled to go out to bid in the coming weeks (no later than October 31, 2023). To complete this project, additional funding (via unrestricted cash) will be required at the time of contract award.		IN PROGRESS
F046	2222 EAST CLIFF DECK REPLACEMENT	
Project funding is allocated to replace the second story deck at 2222 East Cliff Drive. <b>FY24 funding contribution totaled \$10,000 to cover construction administration and oversight for this project.</b> Project construction is currently underway, with an anticipated completion date in late November.		IN PROGRESS

The CIP currently includes 12 projects (excluding the Unallocated CIP Fund) that are not planned to be initiated in FY24, but have some level of available funding. Unplanned FY24 project are outlined in Figure 3.

Figure 3: Uninitiated Projects	
CF Marine Services Center Dock Upgrades Sidewalk & Plaza Restoration Storm Drain System Water & Sewer System Parking Pay Station Aeration System Upgrades Ice Machine West Jetty Walkway Aldo's Seawall Replacement Twin Lakes Haul	No projects planned in FY24
Harborwide Refuse Study	Study completed in FY23. Remaining funding to be allocated toward the purchase of new garbage enclosures.

### CIP PROJECT STATUS





## SECTION 3: CONCLUSION

Delivery of the Port District's CIP over the next five fiscal years is dependent on many factors, including forecasted revenues, available funding, and staffing workloads. The CIP will adapt and respond as the District updates and refines its capital infrastructure needs through processes such as this mid-year CIP review.

The following action items are presented for Commission review and consideration:

- Reallocate the remaining balance of existing CIP project funding to close out the following projects:
  - \$61 from Parking Upgrades to Unallocated CIP.





TO: Port Commission  
FROM: Port Director, Holland MacLaurie  
DATE: October 18, 2023  
SUBJECT: Allocation of Unanticipated Revenue (\$4,749,000)

**Recommendation: Review and approve proposed allocations.**

## **BACKGROUND**

On August 10, 2022, the Port District entered into a Possession and Use Agreement with the City of Santa Cruz (City), which granted the City immediate possession and use of portions of Port District real estate for their state-mandated seismic retrofit of the Murray Street Bridge.

Upon execution of the Possession and Use Agreement, the City tendered into escrow the sum of \$5,149,000, which was intended to represent the City's offer of just compensation for the acquisition of temporary and permanent construction easements (\$345,818) and curative work (\$4,803,182). (Subsequent negotiations have increased this amount to \$7,585,077).

In October 2022, at the request of the Port District, the City authorized the release of \$400,000 in escrow funding to cover engineering and design costs for the Removal and Replacement of FF-Dock, Rowing Dock, and Boatyard Dock Project. This draw reduced available escrow funding to \$4,749,000.

## **ANALYSIS**

In August 2023, at the request of the Port District, the City authorized the release of the remaining escrow funds, in the amount of \$4,749,000. Upon receipt, staff will need to allocate the funds accordingly.

Staff recommends that the Commission authorize staff to allocate the funds as follows:

- \$4,403,182 for Curative Work – Murray Street Bridge CIP Fund (F024)
- \$190,366 for Temporary Construction Easement – Unallocated CIP Fund (F099)
- \$155,452 for Permanent Construction Easement – Unallocated CIP Fund (F099)

If approved, the \$345,818 placed into the Unallocated CIP Fund will be reserved for priority capital projects in FY25, and allocated accordingly during the budget development process.

## **IMPACT ON PORT DISTRICT RESOURCES**

Once received, the \$4,749,000 will be transferred to the Port District's CLASS account, where it is estimated to earn approximately \$21,000 per month in additional interest income (depending on market conditions).

The easement funds (\$345,818) will be recognized as Other Income, while the remaining \$4,403,182 (less any portions spent on the project in the fiscal year) will be recorded as a liability on the balance sheet as Unearned Revenue.

Santa Cruz Port District  
**Accounts Payable Monthly Check Register**  
September 2023

Date	No.	Vendor	Description	Amount
9/1/2023	58741	ACCO Engineered Systems	2222 East Cliff Drive Quarterly Boiler Maintenance	\$ 335.00
9/1/2023	58742	Allen, Ryan	Security Deposit Refund	\$ 126.28
9/1/2023	58743	Allied Universal	Security Patrol	\$ 5,688.54
9/1/2023	58744	Amerigas	Ancillary Equipment Fuel	\$ 184.77
9/1/2023	58745	First-Citizens Bank & Trust Co,	Telephone System Lease	\$ 323.09
9/1/2023	58746	Bay Building Janitorial, Inc.	Janitorial Services	\$ 1,679.94
9/1/2023	58747	Bay Plumbing Supply, Inc.	Concession Lot Public Restroom Closet Spud	\$ 21.46
9/1/2023	58748	Bayside Oil II, Inc.	Waste Oil, Waste Water, Paint Chip Disposal	\$ 1,577.75
9/1/2023	58749	Big Creek	Saw Blades	\$ 51.95
9/1/2023	58750	Brass Key Locksmith, Inc.	Key Blanks	\$ 17.52
9/1/2023	58751	Campground Consulting Group	7th Avenue & Brommer Street Southwest Site Plan Review	\$ 3,640.00
9/1/2023	58752	Citi Cards	Breakroom Supplies, <i>Dauntless</i> Silencer, Smartsheet Subscription	\$ 6,151.52
9/1/2023	58753	Comcast	Business Internet	\$ 530.55
9/1/2023	58754	County of Santa Cruz Auditor	Citation Tax (July)	\$ 5,122.00
9/1/2023	58755	County of Santa Cruz DPW	Hazmat Disposal	\$ 64.00
9/1/2023	58756	County Specialty Gases	Welding Gas, Cutting Discs	\$ 204.55
9/1/2023	58757	Crystal Springs Water Co.	Boatyard Drinking Water	\$ 123.50
9/1/2023	58758	Cushman Contracting Corporation	Pile Repair & Replacement Project 2023 (RGP Phase 1) Progress Payment	\$ 636,576.00
9/1/2023	58759	Elevator Service Company	Monthly Service	\$ 470.00
9/1/2023	58760	Environmental Logistics	Hazardous Waste Disposal	\$ 3,156.00
9/1/2023	58761	Garda CL West, Inc.	Excess Premise Time	\$ 35.34
9/1/2023	58762	Grainger	Paint Rollers & Covers, Disposable Gloves	\$ 368.86
9/1/2023	58763	Hartford Fire Insurance Company	Flood Insurance	\$ 1,045.00
9/1/2023	58764	Henderson Marine Supply, Inc.	Pile Rings	\$ 883.38
9/1/2023	58765	Home Depot Credit Services	Paint Supplies, Saw Blades, Row Rack Sun Shade, Row Rack Roofing Supplies, Saw Blades, Drill Bits	\$ 649.26
9/1/2023	58766	Hose Shop	<i>Twin Lakes</i> Flange	\$ 254.39
9/1/2023	58767	Howard, Brian	Security Deposit Refund	\$ 120.26
9/1/2023	58768	Hutchinson & Bloodgood LLP	Fiscal Year 2023 Financial Audit Progress Payment	\$ 5,500.00
9/1/2023	58769	Kelly-Moore Paint Company, Inc.	Dredge Primer	\$ 4,770.32
9/1/2023	58770	Lawson	<i>Twin Lakes</i> Hardware, Hydraulic Hoses, Hose Adapters	\$ 1,519.93
9/1/2023	58771	Lighthouse Welding	<i>Twin Lakes</i> Snorkel Repair	\$ 1,295.00
9/1/2023	58772	Linde Gas & Equipment, Inc.	Welding Rod	\$ 515.59
9/1/2023	58773	McDermott, Dick	493 Lake Avenue Installment Payment	\$ 4,535.45

Santa Cruz Port District  
**Accounts Payable Monthly Check Register**  
September 2023

Date	No.	Vendor	Description	Amount
9/1/2023	58774	McMaster-Carr Supply Company	Gaskets, Bearings, Labels, Hex Nuts, Washers	\$ 1,110.85
9/1/2023	58775	Melrose, Rick	Expense Reimbursement: Pole for Water Taxi	\$ 90.02
9/1/2023	58776	Mid County Auto Supply	Oil Change Supplies, Spray Paint	\$ 76.37
9/1/2023	58777	Mission Uniform Service	Uniform Service	\$ 298.55
9/1/2023	58778	Mutual of Omaha	Life/AD&D/LTD Insurance	\$ 901.53
9/1/2023	58779	Pacific Gas & Electric Company	Utilities	\$ 18,182.74
9/1/2023	58780	Palace Business Solutions	Office Supplies	\$ 88.44
9/1/2023	58781	Red Wing Shoe Store	Boatyard Staff Work Boots	\$ 277.48
9/1/2023	58782	Riverside Lighting & Electric	Electrical Boxes, Receptacles, Outlet Covers	\$ 96.85
9/1/2023	58783	RR Donnelley	Parking Citation Books	\$ 3,581.28
9/1/2023	58784	San Lorenzo	G-Dock Decking, Dock Waler Lumber	\$ 725.27
9/1/2023	58785	Santa Cruz Fire Equipment Company	Annual Fire Suppression System Test	\$ 228.51
9/1/2023	58786	SC Fuels	Fuel Dock Gas & Diesel	\$ 67,529.25
9/1/2023	58787	Scheidt & Bachmann	Monthly Concession Lot Parking Equipment Warranty	\$ 2,685.09
9/1/2023	58788	Santa Cruz Municipal Utilities	Utilities	\$ 25,724.34
9/1/2023	58789	Staples Credit Plan	Office Supplies	\$ 108.99
9/1/2023	58790	Svensden's Boat Works	Paint Rollers, Anodes	\$ 590.31
9/1/2023	58791	The Home Depot Pro Institutional	Janitorial Supplies	\$ 152.12
9/1/2023	58792	TranSystems Corporation	Engineering Services: Replacement of FF-Dock for Murray Street Bridge Seismic Retrofit Project, Relocation of Tsunami-Damaged North Harbor Transformers	\$ 88,240.00
9/1/2023	58793	Uline	Hazardous Waste Labels	\$ 90.37
9/1/2023	58794	US Relay	Webcam Service	\$ 484.00
9/1/2023	58795	Mark Larsen DBA: Viking	Window Cleaning	\$ 35.00
9/1/2023	58796	West Coast Wire Rope	Shackles, Wire Rope	\$ 30,745.13
9/1/2023	58797	West Marine Pro	Boatyard Retail Items	\$ 296.91
9/1/2023	58798	Wex Bank	Fleet Fuel	\$ 2,467.36
9/1/2023	58799	Lighthouse Welding	<i>Twin Lakes</i> Christmas Tree Mount Repair	\$ 4,299.00
9/8/2023	58800	Integrated Armament Systems	Patrol Firearms	\$ 5,912.16
9/21/2023	58801	Employee #1	Vacation Payout	\$ 2,571.67
9/22/2023	58802	Ace Portable Services	Portable Toilet Rental	\$ 214.67
9/22/2023	58803	Allied Administrators for Delta Dental	Dental Insurance	\$ 3,079.42
9/22/2023	58804	A.M. Leonard Inc.	Shovel Handles	\$ 121.71
9/22/2023	58805	AT&T	Telephone	\$ 866.72
9/22/2023	58806	First-Citizens Bank & Trust Co.	Telephone System Lease	\$ 323.09

Santa Cruz Port District  
**Accounts Payable Monthly Check Register**  
September 2023

Date	No.	Vendor	Description	Amount
9/22/2023	58807	Bauen, Brianna	Security Deposit Refund	\$ 255.86
9/22/2023	58808	Bay Building Janitorial, Inc.	Janitorial Services & Refuse Collection	\$ 12,918.66
9/22/2023	58809	Bay Plumbing Supply, Inc.	Diesel Hose Extension Adapter	\$ 19.98
9/22/2023	58810	Big Creek	2222 East Cliff Drive Deck Plywood & Fasteners	\$ 643.97
9/22/2023	58811	Brinks Awards & Signs	Car Show Dash Plaques	\$ 1,354.70
9/22/2023	58812	Burke, Williams & Sorensen, LLP	Legal Consultation	\$ 850.00
9/22/2023	58813	California State Parks	Dredge Disposal Permit (Right of Entry)	\$ 3,550.00
9/22/2023	58814	California Fire Protection, Inc.	493 Lake Avenue Fire Sprinkler Repair	\$ 6,210.00
9/22/2023	58815	Carpi & Clay	Washington Representation	\$ 800.00
9/22/2023	58816	Comcast	Business Internet	\$ 289.22
9/22/2023	58817	Complete Mailing Service	Statement Mailing & Postage	\$ 613.36
9/22/2023	58818	Crow's Nest Restaurant	1/2 Concession Lot Garbage (July - August) (Tenant Reimbursable)	\$ 5,888.23
9/22/2023	58819	Elevator Service Company	Monthly Service	\$ 470.00
9/22/2023	58820	Garda CL West, Inc.	Deposit Courier Service	\$ 618.35
9/22/2023	58821	Gosciminski, Jim	Launch Overpayment Refund	\$ 15.00
9/22/2023	58822	Grainger	Impact Bits, Blades, Hammer, Paint Trays	\$ 224.59
9/22/2023	58823	Gsolutionz	Telephone System Support	\$ 240.95
9/22/2023	58824	Hose Shop	<i>Twin Lakes</i> Flange Kit, Hose Adapter, Fuel Dock Hose, Camera Mounting Parts	\$ 766.96
9/22/2023	58825	Hutchinson & Bloodgood LLP	Fiscal Year 2023 Financial Audit Final Payment	\$ 18,500.00
9/22/2023	58826	Kelly-Moore Paint Company, Inc.	Waterborne Primer, Building Paint	\$ 818.73
9/22/2023	58827	Kevin Melrose	Mileage Expense Reimbursement	\$ 88.55
9/22/2023	58828	Kimball Midwest	Boatyard Retail Items	\$ 1,273.49
9/22/2023	58829	Lawson	<i>Twin Lakes</i> Hardware	\$ 104.79
9/22/2023	58830	Lord & Sons, Inc.	Docks & Piers Hardware	\$ 389.98
9/22/2023	58831	Employee #1935	Final Pay	\$ 329.22
9/22/2023	58832	McMaster-Carr Supply Company	<i>Twin Lakes</i> Gaskets, Valves, Plugs, Snorkel Hardware, Service Water Flange	\$ 1,543.45
9/22/2023	58833	Mesiti-Miller Engineering, Inc.	Engineering Services: Westside Seawall Replacement	\$ 5,731.70
9/22/2023	58834	Mid County Auto Supply	Automotive Diagnostic Scanning Tool	\$ 39.73
9/22/2023	58835	Mission Uniform Service	Uniform Service	\$ 718.97
9/22/2023	58836	MKB Stormwater Innovation	Boatyard Catch Basin Filters	\$ 2,809.00
9/22/2023	58837	Operating Engineers Local Union No. 3	Union Dues (Payroll Deduction)	\$ 272.00
9/22/2023	58838	Capital One Trade Credit - OSH	Dock Hardware	\$ 78.45
9/22/2023	58839	Pacific Crest Engineering, Inc.	Annual Stormwater Pollution Prevention Plan Inspection	\$ 600.00

Santa Cruz Port District  
**Accounts Payable Monthly Check Register**  
September 2023

Date	No.	Vendor	Description	Amount
9/22/2023	58840	Pacific Gas & Electric Company	Utilities	\$ 40,893.07
9/22/2023	58841	Palace Business Solutions	Office Supplies	\$ 162.83
9/22/2023	58842	Peninsula Diesel Inc.	O-Ring & Washer	\$ 74.15
9/22/2023	58843	Peace Officers Research Association of CA	Association Dues (Payroll Deduction)	\$ 246.00
9/22/2023	58844	Red Hills Environmental, LLC	Sediment Sampling & Analysis Plan (Progress Payment)	\$ 30,000.00
9/22/2023	58845	Red Wing Shoe Store	Dredge Staff Work Boots	\$ 268.18
9/22/2023	58846	Rydin Decal	2024 Parking Permits	\$ 516.94
9/22/2023	58847	San Lorenzo	Boatyard Cribbing Lumber, Wrecking Bar	\$ 43.72
9/22/2023	58848	Santa Cruz Carpet Cleaning	Harbor Office & Public Meeting Room Carpet Cleaning	\$ 650.00
9/22/2023	58849	Santa Cruz Sentinel	Legal Notice	\$ 256.00
9/22/2023	58850	Santa Cruz Municipal Utilities	Utilities	\$ 26,550.22
9/22/2023	58851	Stark, Tor	Security Deposit Refund	\$ 249.20
9/22/2023	58852	The Greenspan Co.	Consulting Services: Tsunami Claim Adjustments	\$ 22,863.02
9/22/2023	58853	The Home Depot Pro Institutional	Janitorial Supplies	\$ 2,803.11
9/22/2023	58854	Total Secure Technology	E-mail Scanning & Backup, Technical Support (August)	\$ 684.60
9/22/2023	58855	U.S. Bank Equipment Finance	Copier Leases	\$ 520.98
9/22/2023	58856	US Relay	Webcam Service	\$ 484.00
9/22/2023	58857	Verizon Wireless	Cell Phone & Tablet Service	\$ 316.76
9/22/2023	58858	West Marine Pro	Bottom Paint, Anodes	\$ 473.44
9/22/2023	58859	West Marine Pro	Boatyard Retail Items	\$ 547.33
9/5/2023	Various	Various Employees	8/16/23-8/31/23 Payroll	\$ 9,895.37
9/20/2023	Various	Various Employees	9/1/23-9/15/23 Payroll	\$ 7,195.55
9/1/2023	EFT	Merchant Services	Online Billpay Credit Card Fees	\$ 261.83
9/1/2023	EFT	Merchant Services	CALE Credit Card Fees	\$ 2,169.15
9/1/2023	EFT	Merchant Services	Boatyard Credit Card Fees	\$ 519.35
9/1/2023	EFT	Gravity Payments	Front Desk Credit Card Fees	\$ 3,001.31
9/1/2023	EFT	Gravity Payments	RV Park Credit Card Fees	\$ 30.00
9/1/2023	EFT	Windcave, Inc.	Concession Lot Credit Card Fees	\$ 3,351.86
9/1/2023	EFT	ElectronicPayments	Fuel Dock Credit Card Fees	\$ 1,010.43
9/1/2023	EFT	Transaction Express	Online Billpay ACH Fees	\$ 565.60
9/5/2023	EFT	PAYCHEX	8/16/23-8/31/23 Payroll Direct Deposit	\$ 64,894.22
9/5/2023	EFT	PAYCHEX	8/16/23-8/31/23 Payroll Taxes	\$ 31,306.31
9/5/2023	EFT	PAYCHEX	Payroll Service Fees	\$ 427.65
9/6/2023	EFT	CalPERS	Retirement Contributions (Employee & Employer)	\$ 8,177.84
9/6/2023	EFT	CalPERS	Retirement Contributions (Employee & Employer)	\$ 7,206.18

Santa Cruz Port District  
**Accounts Payable Monthly Check Register**  
September 2023

Date	No.	Vendor	Description	Amount
9/6/2023	EFT	CalPERS	Retirement Contributions (Employee & Employer)	\$ 2,879.30
9/6/2023	EFT	CalPERS	457 Contributions (Payroll Deduction)	\$ 3,844.52
9/7/2023	EFT	Empower Retirement	457 Loan Payments (Payroll Deduction)	\$ 677.71
9/8/2023	EFT	Comerica Commercial Card Services	WhenIWork Subscription, Parking Lot Cones, Effluent Pumps, <i>Twin Lakes</i> Lubricant, <i>Twin Lakes</i> Leak Test, Dauntless Keel Cooler Pressure Test & Cleaning, Dock Hardware, Respirators, Jack Hammer Handle, Jig Saw Blades, Silicone Sealant, Rubbing Alcohol, Gloves, Face Shields, Hydraulic Fittings, Wire Wheels, Breakroom Supplies, Zoom Subscription, Shipping, Notary Renewal, Online Billpay Test Transaction, Ancillary Equipment Fuel, Boatyard Retail Fixtures, Office Supplies	\$ 6,457.35
9/10/2023	EFT	Gravity Payments	RV Park Credit Card Gateway Fee	\$ 10.00
9/10/2023	EFT	Gravity Payments	Front Desk Credit Card Gateway Fee	\$ 23.88
9/12/2023	EFT	Comerica Bank	Service Charges	\$ 1,053.35
9/20/2023	EFT	PAYCHEX	9/1/23-9/15/23 Payroll Direct Deposit	\$ 66,610.46
9/20/2023	EFT	PAYCHEX	9/1/23-9/15/23 Payroll Taxes	\$ 31,525.03
9/20/2023	EFT	PAYCHEX	Payroll Service Fees	\$ 362.57
9/20/2023	EFT	PAYCHEX	Time & Attendance Fees	\$ 119.90
9/22/2023	EFT	CalPERS	Retirement Contributions (Employee & Employer)	\$ 8,662.51
9/22/2023	EFT	CalPERS	Retirement Contributions (Employee & Employer)	\$ 7,200.87
9/22/2023	EFT	CalPERS	Retirement Contributions (Employee & Employer)	\$ 2,882.42
9/22/2023	EFT	CalPERS	457 Contributions (Payroll Deduction)	\$ 4,275.21
9/22/2023	EFT	Empower Retirement	457 Loan Payments (Payroll Deduction)	\$ 677.71
9/30/2023	EFT	Windcave, Inc.	Concession Lot Credit Card Fees	\$ 813.80
Total September 2023 Disbursements				\$ 1,425,453.08



TO: Port Commission  
FROM: Holland MacLaurie, Port Director  
DATE: October 10, 2023  
SUBJECT: Port Director's Report – October 24, 2023

#### 616 Atlantic Avenue

To assist in the development of a new restaurant building at 616 Atlantic Avenue, a contract in the amount of \$10,500 has been executed with Nielsen Studios to research and determine City of Santa Cruz permitting requirements for the site (i.e., use permit conditions, change of use requirements, timeline, and application costs). Understanding the City's permitting process and requirements will help guide the District's overall design vision for the site.

#### Loan Arbitrage Report

Willdan Financial Services has completed the loan arbitrage compliance report for the District's 2013 non-taxable debt, which is required every five years (last compliance report was performed by Willdan in 2018). As of the computation date, the Port District's loan issuance had a negative rebate liability and no yield restriction liability, which results in no payment due to the IRS.

#### Construction / Maintenance Committee Meeting

A Construction / Maintenance Committee meeting will be convened on November 9, 2023, at 1 PM in the Harbor Public Meeting Room to discuss the feasibility of purchasing a floating barge to facilitate in-house pile replacement projects and other infrastructure improvements.

#### California Marine Affairs and Navigation Conference (CMANC) Update

Commencing in 2024, I have been appointed to Chair the Programming Committee for CMANC and will work with other committee members to plan and coordinate programming for the annual CMANC conferences.

#### Santa Cruz County Emergency Operations Plan (EOP)

The Santa Cruz County Office of Response, Recovery and Resilience (OR3) recently released its draft 2023 Santa Cruz County Operational Area (OA) Emergency Operations Plan (EOP). The plan is available for public review and comment until November 2, 2023

The draft plan represents the County's first comprehensive EOP and is designed to meet state and federal requirements. The Port District is referenced in several sections of the plan, so staff is currently reviewing the document and will provide comments as necessary.

#### Claim Settlement

A claim in the amount of \$108.99 was settled after damage to a shore power cord was sustained as a result of a piling failure at D-Dock.

#### Port Commission December Meeting Schedule

The regular public meeting in December will likely be rescheduled to accommodate the holidays. If there is sufficient business, proposed meetings dates include December 12 or December 19.





TO: Port Commission  
FROM: Blake Anderson, Harbormaster  
DATE: October 13, 2023  
SUBJECT: Harbormaster's Report

#### Santa Cruz Harbor Classic Car Show

The 8<sup>th</sup> Annual Santa Cruz Harbor Classic Car Show was held on Sunday, October 8, 2023. Sixty-eight vehicles participated and the event was well-attended by the public. Best-in-show honors went to Joe Stabile's Blue 1936 Ford Flatbed.



#### Surrendered and Abandoned Vessel Exchange (SAVE) Grant

The District was awarded a Surrendered and Abandoned Vessel Exchange (SAVE) Grant through the Division of Boating and Waterways in the amount of \$14,500. The funds will be used for boat disposal through 2025. The District currently has one additional active SAVE Grant with a remaining balance of \$20,400 which must be used before September 2024. Currently, there are nine vessels awaiting disposal and staff expects to schedule a disposal day in the coming weeks.

#### Confined Space Training Drills

Harbor Patrol staff participated in the confined space training on October 11, 2023. The annual training is mandatory for dredge and maintenance staff as they regularly work in confined spaces. This year, Harbor Patrol staff were included to broaden awareness of the hazards associated with confined spaces during any potential rescue operation.

#### Firearms Training

Harbor Patrol staff completed a two-day firearms training hosted by the Capitola Police Department on September 21 and 22, 2023. The training consisted of a use of force policy review and legislative updates, followed by a range day.

### Winter Preparations

Harbor Patrol staff have had an extremely busy spring and summer season. As we transition into fall, staff is changing gears and preparing for the winter conditions. The focus shifts away from crowd management and more toward dredging support and storm weather preparation. Staff is tracking potentially problematic vessels still at anchor and inspecting the docks for damaged/worn lines, sinking hazards, and ensuring that all dewatering equipment is serviceable and ready. With last year's barrage of weather systems fresh in our minds, staff is anticipating and preparing for the same.

### Catamaran Winter Storage Program

With dredge season only weeks away, the beach catamaran storage program is transitioning to the launch ramp parking lot. All vessels must be moved by October 22, 2023, so that the dredge crew can mobilize the pipeline on Harbor Beach.

### Fisheries Report

The fisheries report consists of data from two sources: the Department of Fish and Wildlife (DFW) and the H&H Fresh Fish (resident fish buyer). The data from DFW is partially redacted in accordance with federal fisheries laws. Data is considered confidential when less than three separate vessels land species at any one port. For species landed by three or more separate vessels, the full data is made public and includes weight and value. For other data, the species landed is shown with no weight data.

#### **September 2023 – Total Port Landings:**

Species	Weight (lbs.)	Ex-Vessel (per lbs.)	Approx. Value
CA Halibut	17,234.15	\$5.24	\$90,371.43
Lingcod	268.45	\$5.57	\$1,496.75
Albacore Tuna	5,096.60	\$3.69	\$18,836.95
Jack Mackerel	8,134.55	\$1.25	\$10,237.43
Pacific Mackerel	590.15	\$1.33	\$789.13
Petrale Sole	93.50	\$2.17	\$203.23
Canary Rockfish	160.95	\$2.37	\$382.40
Vermillion Rockfish	474.10	\$2.69	\$1,277.93
Greenspot Rockfish	1,254.95	\$2.50	\$3,139.13

**Total Weight (lbs.) Reported: 33,307.40**

**Total Ex-Vessel: \$128,231.13**

Species also landed\* -Pacific Bonito, Yellowtail, Pacific Pompano, Pomfret, Northern Anchovy, Sablefish (blackcod), Rock Crab, Rockfish (various), Jacksmelt, Sanddab, White Croaker, Starry Flounder, White Seabass, Thorneyhead Longspine, Thorneyhead Shortspine

*\*weight and value data redacted by Fish and Wildlife pursuant to Fish and Game Code, Section 8022.*

**September 2023 – Resident Buyer Landings:**

Species	Weight (lbs.)	Ex-Vessel (per lbs.)	Approx. Value
CA Halibut	4,716.55	\$5.00	\$23,582.75
Rock Crab	1,026.00	\$3.00	\$3,078.00
Rockfish (various)	3,075.00	\$2.50	\$7,687.50
Lingcod	92.25	\$3.00	\$276.75
Mackerel	177.90	\$1.00	\$177.90
Soles	55.00	\$2.00	\$110.00
Sanddabs	2.05	\$2.00	\$4.10

**Total Weight (lbs.) Reported: 9,144.75**

**Total Ex-Vessel: \$34,917.00**



TO: Port Commission  
FROM: Carl Wulf, Facilities Maintenance & Engineering Manager  
DATE: October 24, 2023  
SUBJECT: Facilities Maintenance & Engineering Manager's Report

### **Dredging Operations:**

#### Twin Lakes

The dredge crew is finishing up maintenance on *Twin Lakes*. Snorkel and walkways have been installed. Representatives from CAT were on site to do some in-warranty maintenance, as well as a LOAD bank test on the C18. Crews plan to move *Twin Lakes* from her off-season mooring in the north harbor to the entrance channel during the low tide on October 26 or 27. Entrance channel dredging is anticipated to commence on November 1, 2023.

#### Squirt

Crews have mobilized the disposal pipeline for north harbor dredging operations. North harbor dredging is anticipated to commence in late October.

#### D 6 Dozer

Representatives from CAT are scheduled to be onsite for some in-warranty repair work on the D 6 Dozer, which is currently displaying error codes for the transmission.

### **Maintenance:**

#### Confined Space Training – October 11, 2023

On October 11, 2023, Maintenance, Dredge, and Operations staff participated in a mandatory annual confined space training, which included safety drills on *Twin Lakes* and at one of the lift stations.

#### Travelift Cable Replacement

Maintenance, Dredge, and Boatyard staff worked together to install the replacement steel wire rope lifting cable for block #4 on the District's Travelift.

#### 2222 East Cliff Drive – Boiler Replacement

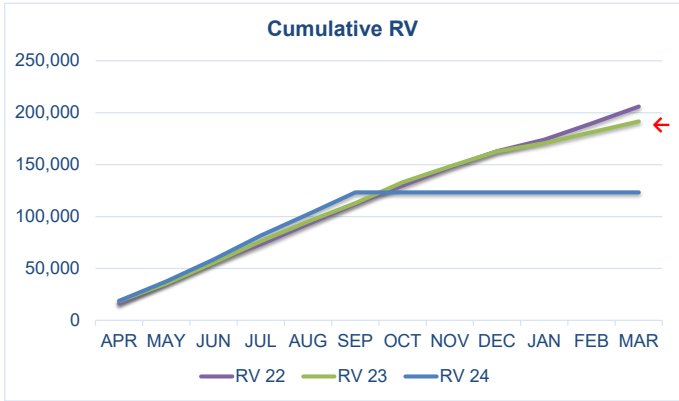
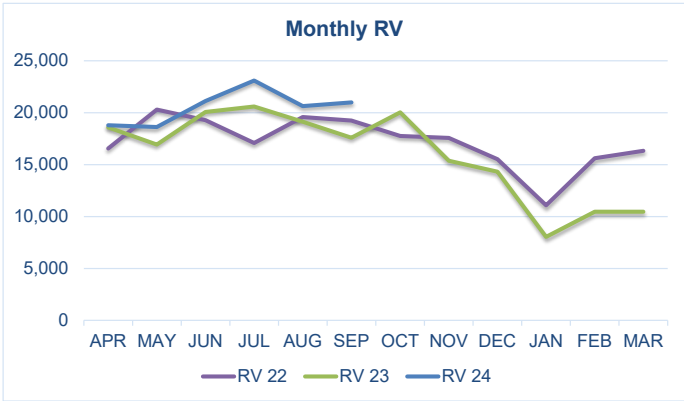
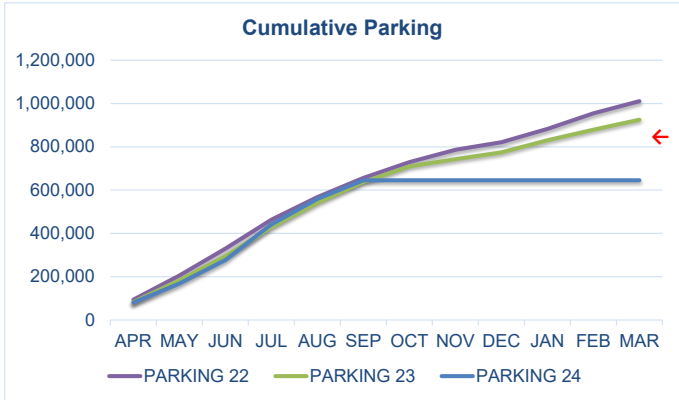
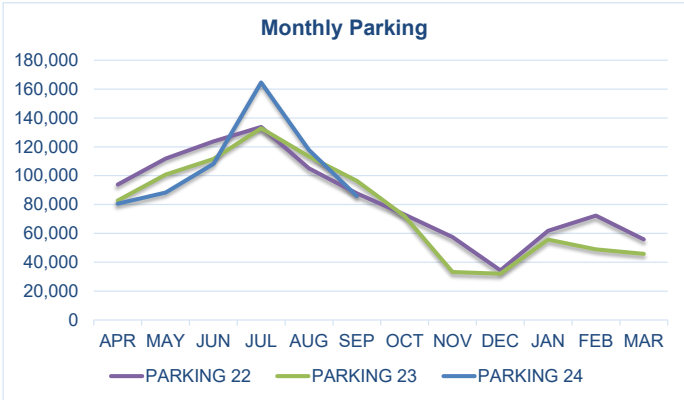
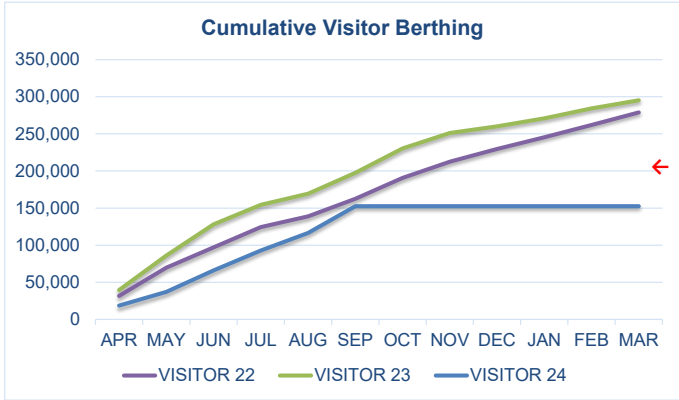
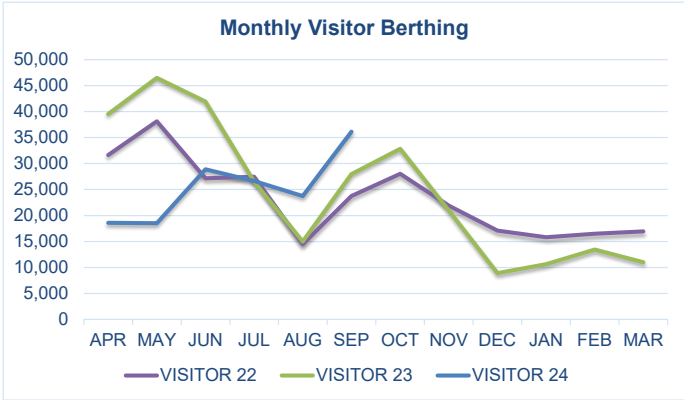
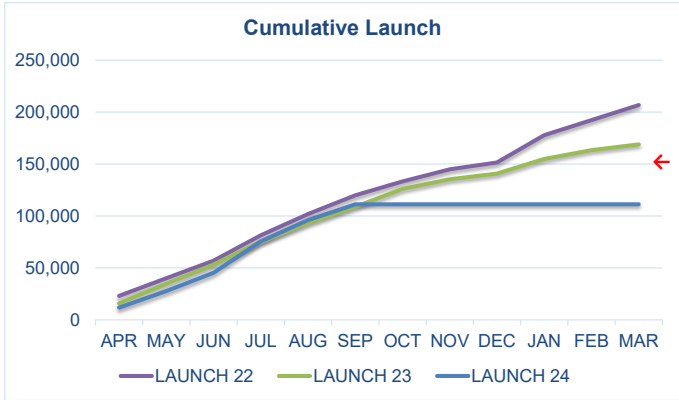
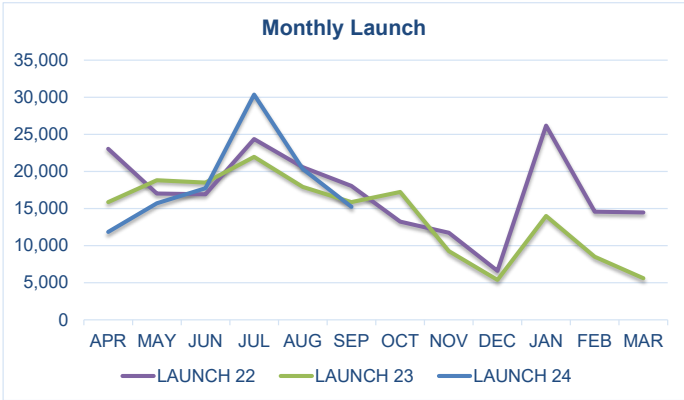
The new boiler for 2222 East Cliff Drive is anticipated to be installed in later this month.

#### 2222 East Cliff Drive Deck Replacement Project

The Deck Replacement Project continues to remain significantly ahead of schedule, and is anticipated to be complete prior to the winter rains

Santa Cruz Port District  
**SEASONAL INCOME**  
 For the Six Months Ending September 30, 2023

FY24 Budget ←



Santa Cruz Port District  
**Monthly Budget Report**  
For the Six Months Ending September 30, 2023

Account	Description	YTD	FY24 BUDGET	% BUDGET	FY23 YTD	Variance
<b>OPERATING INCOME</b>						
000-000-000-0000-4000	Slip Rent Permanent	\$2,506,726	\$5,030,700	50%	\$2,420,304	\$86,422
000-000-000-0000-4002	Slip Rent Visitors	\$152,538	\$210,000	73%	\$197,423	(\$44,885)
000-000-000-0000-4003	Annual Slip Rent Discount	(\$335)	(\$1,225)	27%	(\$655)	\$320
000-000-000-0000-4006	Tenant Concession Rent	\$1,075,756	\$2,054,400	52%	\$1,113,553	(\$37,797)
000-000-000-0000-4008	Misc. Tenant Rent (Sewer)	\$38,659	\$135,000	29%	\$34,812	\$3,847
000-000-000-0000-4010	Launch Fees	\$111,212	\$155,000	72%	\$108,911	\$2,302
000-000-000-0000-4012	Liveaboard	\$52,632	\$75,000	70%	\$38,966	\$13,666
000-000-000-0000-4014	Catamaran Storage	\$14,697	\$26,000	57%	\$14,657	\$40
000-000-000-0000-4016	North Harbor Dry Storage	\$103,628	\$195,000	53%	\$99,086	\$4,542
000-000-000-0000-4018	7th Ave Dry Storage	\$63,487	\$122,000	52%	\$60,959	\$2,528
000-000-000-0000-4020	Waiting List	\$11,927	\$120,000	10%	\$10,400	\$1,527
000-000-000-0000-4024	Slip Leave Option		\$3,000	0%		\$0
000-000-000-0000-4026	Partnership Fees	\$16,734	\$30,000	56%	\$16,033	\$701
000-000-000-0000-4028	Sublease Fees	\$21,859	\$35,000	62%	\$24,639	(\$2,780)
000-000-000-0000-4030	Variable/Utility Fees	\$121,810	\$207,250	59%	\$107,336	\$14,474
000-000-000-0000-4032	Late Fees	\$26,574	\$50,000	53%	\$28,369	(\$1,795)
000-000-000-0000-4036	Citations	\$90,651	\$98,000	93%	\$70,264	\$20,387
000-000-000-0000-4040	Credit Card Convenience Charges	\$14,017	\$22,000	64%	\$13,611	\$407
000-000-000-0000-4100	Parking - Concession Lot	\$369,792	\$880,000	72%	\$354,312	\$15,480
000-000-000-0000-4102	Parking - Launch Area	\$15,123			\$29,655	(\$14,532)
000-000-000-0000-4104	Parking - Southwest	\$132,262			\$117,659	\$14,603
000-000-000-0000-4106	Parking - North	\$22,445			\$23,448	(\$1,003)
000-000-000-0000-4108	Parking - Southeast	\$87,205			\$94,924	(\$7,720)
000-000-000-0000-4118	Meter Permits	\$7,709			\$8,829	(\$1,121)
000-000-000-0000-4120	Slip Renter Parking Permits	\$10,800	\$26,000	42%	\$8,845	\$1,955
000-000-000-0000-4122	RV Parking	\$123,240	\$195,000	63%	\$112,906	\$10,334
000-000-000-0000-4200	Fuel Sales Gasoline	\$170,517	\$345,000	49%	\$273,931	(\$103,414)
000-000-000-0000-4202	Fuel Sales Diesel	\$179,210	\$465,000	39%	\$469,488	(\$290,278)
000-000-000-0000-4210	Wash Rack	\$5,504	\$6,500	85%	\$7,061	(\$1,558)
000-000-000-0000-4220	Boatyard Retail	\$9,736	\$16,500	59%	\$15,225	(\$5,489)
000-000-000-0000-4225	Boatyard Labor	\$1,048	\$750	140%	\$65	\$983
000-000-000-0000-4230	Boatyard Rental	\$1,335	\$3,000	45%	\$3,085	(\$1,750)
000-000-000-0000-4235	Boatyard Misc.	\$22,765	\$32,000	71%	\$21,355	\$1,410
000-000-000-0000-4240	Lay Days/Storage	\$56,388	\$140,000	40%	\$120,137	(\$63,750)
000-000-000-0000-4245	Vessel Haulout	\$83,762	\$132,000	63%	\$82,623	\$1,139
000-000-000-0000-4250	Vessel Berthing	\$23,021	\$32,000	72%	\$27,647	(\$4,626)
	<b>OPERATING INCOME</b>	<b>\$5,744,431</b>	<b>\$10,840,875</b>	<b>53%</b>	<b>\$6,129,860</b>	<b>(\$385,429)</b>

Santa Cruz Port District  
**Monthly Budget Report**  
For the Six Months Ending September 30, 2023

Account	Description	YTD	FY24 BUDGET	% BUDGET	FY23 YTD	Variance
<b>EXPENSE SUMMARY BY PROGRAM</b>						
	Administrative Services (110)	\$418,021	\$889,563	47%	\$372,813	\$45,209
	Finance & Purchasing (120)	\$110,645	\$239,618	46%	\$111,502	(\$857)
	Property Management (130)	\$393,028	\$842,315	47%	\$304,805	\$88,223
	Environmental & Permitting (140)	\$65,881	\$189,158	35%	\$35,799	\$30,082
	Port Commission Support (190)	\$32,324	\$78,653	41%	\$30,351	\$1,973
	Harbor Patrol (210)	\$387,018	\$863,451	45%	\$407,779	(\$20,761)
	Marina Management (220)	\$284,247	\$611,835	46%	\$299,668	(\$15,421)
	Rescue Services (230)	\$48,465	\$144,756	33%	\$47,897	\$568
	Parking Services (240)	\$218,433	\$384,271	57%	\$236,065	(\$17,631)
	Events (250)	\$8,836	\$33,179	27%	\$14,671	(\$5,834)
	Fuel Services (280)	\$292,656	\$516,338	57%	\$603,888	(\$311,232)
	Docks, Piers, Marine Structures (310)	\$368,216	\$679,068	54%	\$252,633	\$115,583
	Utilities (320)	\$41,377	\$109,072	38%	\$54,165	(\$12,788)
	Buildings (330)	\$218,248	\$465,185	47%	\$189,570	\$28,678
	Grounds (340)	\$441,465	\$865,519	51%	\$465,075	(\$23,610)
	Aeration (350)	\$23,891	\$59,229	40%	\$19,605	\$4,286
	Fishery Support (360)	\$4,514	\$17,024	27%	\$7,317	(\$2,803)
	Capital Projects (390)	\$183,534	\$363,503	50%	\$223,574	(\$40,040)
	Dredging Operations (400)	\$793,596	\$1,653,480	48%	\$773,195	\$20,401
	Boatyard Operations (500)	\$188,080	\$408,535	46%	\$200,436	(\$12,356)
	<b>OPERATING EXPENSES</b>	<b>\$4,522,474</b>	<b>\$9,413,753</b>	<b>48%</b>	<b>\$4,650,806</b>	<b>(\$128,331)</b>
	<b>OPERATING PROFIT</b>	<b>\$1,221,957</b>	<b>\$1,427,122</b>	<b>86%</b>	<b>\$1,479,055</b>	<b>(\$257,098)</b>
<b>NON OPERATING INCOME/(EXPENSE)</b>						
	000-000-000-0000-4300 Harbor Services Charge	\$4,866	\$10,000	30%	\$500	\$4,366
	000-000-000-0000-4308 Interest Income	\$311,288	\$125,000	48%	\$24,409	\$286,879
	000-000-000-0000-4310 Other Income	\$42,095	\$85,000	33%	\$60,618	(\$18,524)
	000-000-000-0000-4375 USACE Reimbursement	\$262,500	\$525,000	0%		\$262,500
	000-000-000-0000-4405 Grants - DBAW	\$13,552	\$12,000	113%	\$8,604	\$4,948
	000-000-000-0000-4406 County Rescue Contribution	\$25,000	\$50,000	50%	\$25,000	\$0
	000-000-000-0000-4408 Waste Oil Grant	\$5,802	\$12,000	48%	\$7,408	(\$1,605)
	000-000-000-0000-4412 Tsunami Insurance Reimbursement		\$0	0%	\$270,000	(\$270,000)
	000-000-000-0000-4500 Gain/(Loss) on Asset Disposal	\$3,050		0%	\$1,550	\$1,500
	000-000-000-0000-4600 Cash Over/Under	(\$746)		0%	(\$320)	(\$425)
	000-000-000-0000-4900 Election Expense			0%		\$0
	Principal Debt Payments	(\$681,947)	(\$1,365,818)	9%	(\$774,454)	\$92,506
	Capital Improvement Program	(\$1,582,757)	(\$500,000)	45%	(\$172,416)	(\$1,410,341)
	Capitalized Expenses	(\$114,759)	(\$212,500)	45%	(\$128,248)	\$13,489
	Depreciation	(\$840,009)	\$0	0%	(\$840,009)	\$0
	<b>NET INCOME/(LOSS)</b>	<b>(\$1,330,108)</b>	<b>\$167,804</b>	<b>(793%)</b>	<b>(\$38,304)</b>	<b>(\$1,291,803)</b>

Santa Cruz Port District  
**Employee Count**  
As of September 30, 2023

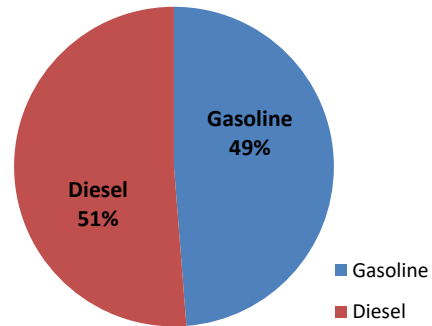
Department	Employee Name	FTE %	Unrepresented	Position
ADMIN	Eldridge, Mark	100%		Accounting Technician II
ADMIN	Ghisletta, Renee	100%		Administrative Assistant II
ADMIN	MacLaurie, Holland	100%		Port Director
FACILITIES	Acevedo, Arturo	100%		Harbor Maintenance Worker III
FACILITIES	Castro, Nathan	100%		Harbor Dredge Worker II
FACILITIES	Forbes, Alden		var	Harbor Dredge Worker I
FACILITIES	Goering, Bryce	100%		Harbor Dredge Worker III
FACILITIES	Gullo, Nicholas	100%		Supervising Harbor Maint. Worker
FACILITIES	Lopez, Jorge	100%		Harbor Maintenance Worker III
FACILITIES	Marty, Randy	100%		Harbor Maintenance Worker III
FACILITIES	Ramos, Brenda	100%		Facilities Coordinator
FACILITIES	Simoni, Daniel	100%		Harbor Dredge Worker III
FACILITIES	Stipanovich, Rory	100%		Supervising Harbor Dredge Worker
FACILITIES	Tandoi, Steven	100%		Harbor Dredge Worker III
FACILITIES	Vera, Jose	100%		Harbor Maintenance Worker III
FACILITIES	Wagoner, Joshua	100%		Harbor Dredge Worker III
FACILITIES	Wulf, Carl	100%		Facilities, Maintenance & Engineering Manager
OPERATIONS	Anderson, Blake	100%		Harbormaster
OPERATIONS	Ash, Jaylene		var	Parking Control / Water Taxi Crew
OPERATIONS	Gitler, Mark		var	Operations Assistant / Dredge Monitor
OPERATIONS	Gottlieb, Landon	100%		Deputy Harbormaster
OPERATIONS	Guy, Parker	100%		Deputy Harbormaster
OPERATIONS	Hann, Alfred		var	Operations Assistant
OPERATIONS	Haynes, John	100%		Senior Deputy Harbormaster
OPERATIONS	Henning, Nicholas	100%		Boatyard Crew
OPERATIONS	Hill, David	100%		Deputy Harbormaster
OPERATIONS	Kingdom, Kyle	100%		Deputy Harbormaster
OPERATIONS	Kusaba-Kusumoto, Kalee		var	Parking Control
OPERATIONS	Loelhoeffel, Katrin		var	Operations Assistant
OPERATIONS	Long, John		var	Parking Control
OPERATIONS	Mangus, Stephanie		var	Parking Control
OPERATIONS	Melrose, Kevin	100%		Boatyard Supervisor
OPERATIONS	Melrose, Peter	100%		Deputy Harbormaster
OPERATIONS	Melrose, Richard	100%		Parking Coordinator
OPERATIONS	Nelson, Michael		var	Parking Control / Water Taxi Crew / Dredge Monitor
OPERATIONS	Nowak, Chris		var	Water Taxi Operator
OPERATIONS	Palmer, Darrell		var	Boatyard Crew
OPERATIONS	Pasquali, Richard		var	Water Taxi Operator
OPERATIONS	Rasmussen, Scott		var	Water Taxi Operator
OPERATIONS	Rothwell, Niki	100%		Customer Service Representative
OPERATIONS	Rothwell, Sean	100%		Assistant Harbormaster
OPERATIONS	Stelter, Richard		var	Parking Control
<b>Total FTE</b>		<b>28</b>		



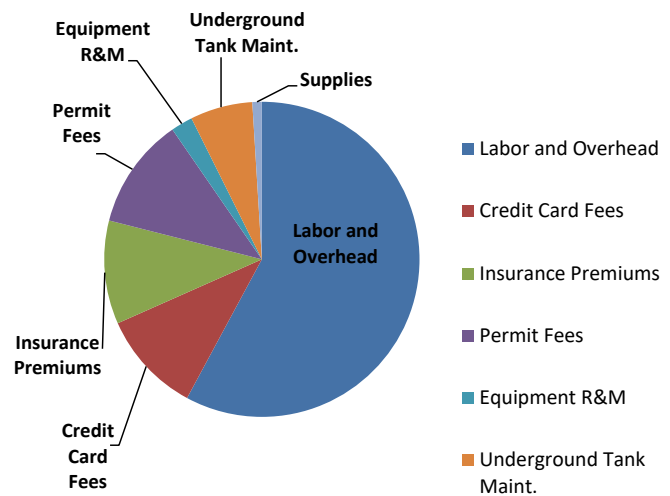
**Santa Cruz Port District  
Quarterly Fuel Dock Report  
For the Six Months Ended September 30, 2023**

	QTD	YTD	% of Budget
	Jul - Sep	Apr - Sep	
<b>Fuel Dock Revenue</b>			
Gasoline	\$90,490	\$170,517	49%
Diesel	\$136,728	\$179,210	39%
<b>Total Revenue</b>	<b>\$227,218</b>	<b>\$349,727</b>	<b>43%</b>
<b>Cost of Sales</b>			
Gasoline	\$82,327	\$122,756	60%
Diesel	\$77,684	\$138,307	59%
<b>Total Cost of Sales</b>	<b>\$160,011</b>	<b>\$261,063</b>	<b>59%</b>
<b>Gross Profit</b>	<b>\$67,207</b>	<b>\$88,664</b>	
<b>Gross Profit Margin</b>	<b>30%</b>	<b>25%</b>	
<b>Operating Expenses</b>			
Labor and Overhead	\$10,245	\$18,282	39%
Credit Card Fees	\$2,506	\$3,312	41%
Insurance Premiums	\$1,642	\$3,354	84%
Permit Fees	\$3,612	\$3,612	88%
Equipment R&M	\$706	\$706	28%
Underground Tank Maint.	\$988	\$2,021	24%
Supplies	\$306	\$306	15%
<b>Total Operating Expenses</b>	<b>\$20,006</b>	<b>\$31,593</b>	<b>41%</b>
<b>Net Profit / (Loss)</b>	<b>\$47,201</b>	<b>\$57,071</b>	
<b>Profit Margin</b>	<b>21%</b>	<b>16%</b>	

**Fuel Dock Revenue**

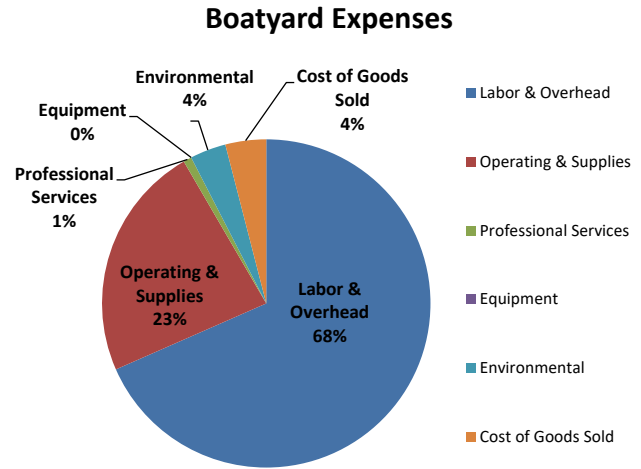
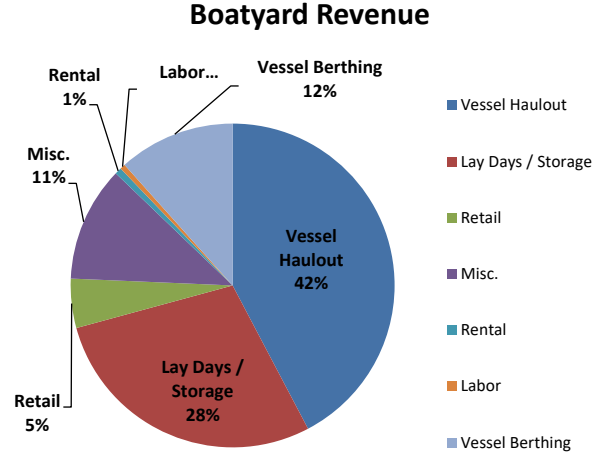


**Fuel Dock Expenses**



**Santa Cruz Port District  
Quarterly Boatyard Report  
For the Six Months Ended September 30, 2023**

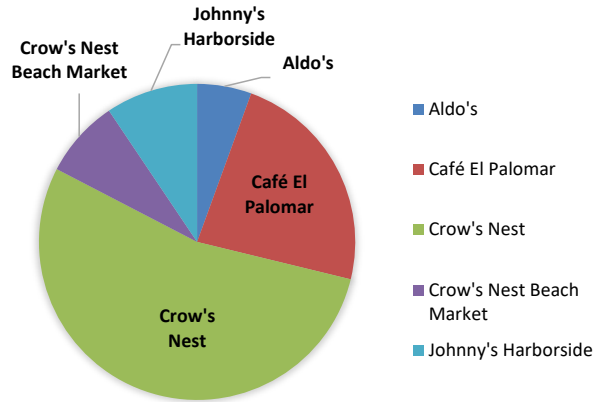
	QTD July - Sep	YTD Apr - Sep	% of Budget
<b>Boatyard Revenue</b>			
Vessel Haulout	\$32,983	\$83,762	63%
Lay Days / Storage	\$25,650	\$56,388	40%
Retail	\$4,672	\$9,736	59%
Misc.	\$11,752	\$22,765	71%
Rental	\$540	\$1,335	45%
Labor	\$853	\$1,048	140%
Vessel Berthing	\$13,920	\$23,021	72%
<b>Total Revenue</b>	<b>\$90,370</b>	<b>\$198,054</b>	<b>56%</b>
<b>Boatyard Expenses</b>			
Labor & Overhead	\$67,169	\$128,677	44%
Operating & Supplies	\$23,501	\$43,653	54%
Professional Services	\$867	\$1,531	34%
Equipment	\$0	\$0	0%
Environmental	\$6,667	\$6,667	56%
Cost of Goods Sold	\$5,219	\$7,552	76%
<b>Total Operating Expenses</b>	<b>\$103,423</b>	<b>\$188,080</b>	<b>46%</b>
<b>Net Profit / (Loss)</b>	<b>(\$13,053)</b>	<b>\$9,975</b>	



Santa Cruz Port District  
**Quarterly Concession Rent Report**  
 For the Six Months Ended September 30, 2023

	FY 2024	
	QTD Jul - Sep	YTD Apr - Sep
<b>Base Rent</b>		
Aldo's	6,269	12,538
Café El Palomar	45,948	91,896
Crow's Nest	-	-
Crow's Nest Beach Market	19,860	39,720
Johnny's Harborside	25,856	51,711
<b>Total Base Rent</b>	<b>\$ 97,932</b>	<b>\$ 195,865</b>
<b>% Rent</b>		
Aldo's	7,138	19,101
Café El Palomar	21,491	40,332
Crow's Nest	173,388	306,166
Crow's Nest Beach Market	360	5,621
Johnny's Harborside	1,820	1,820
<b>Total % Rent</b>	<b>\$204,197</b>	<b>\$373,040</b>
<b>Total Rent</b>		
Aldo's	13,406	31,639
Café El Palomar	67,439	132,228
Crow's Nest	173,388	306,166
Crow's Nest Beach Market	20,220	45,341
Johnny's Harborside	27,676	53,531
<b>Total Rent</b>	<b>\$ 302,129</b>	<b>\$ 568,905</b>

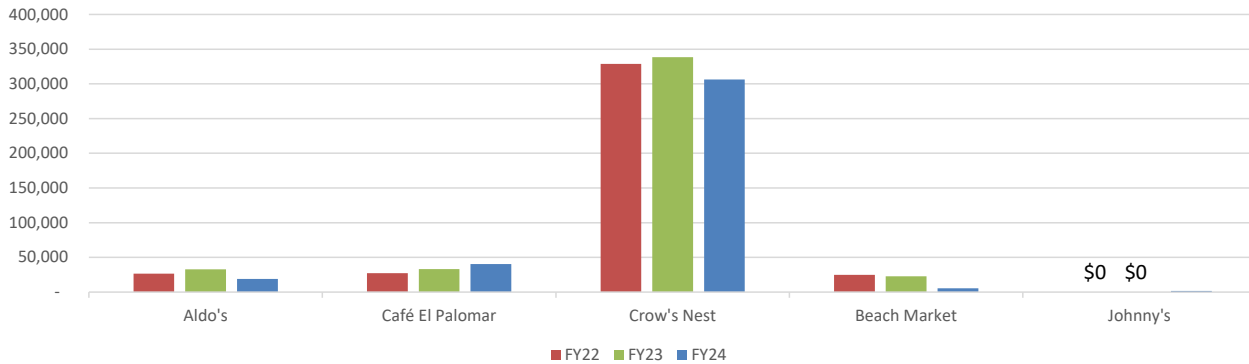
**TOTAL CONCESSION RENT YTD**



**YTD 3-Year Concession % Rent**

Tenant	FY22	FY23	FY24
Aldo's	26,639	32,818	19,101
Café El Palomar	27,179	33,230	40,332
Crow's Nest	328,906	338,546	306,166
Beach Market	24,790	22,856	5,621
Johnny's	-	-	1,820

**PERCENTAGE RENT YTD**





# PMIA/LAIF Performance Report as of 10/16/23



## Quarterly Performance Quarter Ended 09/30/23

LAIF Apportionment Rate <sup>(2)</sup> :	3.59
LAIF Earnings Ratio <sup>(2)</sup> :	0.00009812538629360
LAIF Administrative Cost <sup>(1)*</sup> :	TBD
LAIF Fair Value Factor <sup>(1)</sup> :	0.986307739
PMIA Daily <sup>(1)</sup> :	3.48
PMIA Quarter to Date <sup>(1)</sup> :	3.42
PMIA Average Life <sup>(1)</sup> :	256

## PMIA Average Monthly Effective Yields<sup>(1)</sup>

September	<b>3.534</b>
August	3.434
July	3.305**
June	3.167
May	2.993
April	2.870

## Pooled Money Investment Account Monthly Portfolio Composition <sup>(1)</sup> 09/30/23 \$156.4 billion

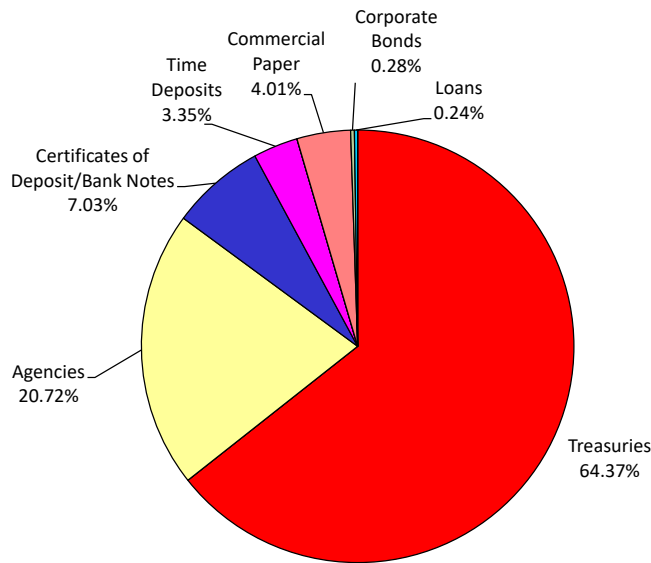


Chart does not include \$2,444,000.00 in mortgages, which equates to 0.002%. Percentages may not total 100% due to rounding.

Daily rates are now available here. [View PMIA Daily Rates](#)

Notes: The apportionment rate includes interest earned on the CalPERS Supplemental Pension Payment pursuant to Government Code 20825 (c)(1) and interest earned on the Wildfire Fund loan pursuant to Public Utility Code 3288 (a).

\*The percentage of administrative cost equals the total administrative cost divided by the quarterly interest earnings. The law provides that administrative costs are not to exceed 5% of quarterly EARNINGS of the fund. However, if the 13-week Daily Treasury Bill Rate on the last day of the fiscal year is below 1%, then administrative costs shall not exceed 8% of quarterly EARNINGS of the fund for the subsequent fiscal year.

\*\* Revised

Source:

<sup>(1)</sup> State of California, Office of the Treasurer

<sup>(2)</sup> State of California, Office of the Controller



Summary Statement

September 30, 2023

Page 1 of 3

Investor ID:

0000073-0000277 PDF 574823

**Santa Cruz Port District**  
**135 5th Avenue**  
**Santa Cruz, CA 95062**

**California CLASS**

**California CLASS**

Average Monthly Yield: 5.4766%

	Beginning Balance	Contributions	Withdrawals	Income Earned	Income Earned YTD	Average Daily Balance	Month End Balance
Port District Main	13,022,756.65	0.00	400,000.00	57,117.22	229,873.87	12,679,897.80	12,679,873.87
<b>TOTAL</b>	<b>13,022,756.65</b>	<b>0.00</b>	<b>400,000.00</b>	<b>57,117.22</b>	<b>229,873.87</b>	<b>12,679,897.80</b>	<b>12,679,873.87</b>



Account Statement

September 30, 2023

Page 2 of 3

Account Number

Port District Main

Account Summary

Average Monthly Yield: 5.4766%

	Beginning Balance	Contributions	Withdrawals	Income Earned	Income Earned YTD	Average Daily Balance	Month End Balance
California CLASS	13,022,756.65	0.00	400,000.00	57,117.22	229,873.87	12,679,897.80	12,679,873.87

Transaction Activity

Transaction Date	Transaction Description	Contributions	Withdrawals	Balance	Transaction Number
09/01/2023	Beginning Balance			13,022,756.65	
09/05/2023	Withdrawal		400,000.00		1741
09/30/2023	Income Dividend Reinvestment	57,117.22			
09/30/2023	Ending Balance			12,679,873.87	



California CLASS

California CLASS

Date	Dividend Rate	Daily Yield
09/01/2023	0.000596808	5.4458%
09/02/2023	0.000000000	5.4459%
09/03/2023	0.000000000	5.4459%
09/04/2023	0.000000000	5.4459%
09/05/2023	0.000149371	5.4520%
09/06/2023	0.000149526	5.4577%
09/07/2023	0.000149713	5.4645%
09/08/2023	0.000448689	5.4591%
09/09/2023	0.000000000	5.4591%
09/10/2023	0.000000000	5.4591%
09/11/2023	0.000149708	5.4644%
09/12/2023	0.000149838	5.4691%
09/13/2023	0.000149787	5.4672%
09/14/2023	0.000149928	5.4724%
09/15/2023	0.000449910	5.4739%
09/16/2023	0.000000000	5.4739%
09/17/2023	0.000000000	5.4739%
09/18/2023	0.000150173	5.4813%
09/19/2023	0.000150079	5.4779%
09/20/2023	0.000150175	5.4814%
09/21/2023	0.000150475	5.4923%
09/22/2023	0.000451653	5.4951%
09/23/2023	0.000000000	5.4951%
09/24/2023	0.000000000	5.4951%
09/25/2023	0.000150331	5.4871%
09/26/2023	0.000150611	5.4973%
09/27/2023	0.000151007	5.5118%
09/28/2023	0.000151087	5.5147%
09/29/2023	0.000302426	5.5193%
09/30/2023	0.000000000	5.5193%

Performance results are shown net of all fees and expenses and reflect the reinvestment of dividends and other earnings. Many factors affect performance including changes in market conditions and interest rates and in response to other economic, political, or financial developments. Investment involves risk including the possible loss of principal. No assurance can be given that the performance objectives of a given strategy will be achieved. **Past performance is no guarantee of future results. Any financial and/or investment decision may incur losses.**

**Santa Cruz Port District**  
**Historical Revenues and Expenses**  
**Debt Service Coverage Projection**

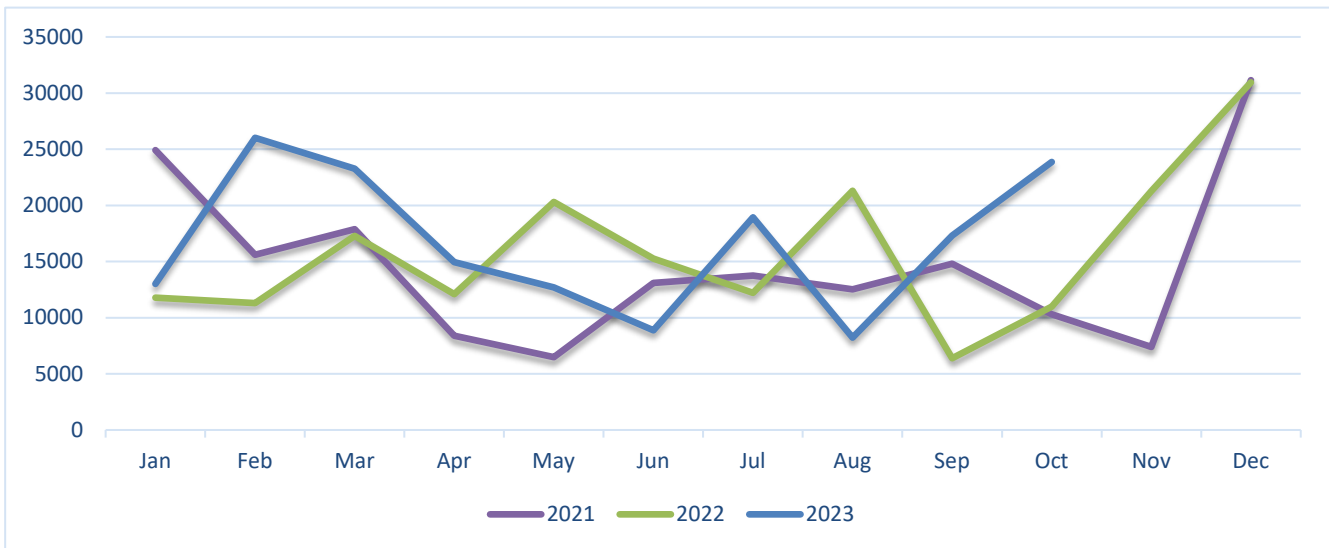
	2019	2020	2021	2022	2023
	<i>Audited</i>	<i>Audited</i>	<i>Audited</i>	<i>Audited</i>	<i>Audited</i>
<b>Operating Revenues</b>					
Charges for berthing and services	\$ 7,372,983	\$ 7,920,084	\$ 7,886,323	\$ 8,864,120	\$ 9,060,943
Rent and concessions	\$ 1,838,345	\$ 1,893,576	\$ 1,635,555	\$ 2,023,819	\$ 2,111,024
<b>Total Operating Revenues</b>	<b>\$ 9,211,328</b>	<b>\$ 9,813,660</b>	<b>\$ 9,521,878</b>	<b>\$ 10,887,939</b>	<b>\$ 11,171,967</b>
<b>Operating Expenses</b>					
Depreciation and Amortization	\$ 1,830,080	\$ 1,954,934	\$ 2,159,280	\$ 2,187,657	\$ 2,184,840
CalPERS Unfunded Liability (Non-cash)	\$ 313,404	\$ 338,085	\$ 190,116	\$ 805,728	\$ (1,010,262)
OPEB Liability (Non-cash)	\$ 70,313	\$ 67,186	\$ 81,221	\$ 101,318	\$ 95,254
Dredging Operations	\$ 1,232,182	\$ 1,369,670	\$ 1,357,222	\$ 1,324,630	\$ 1,503,071
Administrative Services	\$ 653,783	\$ 759,880	\$ 753,848	\$ 663,892	\$ 902,926
Grounds	\$ 750,251	\$ 727,772	\$ 733,457	\$ 790,109	\$ 909,106
Fuel Services	\$ 413,682	\$ 536,061	\$ 427,765	\$ 740,950	\$ 805,610
Harbor Patrol	\$ 641,569	\$ 683,549	\$ 669,826	\$ 712,258	\$ 806,715
Property Management	\$ 474,209	\$ 480,408	\$ 515,497	\$ 669,573	\$ 686,549
Marina Management	\$ 544,303	\$ 434,290	\$ 483,428	\$ 495,234	\$ 542,949
Buildings	\$ 322,642	\$ 323,550	\$ 323,175	\$ 321,331	\$ 387,540
Parking Services	\$ 357,156	\$ 341,396	\$ 248,637	\$ 352,771	\$ 388,936
Docks, Piers, Marine Structures	\$ 270,617	\$ 237,013	\$ 269,258	\$ 320,346	\$ 502,201
Debt issuance costs	\$ -	\$ -	\$ -	\$ -	\$ -
Finance & Purchasing	\$ 170,690	\$ 181,208	\$ 194,674	\$ 183,581	\$ 184,083
Environmental & Permitting	\$ 143,423	\$ 174,318	\$ 139,893	\$ 95,646	\$ 145,693
Utilities	\$ 87,508	\$ 85,665	\$ 86,067	\$ 97,358	\$ 103,385
Aeration	\$ 36,840	\$ 38,467	\$ 40,795	\$ 49,913	\$ 37,456
Rescue Services	\$ 95,508	\$ 99,549	\$ 84,414	\$ 104,968	\$ 107,898
Boatyard Operations	\$ 254,419	\$ 274,979	\$ 303,551	\$ 326,087	\$ 364,793
Port Commission Support	\$ 45,923	\$ 52,156	\$ 56,586	\$ 107,746	\$ 55,713
Capital Projects	\$ 1,022	\$ 6,812	\$ 1,630	\$ 54	\$ 36
Events	\$ 30,682	\$ 30,440	\$ -	\$ 13,111	\$ 22,570
Fishery Support	\$ 2,762	\$ 5,680	\$ 5,064	\$ 8,588	\$ 12,014
Tsunami Expense	\$ -	\$ -	\$ -	\$ 187,859	\$ 10,486
<b>Total Expenses</b>	<b>\$ 8,742,968</b>	<b>\$ 9,203,068</b>	<b>\$ 9,125,404</b>	<b>\$ 10,660,708</b>	<b>\$ 9,749,562</b>
<b>Non-Operating Revenue (Expenses)</b>					
County revenues for public services	\$ 12,493	\$ 49,985	\$ 50,000	\$ 50,000	\$ 50,000
Grants and Other Income	\$ 111,403	\$ 37,826	\$ 23,801	\$ 619,189	\$ 919,756
Dredging Reimbursement USACE	\$ 449,000	\$ 385,000	\$ 385,000	\$ 665,000	\$ 525,000
Interest Income Related to Leases (Non-cash)					\$ 439,356
Interest Income	\$ 242,056	\$ 265,810	\$ 80,131	\$ 30,375	\$ 228,918
Interest Expense	\$ (476,885)	\$ (491,385)	\$ (443,836)	\$ (410,652)	\$ (394,410)
Other Income (Expenses)	\$ 188,516	\$ 2,809	\$ 38,570	\$ 83,001	\$ 605,227
<b>Total Non-Operating Income (Expenses)</b>	<b>\$ 526,583</b>	<b>\$ 250,045</b>	<b>\$ 133,666</b>	<b>\$ 1,036,913</b>	<b>\$ 2,373,847</b>
<b>Debt Service Coverage Calculation</b>					
(+) Gross Revenues	\$ 9,211,328	\$ 9,813,660	\$ 9,521,878	\$ 10,887,939	\$ 11,171,967
(-) Maintenance and operating expenses	\$ (8,742,968)	\$ (9,203,068)	\$ (9,125,404)	\$ (10,660,708)	\$ (9,749,562)
(+) Depreciation and Amortization	\$ 1,830,080	\$ 1,954,934	\$ 2,159,280	\$ 2,187,657	\$ 2,184,840
(+) CalPERS Unfunded Liability (Non-cash)	\$ 313,404	\$ 338,085	\$ 190,116	\$ 805,728	\$ (1,010,262)
(+) OPEB Liability (Non-cash)	\$ 70,313	\$ 67,186	\$ 81,221	\$ 101,318	\$ 95,254
(=) Net Operating Income	<b>\$ 2,682,157</b>	<b>\$ 2,970,797</b>	<b>\$ 2,827,091</b>	<b>\$ 3,321,934</b>	<b>\$ 2,692,237</b>
(+) Interest Income	\$ 242,056	\$ 265,810	\$ 80,131	\$ 30,375	\$ 228,918
(+) Non-operating Income	\$ 188,516	\$ 2,809	\$ 38,570	\$ 83,001	\$ 605,227
(+) Grants	\$ 123,896	\$ 87,811	\$ 73,801	\$ 669,189	\$ 969,756
(+) Dredging Reimbursement USACE	\$ 449,000	\$ 385,000	\$ 385,000	\$ 665,000	\$ 525,000
(=) Net Revenues Available for Debt Service	<b>\$ 3,685,625</b>	<b>\$ 3,712,227</b>	<b>\$ 3,404,593</b>	<b>\$ 4,769,499</b>	<b>\$ 5,021,138</b>
(+) Current Portion Long Term Debt	\$ 1,254,451	\$ 1,299,163	\$ 1,274,163	\$ 1,329,940	\$ 1,366,974
(+) Interest Expense	\$ 476,885	\$ 491,385	\$ 443,836	\$ 410,652	\$ 394,410
(=) Total Debt Service	<b>\$ 1,731,336</b>	<b>\$ 1,790,548</b>	<b>\$ 1,717,999</b>	<b>\$ 1,740,592</b>	<b>\$ 1,761,384</b>
Debt Service Coverage Ratio (DSCR)	<b>2.13x</b>	<b>2.07x</b>	<b>1.98x</b>	<b>2.74x</b>	<b>2.85x</b>
Required DSCR	1.25x	1.25x	1.25x	1.25x	1.25x



Santa Cruz Port District  
**60 DAY DELINQUENT ACCOUNTS**

The following accounts have balances 60 days delinquent as of October 16, 2023

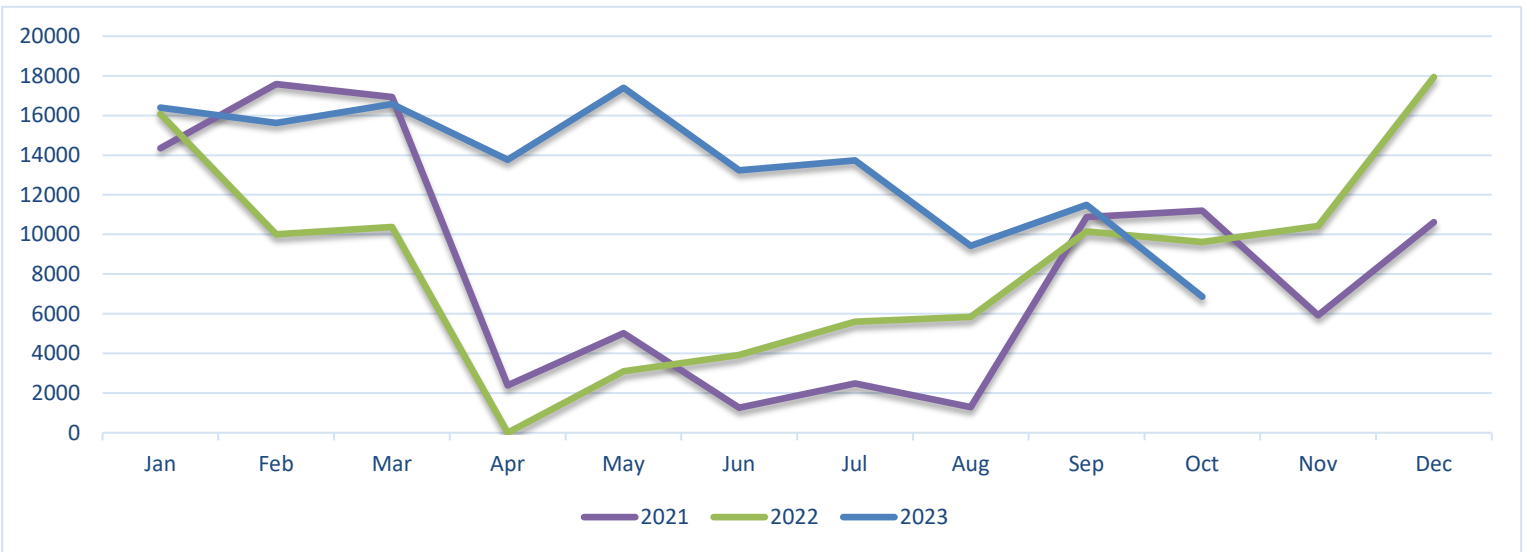
Account Number	Current Month	30 Day Balance	60 Day Balance	90 Day Balance	Total Balance
48326	658.10	652.92	622.73	0.00	1,933.75
58489	616.21	611.36	581.52	0.00	1,809.09
3094	570.27	565.80	536.33	0.00	1,672.40
55891	595.10	573.24	527.15	0.00	1,695.49
4134	1,388.36	1,056.86	504.78	0.00	2,950.00
60043	507.71	503.76	482.71	0.00	1,494.18
55740	511.94	507.95	478.96	0.00	1,498.85
47248	544.70	540.44	436.80	0.00	1,521.94
3530	539.24	535.02	419.86	0.00	1,494.12
46009	468.62	464.98	381.69	0.00	1,315.29
58184	27.84	27.84	344.09	0.00	399.77
59268	290.96	288.78	261.60	0.00	841.34
58897	216.19	214.63	213.06	0.00	643.88
2093	513.82	509.83	156.42	0.00	1,180.07
57927	161.44	160.32	118.60	0.00	440.36
55462	134.33	134.33	112.97	0.00	381.63
59757	104.87	101.19	72.64	0.00	278.70
42228	920.96	922.33	71.01	0.00	1,914.30
57443	89.19	88.67	63.14	0.00	241.00
48253	88.67	48.79	19.22	0.00	156.68
<b>Total</b>	<b>\$ 8,948.52</b>	<b>\$ 8,509.04</b>	<b>\$ 6,405.28</b>	<b>\$ -</b>	<b>\$ 23,862.84</b>



Santa Cruz Port District  
**90+ DAY DELINQUENT ACCOUNTS**

*The following accounts have balances 90 days delinquent or greater as of October 16, 2023*

Account Number	Current Month	30 Day Balance	60 Day Balance	90+ Day Balance	Total Balance	Commercial Slip	Action
55454	1,131.21	1,126.35	1,117.32	510.86	3,885.74		Revoke
2002	-	430.85	427.57	935.87	1,794.29		Bad Debt
58302	67.15	67.15	67.15	228.62	430.07		Revoke
29726	-	-	-	420.21	420.21		Bad Debt
59015	89.72	89.19	88.67	63.14	330.72		Revoke
<b>Total</b>	<b>\$ 1,288.08</b>	<b>\$ 1,713.54</b>	<b>\$ 1,700.71</b>	<b>\$ 2,158.70</b>	<b>\$ 6,861.03</b>		





TO: Port Commission  
FROM: Sean Rothwell, Assistant Harbormaster  
DATE: October 6, 2023  
SUBJECT: Harbor Patrol Incident Response Report – September 2023

***Search and Rescue, Patrol Boat Response***

- 9/2/23 Harbor Patrol responded to a report of three surfers in distress in the area of Pleasure Point. Upon arrival, the three surfers self-rescued. Harbor Patrol returned to the harbor without incident.
- 9/3/23 Harbor Patrol responded to a report of a vessel dragging anchor in the area of Seabright Beach. Upon arrival, Harbor Patrol towed the unattended vessel away from shore. TowBoatUS towed the vessel back to the harbor without incident.
- 9/3/23 Harbor Patrol responded to a report of a capsized kayak in the area of the harbor entrance. Upon arrival, the victim was being assisted by State Park personal watercraft (PWC) units. Harbor Patrol recovered the kayak. No injuries were reported.
- 9/3/23 Harbor Patrol responded to a report of a vessel in distress in the area of Seascape Beach. Upon arrival, Harbor Patrol contacted the vessel operator who indicated there was a sail malfunction. The operator was able to repair the sail without assistance and continued underway. Harbor Patrol returned to the harbor without incident.
- 9/3/23 Harbor Patrol responded to a report of a disabled vessel in the area of Seacliff State Beach. Upon arrival, the vessel operator had restored power and was underway. Harbor Patrol returned to the harbor without incident.
- 9/9/23 Harbor Patrol responded to a report of a medical emergency in the area of V-Dock after a subject who had a known history of seizures was found unconscious in the water. Upon arrival, Harbor Patrol took over administering CPR and deployed an AED until Santa Cruz Fire and paramedics arrived and continued resuscitation efforts. Despite lifesaving efforts, the subject did not survive.
- 9/17/23 Harbor Patrol responded to a report of a capsized catamaran in the area of the harbor entrance. Upon arrival, the vessel had been righted, but two subjects were struggling in the water. Harbor Patrol assisted the two subjects and provided an escort back to the harbor.
- 9/25/23 Harbor Patrol responded to a report of a swimmer in distress in the area of 36<sup>th</sup> Avenue. Upon arrival, the swimmer self-rescued. Harbor Patrol returned to harbor without incident.

- 9/26/23 Harbor Patrol responded to a report of a vessel anchored in high surf in the area of Steamer Lane. Upon arrival, the vessel operator was contacted and advised to seek refuge in Santa Cruz Harbor. Harbor Patrol provided an escort to the harbor.
- 9/30/23 Harbor Patrol responded to a report of a missing swimmer in the area of Laguna Beach. Upon arrival, the swimmer was located safely on shore. Harbor Patrol returned to the harbor without incident.

***Crime Reports, Assist Outside Department, and Incident Reports***

- 9/5/23 Harbor Patrol took an incident report after a vessel underway hit a wave resulting in minor injuries to the operator.
- 9/19/23 Harbor Patrol responded to a report of an unclothed subject causing a disturbance in the area of Harbor Beach. Once on scene, Harbor Patrol requested assistance from Santa Cruz County Behavioral Health, as it was determined that the subject involved was experiencing a mental health crisis. The subject was admitted to the Psychiatric Health Facility for further evaluation.
- 9/20/23 Harbor Patrol responded to a report of an intoxicated subject at a harbor restaurant. The subject was taken into custody for public intoxication and transported to Dominican Hospital by Harbor Patrol for evaluation.
- 9/25/23 Harbor Patrol took a stolen property report after tools were reported missing from inside a locked shed in the area of FF-Dock. A review of security footage showed no suspect information.
- 9/29/23 Harbor Patrol responded to a report of a medical emergency in the area of F-dock after a subject suffered from a possible stroke. Upon arrival, Harbor Patrol evaluated the subject until paramedics arrived and transported the victim to Dominican Hospital for further evaluation.

***Parking Citations:***

September 2023 Parking Citations:	325
September 2022 Parking Citations:	329

**From:** [Chris Monahan](#)  
**To:** [scpd@SCPD](mailto:scpd@SCPD)  
**Subject:** Port Commissioners Meeting October 24, 2023  
**Date:** Sunday, October 15, 2023 5:46:24 PM

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Dear Commissioner Gertler, Chair; Commissioner Reed, Vice-Chair; Commissioner Smith; Commissioner Goddard and Commissioner Geisreiter,

Thank you for your service to the community. I know you have made many important decisions regarding the Santa Cruz Harbor and what services are provided and needed.

I read your Mission Statement which stated:

The primary mission of the Santa Cruz Port Commission is to ensure that Santa Cruz Harbor is a viable operational and financial entity, providing a full array of boating and marine related opportunities for the public. It lists the Port Commission goals that you have adopted.

I've been enjoying the Santa Cruz Harbor for many years which includes riding the "Never Late" Water Taxi and the previous Water Taxi "Free Ride". It serves the harbor and the community from Memorial Day Weekend through Labor Day Weekend. The taxi provides a much needed service that picks up and drops off passengers at restaurants, Crows Nest Store, Ukulele on Saturdays, boaters, customers vehicles, bicycles, Car Show and weekly Concerts at the Crows Nest on Thursday nights and the beach.

The Boardwalk is a major attraction in Santa Cruz. It's exciting and brings revenue to Santa Cruz. All the rides, especially the Big Dipper are all lite up at night. I saw "Laughing Sal" who was brought here from "Playland at the Beach" and the "Fun House" in San Francisco years ago. What it doesn't have is Santa Cruz Harbor. The harbor and especially the Water Taxi is the best gem in the Santa Cruz area.

The staff take time to speak with everyone individually. They're very warm and welcoming. They have always put the safety of the passengers first. They answer questions about the wildlife and history of the harbor. It's an incredible crew and it's a pleasure to go to the harbor to see everyone and to be on the water taxi. They point out seals for the children on board. Everyone cherishes being able to ride the water taxi. There's a great sense of community onboard. I've met birders that bring their binoculars to see the birds in nests. I've met people from Switzerland and elsewhere.

I respectfully request that you consider adding the water taxi service back until Thanksgiving.

I've heard a lot of interest from the community that they would like to have the water taxi brought back into service. Another additional possibility is to have the water taxi run on Christmas Eve and/or Christmas Day. Newport Beach has a lighted yacht parade that runs from 5 to 7 nights. It would be nice to add some lights on the boat and run it during the holidays (weather permitting). It would generate quite a bit of interest. I will try to attend the Port Commission Meeting on Tuesday, October 24, 2023. Thank you for your time and consideration.

Respectfully,  
Christina Monahan

# Santa Cruz Port District

## Port Commission Review Calendar / Follow-Up Items 2023-24

### 2023

#### January-March

- ✓ Committee Assignments for 2023
- ✓ Sea Scouts' Biannual Report
- ✓ FY 24 Budget
- ✓ Review 5-year CIP
- ✓ Slip Vacancy Biannual Report / Waiting List Statistics
- ✓ Form 700 Filing (due by 3/31 each year)
- ✓ Biennial Anti-Harassment/Anti-Discrimination Training
- ✓ Crow's Nest Beach Market Rent Review at Option Period Ending 4/30/2023  
*2 (5) year options to extend*
- ✓ Intero Real Estate Rent Review at Option Period Ending 5/31/2023  
*1 (5) year option to extend*

#### April-June

- ✓ Dredge Report 2022-23 (moved to August)

#### July-September

- ✓ Annual O'Neill Sea Odyssey Report (annual review of slip rent reduction. PC action Jul-07)
- ✓ Sea Scouts' Biannual Report
- ✓ Slip Vacancy Biannual Report / Waiting List Statistics

#### October-December

- Mid Fiscal Year Review of CIP
- Review of CalPERS Actuarial Valuation Report
- Annual Vessel Use List Review
- Annual Review of Business Use of Slips
- Ethics Training Update (due by year end)
- Port Commission Officers for 2024

### Committee Review Items

- ✓ Comprehensive Review of Charter Fees and Public Benefit Discount Policy (January – April 2023)

### 2024

#### January-March

- Committee Assignments for 2024
- Sea Scouts' Biannual Report
- FY 25 Budget
- Review 5-year CIP
- Slip Vacancy Biannual Report / Waiting List Statistics
- Form 700 Filing (due by 3/31 each year)

#### April-June

- Café El Palomar Lease Exp. 7/31/2024  
*2 (5) year option to extend / rent review at first or second option period*
- Biennial Update to Conflict-of-Interest Code

#### July-September

- Annual O'Neill Sea Odyssey Report (annual review of slip rent reduction. PC action Jul-07)
- Dredge Report 2023-24
- Sea Scouts' Biannual Report
- Slip Vacancy Biannual Report / Waiting List Statistics

#### October-December

- Mid Fiscal Year Review of CIP
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- Annual Vessel Use List Review
- Annual Review of Business Use of Slips
- Ethics Training Update (due by year end)
- Port Commission Officers for 2024

### Future Calendar

- 7<sup>th</sup> and Brommer Property Assessment
- ABC End-Tie Review after Murray Street Bridge Retrofit
- Pedestrian Traffic Safety Improvements Review

### Key

- Pending
- In process
- ✓ Done

Updated 10/17/2023  
CommissionReviewCalendar-2023.doc