

Santa Cruz Port District
135 5th Avenue
Santa Cruz, CA 95062
831.475.6161
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www.santacruzharbor.org



PORT COMMISSIONERS:
Toby Goddard
Dennis Smith
Reed Geisreiter
Stephen Reed
Darren Gertler

Special Closed Session of February 13, 2018

**Santa Cruz Port Commission
MINUTES**

Commissioners Present:

Dennis Smith Chairman
Toby Goddard Commissioner
Reed Geisreiter Commissioner
Darren Gertler Commissioner

Commissioners Absent:

Stephen Reed Vice-Chairman

SPECIAL PUBLIC SESSION – 6:00 PM

Chairman Smith brought the special c session to order at 6:00 PM at the Santa Cruz Harbor Office, 135 Fifth Avenue, Santa Cruz, CA 95062.

1. Oral Communication
2. Announcement of Closed Session Pursuant to Government Code (Ralph M. Brown Act) Section 54956.9

At 6:01 PM, Chairman Smith announced the Commission will meet in closed session to discuss agenda item 3.

SPECIAL CLOSED SESSION

3. Conference with Legal Counsel - Potential Litigation (1 Case)

SPECIAL PUBLIC SESSION

4. Action and Vote Disclosure after Closed Session Pursuant to Government Code (Ralph M. Brown Act) Section 54957.1.

Chairman Smith announced that the Commission took no reportable action in closed session on item 3.

Chairman Smith adjourned the special open session following the closed meeting at 6:25 PM.

Dennis Smith, Chairman



Special Public Budget Session of February 13, 2018

**Santa Cruz Port Commission
MINUTES**

Commissioners Present:

Dennis Smith Chairman
Toby Goddard Commissioner
Reed Geisreiter Commissioner
Darren Gertler Commissioner

Commissioners Absent:

Stephen Reed Vice-Chairman

SPECIAL PUBLIC BUDGET SESSION – 7:00 PM

Chairman Smith brought the special public budget session to order at 7:00 PM at the Santa Cruz Harbor Public Meeting Room, 365 A Lake Avenue, Santa Cruz, CA 95062.

1. Pledge of Allegiance
2. Oral Communication (*There was no discussion on this agenda item*)
3. Approval of Extended Warranty Contracts with Caterpillar (*Twin Lakes C32 and C18 engines; D6K Dozer*)

Discussion: Port Director Olin recommended approval of extended warranty contracts with Caterpillar for *Twin Lakes*' C32 and C18 engines and the District's D6K dozer. She stated that these three pieces of equipment are vital to the day-to-day dredging operation.

Port Director Olin stated that funding for the three extended warranties is an unanticipated expense in FY18 and will be paid for out of the dredge program.

In response to a question posed by Chairman Smith, Port Director Olin stated that the terms of the warranties for the C32 and C18 engines commence on the date of manufacture, so the 5,000 hour warranty term will be reduced by each of the engine's current hours usage.

Port Director Olin stated that in addition to total warranty cost, an inspection fee of \$1,888 will be charged for the C32 and C18 engines. She noted that the inspection fee includes an oil change for both pieces of equipment. The D6K Dozer warranty does not require an inspection.

Commissioner Goddard asked when the standard warranty for the C32 and C18 engines expired. Port Director Olin stated the standard warranty expired in November 2017.

In response to a question posed by Commissioner Gertler, Port Director Olin confirmed that due to operating the D6K dozer in a marine environment, certain warranty exclusions may apply.

A discussion ensued about warranty exclusions and limitations. Port Director Olin stated that the extended warranties for the C32 and C18 engines do not cover routine maintenance, or consumable products such as oil, filters, and belts. Additionally, "mechanical breakdowns," caused by regular wear and tear, are not covered.

MOTION: Motion made by Commissioner Geisreiter, seconded by Commissioner Gertler, to approve the extended warranty contracts with Caterpillar.

Commissioner Goddard stated that he is usually not supportive of purchasing warranty coverage from a company that presumably manufactures high quality equipment.

Chairman Smith stated that the purchase of the extended warranties will provide additional protection against unanticipated repairs that could potentially inhibit the dredging operation. Port Director Olin agreed, emphasizing that the warranties will reduce expenses associated with any unforeseen repairs.

MOTION: Motion made by Commissioner Geisreiter, seconded by Commissioner Gertler, to approve the extended warranty contracts with Caterpillar.
– *Motion carried. Vice-Chairman Reed ABSENT.*

4. Authorization to Purchase Used Shuttle Van (NTE \$25,000)

Discussion: Port Director Olin stated that the District's existing shuttle van is currently inoperable due to numerous electrical, mechanical and suspension issues. She stated that the cost of repairs has increased to the point where replacement is warranted.

Harbormaster Marshall stated that staff recommends purchasing a replacement van in the current fiscal year to ensure operability by the opening of salmon season, beginning in early April 2018. She stated that staff utilizes the shuttle van to transport daily launchers from the launch ramp to the 7th and Brommer overflow parking lot, and staff and equipment throughout the harbor.

Harbormaster Marshall stated that funding for a replacement shuttle van is an unanticipated expense in FY18. She stated that the existing van will be surplus (value is less than \$5,000), to help offset costs.

In response to a question posed by Commissioner Gertler, Harbormaster Marshall stated that staff intends to purchase a van with a transport capacity

of eight passengers, which does not require the vehicle operator to possess a Class B driver's license.

A discussion ensued regarding vehicle maintenance records. Commissioner Goddard suggested that staff maintain a consolidated record of current vehicles with their corresponding maintenance schedules. Chairman Smith agreed, emphasizing that an up-to-date vehicle maintenance schedule may help reduce unanticipated expenses as a result of unforeseen maintenance or repair issues. Port Director Olin commented that the Facilities Department maintains records of all vehicle maintenance.

MOTION: Motion made by Commissioner Goddard, seconded by Commissioner Geisreiter, to authorize the purchase of a used shuttle van for the Operations Department, in an amount not-to-exceed \$25,000.
- *Motion carried. Vice-Chairman Reed ABSENT.*

5. Review of Draft FY19 Budget and 5 Year Capital Improvement Plan (FY19 – FY23)

Discussion: Port Director Olin presented the FY19 Draft Budget and highlighted the following:

- FY18 revenue increased by approximately \$255,000 over FY17, primarily due to increased revenue in the following categories:
 - Fuel Revenue
 - Tenant Utilities and Concession Rents
 - Visitor berthing
- Revenues exceed budget by approximately \$190,000.
- Expenses are projected to be approximately \$138,000 below budget due to the following:
 - Overall expense savings
 - Savings in Administrative programs' labor costs
 - Includes higher personnel costs for new labor agreements and salary schedules (4th quarter FY18)
- On a cash basis, projected income, exceeds \$1,500,000 (prior to FY18 adjustments)

Port Director Olin stated that the budget approach for FY19 will focus on the following:

- Meet Reserve Policy goals and objectives
- Fund major infrastructure projects (Aldo's seawall replacement and Pile Replacement Phase I Project)
- Develop spending and operating plan for FY19 to maintain services; fund approved labor contracts
- Fund necessary Capital Improvement Projects to meet needs of operation, harbor users and tenants; address deferred maintenance

- Increase funding for Dredge Program repair and maintenance (*Twin Lakes, Dauntless, Squirt* and other equipment)
- Conservative revenue projections and ensure cost recovery where practicable
- Maintain flexibility to allow response to changing and competing priorities

Port Director Olin reviewed the FY19 Salary and Benefit Costs and highlighted the following:

- Converts two existing provisional employees to full-time equivalent (FTE) status, increasing FTE count from 27 in FY18 to 29 in FY19;
- Customer Service Representative is budgeted in the Administration Department, but labor has been allocated to Operations Department (Marina Management);
- Contract landscaping service was eliminated in FY18. Landscaping and grounds services are currently being performed in-house, increasing Personnel Services expense and reducing Services & Supplies expense.

Port Director Olin reviewed the FY19 Dredge Operations budget. She stated that a \$378,258 contribution from anticipated FY18 proceeds to the Dredge Intermediate Fund will help fund the following highlighted expenditures:

- \$172,000 for *Twin Lakes* (fabrication of new snorkel)
- \$277,000 for major overhaul of *Dauntless* (haul, sandblast, paint, zincs, A-frame fabrication, replace flooring / decking, and fendering system; Skagit winch replacement)
- \$10,000 to replace check valve on *Squirt*
- \$75,000 in ancillary equipment (anchors, pipe and valves)

Port Director Olin reviewed projected FY18 revenues and expenses for the boatyard. She stated that though the boatyard is projected to be profitable in FY18, some boatyard expenditures are captured in other programs.

Port Director Olin reviewed projected FY18 revenues and expenses for the fuel service operation. She stated that the fuel service operation is on track for a modest profit in FY18.

Port Director Olin reviewed recommended FY19 Capital Improvement Projects (CIP) funding:

- Piling Replacement Program - \$554,400
- Dock Upgrades Project - \$50,000
- West Side Seawall Reconstruction - \$1,600,000
- Minor Building Restoration Projects - \$80,000

- Restroom Building Rehabilitation - \$25,000
- Harbor Roads and Parking Lots Pavement Management - \$58,000
- Parking Pay Stations - \$30,000
- *Pappy Park* - \$20,000
- Sanitary Sewer Lift Station Upgrades - \$150,000
- Aeration System Upgrades - \$10,000
- Boatyard Sump Pump Replacement (Stormwater System Upgrades) - \$36,000
- 7th and Brommer Master Plan - \$10,000

Port Director Olin stated that the total proposed CIP budget for FY19 is \$2,668,400. She stated that the CIP list is extensive and staff does not anticipate completing every project within this budget year.

A discussion ensued about the seawall replacement project. Port Director Olin stated that Dale Hendsbee of Mesiti-Miller Engineering will present at the March 2018 Commission Meeting, on the Aldo's Seawall Replacement Project.

Port Director Olin stated that there are three new projects funded in FY19:

- Stormwater system upgrades
- *Pappy park*

Port Director Olin added that some funding is also set aside in FY19 for the District's cost share for future grant-funded patrol boat replacement.

Slip renter Ed Ekers stated that he is supportive of funding the *Pappy Park* Project in the FY19 CIP, and hopes that the project is completed in a timely manner. Chairman Smith expressed his support for this project, and stated that staff and the Commission will review the potential park locations. The Commission expressed support for *Pappy Park*.

The Commission reviewed and discussed the proposed FY19 CIP budget.

Commissioner Goddard questioned Harbormaster Marshall as to whether the harbor currently has 24/7 coverage by a Deputy Harbormaster. Harbormaster Marshall stated that First Alarm security is utilized from 12 AM to 6 AM, every night. Commissioner Goddard recommended that the statement about the 24/7 coverage be amended in the draft budget.

Port Director Olin stated that the draft FY19 budget does not include a proposed slip rent increase. Port Director Olin stated that a 1% increase to slip fees equates to approximately \$42,000 in additional revenue. She noted that this figure does not include dry storage slip rent in the calculation, or

other impacted fees, which increases the calculation to approximately \$47,000.

A discussion ensued about the implementation of a slip fee increase.

Slip renter Richard Bartlett stated that the Port District is financially stable and expressed his opinion that a slip rent increase should not be imposed. He thanked Port Director Olin for her hard work on the FY19 budget.

Commissioner Goddard stated that imposing a slip rent increase will ensure the District keeps pace with CPI and provides funding for maintenance and infrastructure needs. He stated that the harbor always needs maintenance on infrastructure and this increase will help offset those expenditures. He suggested that a 2.5% slip rent increase be applied in FY19.

Commissioner Geisreiter expressed his support for a slip rent increase, noting that the increased revenue will help offset costs associated with future CIP needs. He pointed out that projected CIP needs appear to be on the order of \$1,000,000 per year, versus \$500,000. Commissioner Geisreiter expressed his belief that a 2.5% CPI increase may be too high, and suggested that the Commission consider a 2% slip rent increase.

Chairman Smith stated that he is supportive of a 2% slip rent increase, noting that a small increase in slip rent is necessary to offset future costs and prevent rate shock in future years.

Commissioner Gertler stated that he is supportive of a 1% slip rent increase, noting that the Port District is fiscally stable.

Commissioner Goddard commented that a 2% slip rent increase appears to reflect a compromise position among the Commission. Further discussion ensued, and there was consensus to direct staff to include a 2% slip rent increase in the FY19 draft budget.

Port Director Olin stated that the final budget will be presented for approval at the Commission's February 27, 2018, meeting.

MOTION: Motion made by Commissioner Gertler, seconded by Commissioner Goddard to accept the draft budget and incorporate a 2% slip rent increase for final review and action at the regular public session on February 27, 2018.
– *Motion carried. Vice-Chairman Reed ABSENT.*

6. FY16 and FY17 Debt Service Coverage Ratio (Corrected)

Discussion: Port Director Olin stated that the F16 and F17 corrected debt service coverage ratio (DSR), is included to reflect reimbursement received from the US Army Corps of Engineers and grant funding.

Chairman Smith adjourned the special public budget session at approximately 8:44 pm.

Dennis Smith, Chairman



Special Closed & Regular Public Session of February 27, 2018

**Santa Cruz Port Commission
MINUTES**

Commissioners Present:

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

SPECIAL PUBLIC SESSION – 6:00 PM

Chairman Smith brought the special public session to order at 6:00 PM at the Santa Cruz Harbor Office, 135 Fifth Avenue, Santa Cruz, CA 95062.

1. Oral Communication
2. Announcement of Closed Session Pursuant to Government Code (Ralph M. Brown Act) Section 54956.8.

At 6:01 PM, Chairman Smith announced the Commission will meet in closed session to discuss agenda item 3.

SPECIAL CLOSED SESSION

3. Conference with Real Property Negotiators
Agency Designated Representative: M. Olin
Negotiating Parties: 2222 East Cliff Drive, Suite 140/150
Under Negotiation: Lease

SPECIAL PUBLIC SESSION

4. Action and Vote Disclosure after Closed Session Pursuant to Government Code (Ralph M. Brown Act) Section 54957.1.

Chairman Smith announced that the Commission took no reportable action in closed session on item 3.

Chairman Smith adjourned the special open session following the closed meeting at 6:27 PM.

REGULAR PUBLIC SESSION – 7:00 PM

Chairman Smith brought the regular public session to order at 7:00 PM at the Santa Cruz Harbor Public Meeting Room, 365 A Lake Avenue, Santa Cruz, CA 95062.

5. Pledge of Allegiance
6. Oral Communication

Chairman Smith stated that the Commission took no reportable action in closed session on agenda item #3.

Commissioner Goddard stated that he had the opportunity to meet with the Santa Cruz Yacht Club Board of Directors. He stated that the Port District and Yacht Club continue to maintain a good working relationship, and the Yacht Club looks forward to celebrating its 90th anniversary in April 2018.

CONSENT AGENDA

7. Approval of Minutes
 - a) Special Closed & Regular Public Session of January 23, 2018
8. Approval of O'Neill Sea Odyssey Sublease – 2222 East Cliff Drive, Suite 216 (Tenant: Mary Morgan, dba Ancient Waves Wellness)
9. Approval of O'Neill Sea Odyssey Sublease – 2222 East Cliff Drive, Suite 220 (Tenant: Estriatus Law)

MOTION: Motion made by Commissioner Geisreiter, seconded by Commissioner Goddard to approve the consent agenda.

Discussion: Commissioner Goddard requested that the sublease agreement for 2222 East Cliff Drive, Suite 220, (tenant: Estriatus Law), be updated to reflect the current year on the signature page.

MOTION: Motion made by Commissioner Reed, seconded by Commissioner Goddard to approve the consent agenda.
– *Motion carried unanimously.*

REGULAR AGENDA

10. 2018 Election of Regular Special District Member on the Consolidated Redevelopment Oversight Board for Santa Cruz County

Discussion: There was consensus among the Commission to authorize the Port Director to vote for Reed Geisreiter for regular special district member on the Consolidated Redevelopment Oversight Board for Santa Cruz County.

MOTION: Motion made by Commissioner Goddard, seconded by Vice-Chairman Reed to authorize Port Director Olin to vote for candidate Reed Geisreiter for regular special district member on the Consolidated Redevelopment Oversight Board for Santa Cruz County (LAFCO).
– *Motion carried unanimously.*

11. Authorization to Dispose of Surplus Property and Authorization to Purchase Used Backhoe (NTE \$40,000)

Discussion: Facilities Maintenance and Engineering Manager (FME) Kerkes requested that the Commission authorize the surplus of the District's Caterpillar 924G Front End Loader and the Kubota Backhoe in accordance with Port Commission policies. Additionally, he requested approval to purchase a replacement backhoe in an amount not-to-exceed \$40,000.

FME Kerkes stated that staff anticipates that the surplus of both pieces of equipment (loader and backhoe) at auction, will generate approximately \$35,000 to \$40,000. He stated that the auction proceeds will be applied towards the purchase of a replacement backhoe to offset costs.

In response to a question posed by Vice-Chairman Reed, FME Kerkes stated that the Port District's current loader is used on a minimal basis, and that purchasing a replacement loader is not recommended.

Port Director Olin explained that at the time the loader was acquired, it was hoped that the rubber tires would reduce noise complaints related to the D5G dozer's tracks. Additionally, personnel at the time had specialized experience operating the loader. She reported, the loader has not performed as well as expected, explaining it is more difficult to move pipe with the loader and it is problematic operating in the surf zone. Port Director Olin reported that the Follow-On Dredge Options Analysis Report to the Coastal Commission includes a section about the loader and the District's plans to put it out of service.

FME Kerkes stated that if the surplus items do not generate the expected \$35,000 to \$40,000 at auction, staff will use a combination of line items from the facilities and dredge departments to cover the remaining costs for purchase of a replacement backhoe.

Commissioner Goddard stated that he is not supportive of donating the surplus equipment (an option listed in the staff recommendation), since the auction proceeds are anticipated to help fund the purchase of a replacement

backhoe. Port Director Olin agreed and stated that the donation option proposed in the staff report is included as part of the policy language.

MOTION: Motion made by Commissioner Goddard, seconded by Vice-Chairman Reed to declare the Port District's Caterpillar 924G front-end loader and Kubota backhoe as surplus property and authorize the Port Director to dispose of the equipment through auction or sale, in accordance with Port Commission policies; and approve the purchase of a used backhoe in an amount not-to-exceed \$40,000.
- *Motion carried unanimously.*

12. Review / Approval of FY19 Budget and 5-Year Capital Improvement Projects (CIP)

Discussion: Port Director Olin reviewed the proposed FY19 budget, and highlighted the following:

- 2% increase applied to slip fees (generating approximately \$42,000 per 1%)
- \$2,668,400 CIP budget for FY19, prioritizing the following projects:
 - Pile Replacement Project (\$554,000)
 - West Side Seawall Reconstruction (\$1,600,000)
 - Harbor Security Upgrades (45,000)
- Conversion of two existing provisional employees to full-time equivalent (FTE) status, increasing FTE count from 27 in FY18 to 29 in FY19.

Port Director Olin stated that two proposed projects in the CIP, the Harbor Security Infrastructure/Dock Upgrades Project and *Pappy* Park, will be presented to the Commission for discussion and review prior to implementation.

Slip renter Ed Ekers expressed his support for *Pappy* Park, and requested that an ad hoc committee be formed to receive public input and assist with development. Mr. Ekers suggested that members of the public be included as part of the ad hoc committee.

A discussion ensued regarding *Pappy* Park. There was consensus among the Commission to work with staff to determine a location for the park, and consider forming an ad hoc committee to assist with the process.

In response to a question posed by Vice-Chairman Reed, Port Director Olin stated that the Ice Production Program in the Facilities Maintenance and Engineering Summary will be revised to Fishery Support.

A discussion ensued about alternate investment opportunities for the District. Commissioner Goddard suggested that staff research alternate investment opportunities outside of LAIF. Port Director Olin stated that staff is currently working on different investment options and will make a presentation to the Commission at a future meeting.

Commissioner Goddard thanked staff for their time and effort in preparing the FY19 budget. There was consensus among the Commission to approve the FY19 budget and 5-year CIP.

MOTION: Motion made by Commissioner Goddard, seconded by Commissioner Gertler to approve the FY19 budget and capital improvement projects.
- *Motion carried unanimously.*

13. Approval of Cash / Payroll Disbursements – January 2018

Discussion: Vice-chairman Smith asked for additional information on Warrant #49239 – Hazmat Disposal. Port Director Olin stated that she will follow-up to receive additional information.

Vice-chairman Smith asked for additional information on Warrant #49249 – Boatyard TraveLift Repairs. Harbormaster Marshall stated that staff replaced the wire rope on the Boatyard’s TraveLift.

Commissioner Goddard asked for additional information on Warrant #49247– Security Patrol. Harbormaster Marshall stated that First Alarm security is utilized nightly from 12 AM to 6 AM, and service is paid on a monthly basis.

MOTION: Motion made by Vice-Chairman Reed, seconded by Commissioner Geisreiter to approve the Cash / Payroll Disbursements for January 2018, in the amount of \$1,065,795.63.
- *Motion carried unanimously.*

INFORMATION

14. Port Director’s Report

Twin Lakes Beachfront Project Update

Port Director Olin stated that the County anticipates a project completion date in May 2018. She stated that the two-way traffic circulation along East Cliff drive will be restored when the project is complete. She reported that testing of the concrete footing has delayed application of the shotcrete.

Online Bill Pay System Upgrade

Port Director Olin stated that the harbor's online bill pay system has been experiencing technical difficulties over the last several weeks, and that staff is working to launch a new system, hopefully by the end of the week.

Aldo's Seawall Reconstruction

Port Director Olin stated that Dale Hendsbee of Mesiti-Miller Engineering will give a presentation on the Aldo's Seawall Replacement Project at next month's Commission meeting.

Accounting Technician Position

Port Director Olin welcomed and introduced the District new Accounting Technician, Mark Eldridge.

Form 700 Filing

Port Director Olin stated that the Santa Cruz County Form 700 filing deadline is April 1, 2017. She stated that forms can now be filed electronically on the County's website.

Special Public Policy Committee Meeting

Port Director Olin stated that a special public policy committee meeting is scheduled for Tuesday, March 13, 2018, at 5:30 PM, at Hotel Paradox, to discuss development and implementation of a new policy addressing vessel insurance requirements for slip renters. She encouraged all slip renters to attend and participate in the discussion.

Commissioner Goddard suggested including meeting information on the District's FY19 rate increase mailout.

15. Harbormaster's Report *(There was no discussion on this agenda item)*

16. Facilities Maintenance & Engineering Manager's (FME) Report

Facilities Maintenance & Engineering Manager (FME) Kerkes stated that maintenance crews have successfully fabricated an aluminum dock gate prototype to support a new electronic gate key system. He invited Commissioners to view the prototype.

A discussion ensued regarding the dock upgrade / harbor security project. Port Director Olin stated that an update on the project will be presented to the Commission for discussion and review prior to implementation.

17. Review of Delinquent Accounts *(There was no discussion on this agenda item)*

18. Review of Financial Reports *(There was no discussion on this agenda item)*

- a) Comparative Seasonal Revenue Graphs

19. Crime / Incident / Citation Report – January 2018 *(There was no discussion on this agenda item)*

20. Written Correspondence

- a) Email from D. Doolin to Port Commission
- b) Email from Harbormaster Marshall to D. Doolin

A discussion ensued regarding Mr. Doolin's email. Harbormaster Marshall stated that Harbor Patrol (and First Alarm security), remains diligent in routine security checks and responding to illegal encampments in the harbor area.

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

Chairman Smith adjourned the regular public session at 8:03 pm.

Dennis Smith, Chairman

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PORT COMMISSIONERS:
Toby Goddard
Dennis Smith
Reed Geisreiter
Stephen Reed
Darren Gertler

TO: Port Commission
FROM: Marian Olin, Port Director
DATE: March 14, 2018
SUBJECT: Aldo's Seawall Replacement Project Update by Mesiti-Miller Engineering

INFORMATION

Dale Hendesbee of Mesiti-Miller Engineering will provide an update on the Aldo's Seawall Replacement project. He will review the schedule, permitting, and bidding and construction methodology.

ATTACHMENT: A. Preliminary Project Schedules / Cost Estimates
B. Plans* (Not for Construction)

* Available to the public upon request



Project Schedule for Design and Permitting of Seawall Replacement Aldo's Restaurant

MME Job No.: 17138

Date: 3/12/18

Milestone Event

Completion Date

Notice to proceed

May 1, 2017 - Week 1

Attend kickoff meeting

May 8, 2017 - Week 2

Site visit / information gathering / coordination

May 15, 2017 - Week 3

Soils investigation / Topographic Survey

July 10, 2017 - Week 11

50% Design Development

August 28, 2017 - Week 18

Review 50% plans with District - meeting #1

August 28, 2017 - Week 18

District 50% plan review #1

September 4, 2017 - Week 19

Start CEQA / Permitting (Task 2) *

September 11, 2017 - Week 20

90% Construction Documents

March 19, 2018 - Week 47

Review 90% plans with District - meeting #2

March 26, 2018 - Week 48

District 90% plan review #2

April 9, 2018 - Week 50

Review comments with District - meeting #3

April 16, 2018 - Week 51

100% Construction Documents

April 30, 2018 - Week 53

Attend public meeting to present final design

May 21, 2017 - Week 56

Complete Permitting (Task 2) *

May 28, 2018 - Week 57

Project Complete - Ready for Bid / Construction

June 18, 2018 - Week 60

**Permitting (Task 2) assumed to be ongoing during design phase (Task 1)*

Preliminary

01/15/2018 2:44:32 PM

For Review

01/15/2018 2:44:44 PM

14:37
Aldo Sea Wall- 50% Design

01/15/2018
A087255R4

BID TOTALS

<u>Biditem</u>	<u>Description</u>	<u>Status - Rnd</u>	<u>Quantity</u>	<u>Units</u>	<u>Unit Price</u>	<u>Bid Total</u>
100	Mobilize Demolition Equipment		1.000	EA	10,681.40	10,681.40
200	Disconnect Utilities & Demolish Building		1.000	LS	57,777.52	57,777.52
300	Locate & Expose Existing Tiebacks		1.000	LS	18,492.33	18,492.33
400	Mobilize Truck Crane Equipment		1.000	EA	38,548.94	38,548.94
500	Supply & Deliver Temporary Trestle Material		1.000	LS	101,349.44	101,349.44
600	Install Temporary Trestle		1.000	LS	52,658.16	52,658.16
700	Cut Deck Section for Sheet Pile Installation		1.000	LS	21,690.10	21,690.10
800	Mobilize Rip Rap Excavation Equipment		1.000	EA	1,662.61	1,662.61
900	Remove West End Rip Rap		1.000	LS	26,261.63	26,261.63
1000	Mobilize Pre-Drill and Pile Installation Rig		1.000	EA	6,650.47	6,650.47
1100	Pre-Drill for Sheet Piles		150.000	LF	294.23	44,134.50
1200	Furnish & Install Sheet Piles		150.000	LF	3,388.05	508,207.50
1300	Mobilize Tie Back Equipment		1.000	LS	10,108.70	10,108.70
1400	Install Tiebacks		1.000	LS	206,015.66	206,015.66
1500	Re-instate Rip-Rap on West End		1.000	LS	26,261.63	26,261.63
1600	Install Stone Fill		280.000	TNS	100.86	28,240.80
1700	Install RC Pile Cap		150.000	LF	295.42	44,313.00
1800	Re-instate Deck & Access Ramps		1.000	LS	25,275.05	25,275.05
1900	Remove Temporary Trestle		1.000	LS	22,059.52	22,059.52
2000	Grout Sinkholes		1.000	LS	9,975.70	9,975.70
2100	Grade Site		1.000	LS	3,721.16	3,721.16
2200	Demobilize Equipment		1.000	LS	57,599.51	57,599.51

Bid Total

=====>

\$1,321,685.33

Preliminary

For Review

Santa Cruz Inner Harbor

01/15/2018 2:45:07 PM

50% Cost Estimate

01/15/2018 2:44:59 PM

18-1-15 14:43



Actual Work	Critical Remaining Work	COWI NA (Tim Curtin PE)	Date	Revision	Checked	Approved
Remaining Work	Milestone					

61

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PORT COMMISSIONERS:
Toby Goddard
Dennis Smith
Reed Geisreiter
Stephen Reed
Darren Gertler

TO: Port Commission
FROM: Latisha Marshall, Harbormaster
DATE: March 16, 2018
SUBJECT: Consideration of Application for an Additional 6-Pak Charter Operation (T. Dolan)

Recommendation: *Consider authorization of an additional 6-pak charter operation for Tom Dolan of Santa Cruz Charters*

BACKGROUND

Tom Dolan has operated a 6-pak charter business, *Santa Cruz Charters*, out of the harbor since 2007. Mr. Dolan is a Coast Guard certified captain with a 100-ton rating and his account is in good standing with the Port District. Mr. Dolan currently operates a 6-pak fishing charter from his commercial fishery slip on S-Dock.

Mr. Dolan is requesting Commission approval to operate a second 6-pak charter operation. If approved, Mr. Dolan will immediately begin looking for a new 28' to 32' commercial fishing vessel. There are currently available slips in the commercial fishery program, which are offered outside of the regular waiting list to commercial operators.

ANALYSIS

Mr. Dolan is unable to accommodate current demand from his customer base with one 6-pak vessel. Mr. Dolan currently runs approximately 190 charters per season (April 1, through December 31). Mr. Dolan estimates he will double that number with approval of a second 6-pak operation.

Mr. Dolan's customers often carpool, bringing one vehicle to the harbor per charter trip. Staff anticipates that Mr. Dolan's proposed 6-pak charter operation will follow that trend, impacting only one visitor parking space per charter. Furthermore, Mr. Dolan's charters return to the harbor by 2:00 P.M., so it is anticipated there will be no parking impacts after that time.

IMPACT ON PORT DISTRICT RESOURCES

Approval of the 6-pak charter operation will generate \$714/year in additional fees to the Port District.

ATTACHMENT: A. Letter to the Port Commission from Tom Dolan, Santa Cruz Charters
B. Business Use of Slip Application

January 5, 2018

Dear Commissioners and Port Management,

Santa Cruz Charters/Monterey Bay Charters (SCC/MBC) six-pack charter vessel MEGA-BITE has been conducting fishing charters out of the Santa Cruz Harbor since 2007. SCC/MBC has grown from a handful of annual charters to now more than 190 charters per season. Our season runs from April 1 to December 31.

For the past two years, my charter company has been unable to keep up with demand. I try to place our guest overload onto other local charter boats. Unfortunately, there have been too many occurrences where these charter boats were either unable to accommodate my guests or for some reason the guest did not want to use these charter boats. Consequently, either I had to run a second charter for the day or these guests gave up on Santa Cruz and ended up fishing out of Emeryville, Monterey, or Half Moon Bay. I estimate that I lost about 95 charters to other boats and/or other harbors during this past year.

Each charter that I run brings money into harbor businesses such as Bayside Marine, Johnny's Harborside, H&H Fresh Fish, and the Crows Nest, to name a few, all benefit from my charter business. In 2017, I chartered over 1,000 head for an estimated \$32,000 in additional sales to ancillary businesses.

As military veterans with lifesaving and firefighting training, we have been able to keep cool, stay focused, and come to the aid of others when danger arises. We have rescued five persons in the water in the past five years. Two of those PIW were facing imminent death had we not come to their rescue.

We already contribute over \$4,000 per year to our community in the form of donating fishing trips to the Monterey Bay Salmon and Trout Project auctions, Disabled Veteran's, Fallen Officers Foundation auction, The Lions Club, and the Young Life Group.

I am asking the Port Commissioners for permission to operate a second six-pack charter boat to pick up the extra workload and to bring more dollars into the Santa Cruz Harbor community. Parking footprint is usually one vehicle per charter and my guests leave the harbor by 2PM. Clients will be encouraged to park in the area of Johnson Hicks and Bayside to minimize parking impacts for Johnny's and H & H customers.

Thank you.

Captain Tom Dolan

BUSINESS USE OF SLIP / CHARTER PERMIT APPLICATION

CONTACT & BUSINESS INFORMATION

Applicant Name:

Home Address:

Email Address:

Phone Number:

Assigned Slip #: Slip Assigned through Port District Waiting List? YES NO

Vessel Pak Rating: Vessel Type: Vessel Size:

Vessel Draw: Operating Schedule:

THE FOLLOWING INFORMATION MUST BE SUBMITTED AS PART OF THE APPLICATION PROCESS. THE INFORMATION WILL ASSIST IN THE APPROVAL PROCESS. ADDITIONAL INFORMATION MAY BE SUBMITTED, IF DESIRED.

PROPOSED OPERATING PLAN

Include days, times, and seasons of planned operation. Please note that any changes to the operating plan, including changes to the vessel's pak rating or size, will require additional Port Commission approval.

PROPOSED PARKING PLAN

Parking within the harbor is limited. Please address how parking will be utilized and any steps you will take to minimize parking impacts.

SAFETY PLAN

A comprehensive safety plan, outlining courses, certifications, licensing of each qualified vessel operator and/or skipper.

INSURANCE REQUIREMENTS

Liability insurance, in the amount of \$1 million, naming the Santa Cruz Port District as additional insured, must be provided.

SIGNATURE

Owner hereby agrees that, to the full extent permitted by law, Port District shall not be liable or responsible for any claims, demands, damages, debts, liabilities, obligations, costs, expenses, liens, actions or causes of action of any kind whatsoever, resulting (1) from any collision with any of the dredging equipment or any other boat, (2) from any collision or contact with the bottom of the Harbor or any obstructions on the bottom of the Harbor, (3) from any collision or contact with the jetties or surrounding beaches, or (4) from, or in any way relating to, the dredging operations or the lack of dredging operations, including, but not limited to, the closure of the Harbor entrance for any reason or under any circumstances

NAME: SIGNATURE:

SIGNATURE: DATE:

PRIMARY BANKING INSTITUTION:

FOR PORT DISTRICT USE

Application Fee: Insurance Req't (Date Submitted):

Received Date: Other Special Conditions:

Approval Date:

Santa Cruz Port District
135 5th Avenue
Santa Cruz, CA 95062
831.475.6161
831.475.9558 Fax
www.santacruzharbor.org



PORT COMMISSIONERS:
Toby Goddard
Dennis Smith
Reed Geisreiter
Stephen Reed
Darren Gertler

TO: Port Commission
FROM: Latisha Marshall, Harbormaster
DATE: March 12, 2018
SUBJECT: Consideration of Application for Additional 6-Pak Charter Operation (Pacific Yachting & Sailing)

Recommendation: *Consider authorization of the request made by Chardonnay Sailing Charters (dba Pacific Yachting and Sailing) to operate an additional 6-pak charter from a subleased slip (FF-11), as part of the Pacific Yachting and Sailing fleet.*

BACKGROUND

In late-2016, Chardonnay Sailing Charters (Chardonnay) finalized the purchase of Pacific Yachting and Sailing (PYS) from longtime owner, Marc Kraft, and entered into a new lease agreement with the District. As part of the lease agreement, the Port Commission reassigned 11 existing business slips from Pacific Yachting & Sailing (operated by Mr. Kraft) to Chardonnay Sailing Charters, dba PYS.

During Mr. Kraft's long tenure as owner/operator of PYS, he received 11 Commission allocated slips and incorporated two additional personal slips (obtained through the waiting list) into his program (FF28 and FF11). Both Mr. Kraft's personal vessel, *Avatar*, and his daughter's personal vessel, *La Paz*, were used in the PYS charter program and the ASA sailing instruction program. Mr. Kraft was assessed the standard charter fee of \$59.50/month per slip.

As part of the Commission's action to reassign 11 existing business slips to Chardonnay (dba PYS), it was made clear that Mr. Kraft's two personal slips (FF28 and FF11) were not eligible to transfer as part of the business transaction and would require subsequent Commission approval to participate in the PYS program. Chardonnay was advised that a separate Business Use of Slip Application would be required in the event they wished to incorporate additional slip(s) into the program.

In October 2017, Mr. Kraft sold his vessel, *Avatar*, and released his interest in berth FF28. Through the waiting list process, Mr. Kraft became a co-licensee with his daughter on slip FF11. Mr. Kraft's daughter subsequently released her interest in berth FF11, and Mr. Kraft now maintains sole ownership of the vessel, *La Paz*.

La Paz would be the only vessel in the PYS fleet that is operated by a tiller instead of a steering wheel. This distinction makes *La Paz* especially appealing as a training tool and aids in teaching basic fundamentals to new sailing students. Because of the uniqueness of *La Paz*, Chardonnay (dba PYS) is now requesting that slip FF11 be approved to operate as a charter in their program, through a sublease arrangement with Mr. Kraft.

ANALYSIS

Staff has reviewed the request submitted by Chardonay and has determined that in addition to the charter use of slip, the arrangement constitutes a sublease of slip pursuant to Section 302 of the Port District Ordinances.

SECTION 302 - Regular License Berthing Regulations

(c) Use of Slips by Non-licensees

...Use of a licensee's vessel by any person other than the licensee, in the form of a charter, rental agreement, lease or any other arrangement, whereby some person other than the slip licensee is afforded the use of the licensee's slip, shall constitute a sub-lease of the slip and shall be subject to the provisions of this section. The details of such an agreement shall be notarized and filed at the Port District office...

Fees will be charged accordingly for both the charter and sublease.

Under this arrangement, Mr. Kraft will be required to maintain full ownership of the vessel. Mr. Kraft will remain subject to all District regulations governing slip license and vessel use. Additionally, Mr. Kraft and Chardonay (dba PYS) will be required to execute a standard sublease agreement at the harbor office.

Mr. Kraft has expressed interest in removing his vessel from the harbor and storing it at his residence during the winter months. If Mr. Kraft chooses to vacate the slip for a portion of the year, both the charter and sublease fee will remain in effect. During this time he may choose to find an additional sublessor to offset his berthing costs, although only one sublease fee will be assessed.

IMPACT ON PORT DISTRICT RESOURCES

Staff recognizes that the F/FF Dock parking area is already significantly impacted by charter businesses, however it is estimated that additional impacts caused by the approval of this charter request will be minimal.

The District will benefit from charter and sublease revenue in the amount of \$1,957.20/annually.

ATTACHMENT:

- A. Business Use of Slip Application
- B. Letter to Port Director Olin from Karl Rice, Chardonay Sailing Charters
- C. Pacific Yachting and Sailing Operating Plan
- D. Insurance Documents

BUSINESS USE OF SLIP / CHARTER PERMIT APPLICATION

CONTACT & BUSINESS INFORMATION

Applicant Name: Jim Beauregard (Pacific Yachting and Sailing / Chardonnay Sailing Charters)

Home Address: 1661 Pine Flat Rd. Santa Cruz CA 95060

Email Address: jamesmbeauregard@gmail.com & charters@chardonnay.com

Phone Number: 831-423-1213

Assigned Slip #: Slip Assigned through Port District Waiting List? YES NO

Vessel Pak Rating: 6 Vessel Type: Sailboat - SC27 Vessel Size: 27 feet

Vessel Draw: 4'11 Operating Schedule: see attached

THE FOLLOWING INFORMATION MUST BE SUBMITTED AS PART OF THE APPLICATION PROCESS. THE INFORMATION WILL ASSIST IN THE APPROVAL PROCESS. ADDITIONAL INFORMATION MAY BE SUBMITTED, IF DESIRED.

PROPOSED OPERATING PLAN

Include days, times, and seasons of planned operation. Please note that any changes to the operating plan, including changes to the vessel's pak rating or size, will require additional Port Commission approval.

PROPOSED PARKING PLAN

Parking within the harbor is limited. Please address how parking will be utilized and any steps you will take to minimize parking impacts.

SAFETY PLAN

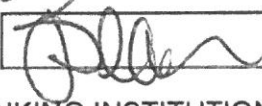
A comprehensive safety plan, outlining courses, certifications, licensing of each qualified vessel operator and/or skipper.

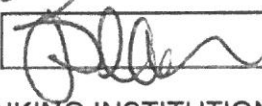
INSURANCE REQUIREMENTS

Liability insurance, in the amount of \$1 million, naming the Santa Cruz Port District as additional insured, must be provided.

SIGNATURE

Owner hereby agrees that, to the full extent permitted by law, Port District shall not be liable or responsible for any claims, demands, damages, debts, liabilities, obligations, costs, expenses, liens, actions or causes of action of any kind whatsoever, resulting (1) from any collision with any of the dredging equipment or any other boat, (2) from any collision or contact with the bottom of the Harbor or any obstructions on the bottom of the Harbor, (3) from any collision or contact with the jetties or surrounding beaches, or (4) from, or in any way relating to, the dredging operations or the lack of dredging operations, including, but not limited to, the closure of the Harbor entrance for any reason or under any circumstances

NAME: Jim Beauregard SIGNATURE: 

SIGNATURE:  DATE: March 15, 2018

PRIMARY BANKING INSTITUTION: Comerica

FOR PORT DISTRICT USE

Application Fee: Insurance Req't (Date Submitted):

Received Date: Other Special Conditions:

Approval Date:

Chardonnay Sailing Charters

SANTA CRUZ

February 21, 2018

Marian Olin
Port Director
Santa Cruz Port District
135 Fifth Avenue
Santa Cruz, CA 95062

Dear Director Olin:

Chardonnay Sailing Charters is requesting permission to operate La Paz (FF 11) for commercial charter use by Pacific Yachting and Sailing. La Paz will be used for American Sailing Association basic sailing and seamanship instruction.

Prior to our purchase of Pacific Yachting and Sailing La Paz was a part of the PYS fleet. During the approval process we were informed by staff that the use of this slip for commercial purposes did not align with current policy. Given the historic use of La Paz as part of the PYS fleet, the value of La Paz to sailing education and the minimal impacts to District resources we hope staff and commissioners will support our request.

Attached you'll find a brief operating plan for La Paz. The operating plan defines our intended use of La Paz, addresses parking impacts and includes a safety plan as required by the business use of slip application. We have also included a layout of FF Dock showing the slips assigned to Chardonnay Sailing Charters, PYS and La Paz.

We hope you find this letter and attached documents useful as you consider our request. If we can provide additional information or answer any questions regarding our application, please contact Kris Reyes at (831) 332-6966 or via email at pr@beachboardwalk.com.

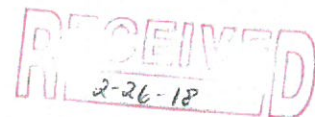
We look forward to hearing from you as soon as possible.

Sincerely,



Karl Rice
Chardonnay Sailing Charters

cc: Port Commissioners



**Pacific Yachting and Sailing Operating Plan for La Paz
As Proposed by Chardonney Sailing Charters**

OVERVIEW

Chardonney Sailing Charters recently finalized a purchase agreement with Marc D. Kraft to purchase Pacific Yachting and Sailing. After finalizing the purchase agreement Chardonney Sailing Charters obtained approval from the Santa Cruz Port District to transfer 11 slips used by PYS to Chardonney Sailing Charters. As part of the Chardonney 3 approval process that followed, two of the 11 slips, (FF 21 and FF 22) were approved for use by Chardonney 3.

Chardonney Sailing Charters now seeks permission from the Santa Cruz Port District to operate La Paz (FF11) as part of the Pacific Yachting and Sailing fleet. La Paz is 27-feet long and will be used for American Sailing Association basic sailing and seamanship instruction.

The information contained in this document reflects our general operating plan for La Paz. Please direct any questions to Kris Reyes, pr@scseaside.com or 831-332-6966.

PARKING

Prior to the purchase of PYS by Chardonney Sailing Charters, La Paz was used as part of the PYS fleet. Furthermore, as part of the Chardonney 3 approval process significant parking mitigations were agreed to for both Chardonney 2 and Chardonney 3.

Given the above information, no measurable increase in parking demand is expected if La Paz becomes part of the PYS fleet. However, we are willing to work with District staff to mitigate parking impacts should any parking-related issues arise.

All employees of PYS and Chardonney Sailing Charters will be required to park in accordance with District policies regarding employee parking.

MURRAY STREET BRIDGE PROJECT

We recognize that the Murray Street Bridge project will have significant impacts on the entire harbor community. Given the uncertainty surrounding the project we propose meeting with the District when more details become known to discuss ways we can mitigate the project's impact on PYS and assist the District however reasonable. We will cooperate fully with the district with maximum flexibility regarding temporary locations for boats and office space.

OFFICE SPACE

No changes to existing office space are needed to accommodate this request.

**Pacific Yachting and Sailing Operating Plan for La Paz
As Proposed by Chardonnay Sailing Charters**

SERVICES AND SAFETY

La Paz will be used for American Sailing Association basic sailing and seamanship instruction and will typically have 3-4 students onboard.

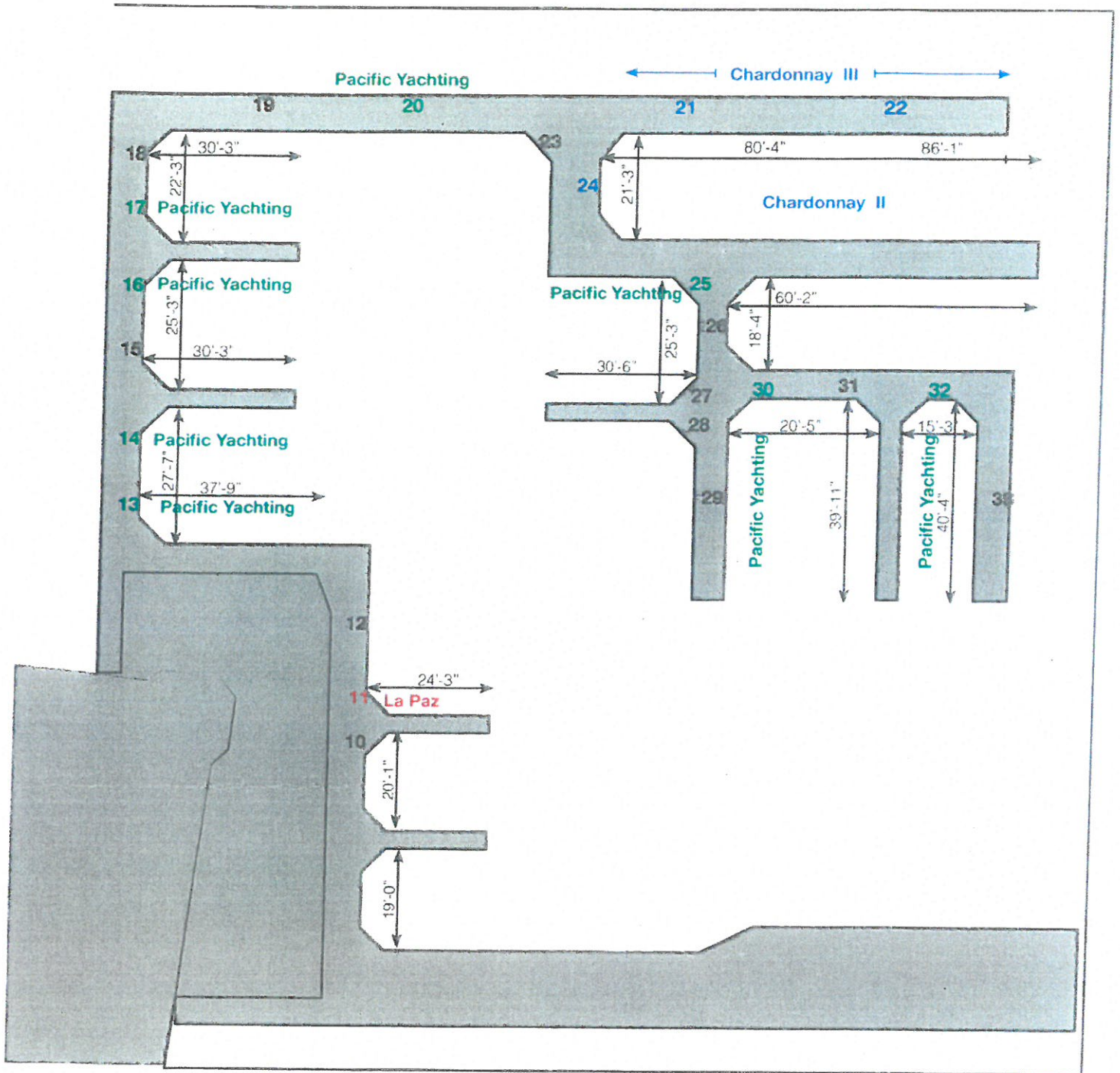
La Paz is particularly important to PYS because American Sailing Association courses start with a basic keel boat class. This class introduces our students to basic sailing and seamanship on a vessel of 24-30 feet in length with a tiller. In this class our students learn the fundamentals of sailing on something small and easy to manage while building confidence and competency on the water. La Paz is the vessel we use to bring new students into the program so they can eventually move their way up to a larger vessel.

Regarding safety, both boats will be compliant with all U.S. Coast Guard 6-pack requirements. This includes flares, lifejackets, audio distress signal, fire extinguishers, VHF radio, throwable PFD and first-aid kit. Both boats will be captained by a U.S. Coast Guard Licensed Captain/ASA Instructor.

PACIFIC YACHTING SLIPS AND FLEET

Please see attached map of FF Dock for complete layout.

#####





TO: Port Commission
FROM: Marian Olin, Port Director
DATE: March 19, 2018
SUBJECT: Award of Contract for the Pile Repair and Replacement Project 2018 – Phase I

Recommendation: *Adopt the plans and specifications, award the contract to Bellingham Marine Industries, Inc.; authorize the Port Director to execute the contract; and authorize a not-to-exceed amount of \$876,250.00 for construction; and approve an appropriation from the Capital Improvement Project fund and any other funding source identified for the amount of the contract, plus a 10% contingency.*

BACKGROUND

The Port District obtained permits to remove, repair and replace 220 existing aged, worn and damaged piles, pile guides and appurtenant hardware in 2013. The permits authorized work over a 5-year period, ending in November 2017. In 2017, the permits were extended by all agencies for an additional 5-year period through November 2022. The work window is June 15 to November 30, each year of the permit. Permits limit pile removal and pile driving to 6 each per day.

The Port District solicited bids for a smaller, Phase 1 project in September 2016 (no bids received), and again in June 2017. In 2017, one bid was received from Bellingham Marine Industries in the amount of \$312,500 for a 16-pile project. The bid was ultimately rejected due to the high per pile cost (\$19,531). Feedback from contractors indicated that the overall per pile cost may be reduced by expanding the size of the project.

A larger phase 1 pile repair and replacement project was advertised for public bids commencing March 2, 2018. The project was advertised in accordance with the procedures contained in the California Public Contract Code. 65 piles were proposed for removal and replacement in both the north and south harbor areas. Bids were opened on Friday, March 16, 2018. Two bids were received for the project. The low bidder for the project, Bellingham Marine Industries, Inc., ("Bellingham") submitted a base bid of \$796,575 (See Attachment A – Bid Summary).

ANALYSIS

Bellingham Marine began business in 1928, and has been constructing dock systems for over 50 years. Bellingham holds current valid licensing as Class A, General Engineering Contractor, Class C-16, Fire Protection Contractor, and Class C-10, Electrical. Staff is familiar with Bellingham's work as they accomplished numerous tsunami recovery projects for the Port District. Staff has checked the bidder's proposal and qualifications, and is satisfied that the contractor can fulfill the bid requirements.

Bellingham's base bid of \$796,575 represents a per pile cost of approximately \$12,255, for removal and replacement with new, round concrete piles. This represents a significant savings over the 2017 bid results (\$19,531 per pile), which allowed for steel-sleeving of existing piles versus total replacement. The new concrete piles have an expected lifespan of 35 to 50 years.

Construction Budget

The figures below represent the estimated construction budget based on Bellingham Marine's bid:

Contract Amount	\$ 796,575
Contingencies (approx. 10%)	79,675
Total Construction Budget	\$876,250

IMPACT ON PORT DISTRICT RESOURCES

As of February 28, 2018, the Capital Improvement Program (CIP) had \$203,886 allocated to the piling replacement project. An FY19 contribution will bring available funding to approximately \$750,000 on April 1, 2018. The total project cost, plus a 10% contingency, is \$876,250. The approximate \$126,250 shortfall can be funded from the following CIP projects:

Water Conservation Project (close out project)	\$ 7,693
Unallocated CIP Fund	<u>\$ 118,557</u>
Available Funding	\$ 126,250

As of February 28, 2018, the Unallocated CIP Fund had a \$327,527 balance. Using a portion of these funds for the pile project (\$118,557), will leave \$208,970 in the account for unanticipated needs.

While adequate cash reserves are available for this project, the Commission may choose to explore alternate financing options. Preliminary consideration of financing options is presented in tonight's meeting packet as agenda item #9. Staff recommends awarding the contract based on available cash funding. If the project is ultimately financed, the Commission can adopt a Reimbursement Resolution which allows financing of any payments made 60 days prior to resolution adoption.

ATTACHMENT A: Bid Summary

BID SUMMARY
PILE REPAIR AND REPLACEMENT PROJECT - PHASE 1 - 2018
 Bids Opened: 16-Mar-18

BID ITEM:	ENGINEER'S ESTIMATE		UNIT PRICE	EXTENSION	BELLINGHAM MARINE IND., INC.		R.E. STAITE ENGINEERING, INC.	
	QUANTITY	UNIT			UNIT PRICE	EXTENSION	UNIT PRICE	EXTENSION
BID ITEMS								
Mobilization	1	LS	N/A	N/A	98,000.00	98,000.00	244,299.00	244,299.00
Water Quality BMP's	1	LS	N/A	N/A	6,000.00	6,000.00	31,814.00	31,814.00
Vessel Relocation	N/A	EA	N/A	N/A	200.00	23,000.00	769.00	69,210.00
Pile Disposal	65	EA	N/A	N/A	1,500.00	97,500.00	844.00	54,860.00
Permits / Env Compliance	1	LS	N/A	N/A	42,000.00	42,000.00	122,779.00	122,779.00
Pile Removal and Replacermer	65	EA	N/A	N/A	8,155.00	530,075.00	11,762.00	764,530.00
TOTAL						\$ 796,575.00	\$	1,287,492.00



TO: Port Commission

FROM: Marian Olin, Port Director

DATE: March 19, 2018

SUBJECT: Review / Consideration of Capital Improvement Project Financing Options
 (Approximately \$3,350,000)

Recommendation: *Review preliminary financing proposals from BBVA Compass Bank and Weist Law and provide direction to staff.*

BACKGROUND

The Port District is currently carrying approximately \$11,893,631 million in long-term taxable and non-taxable debt with BBVA Compass Bank. The taxable loan will be paid off in FY27 (November 2026); the non-taxable loan will be paid off in FY30 (August 2029). The original issuance in 2013 was approximately \$16.8 million. In addition to providing funding for acquisition of the dredge *Twin Lakes*, the refinancing package paid off pre-existing loans to lessen the burden of the debt on future rate payers, and enhance the District's long-term financial viability. The Port District's FY19 annual principal and interest payments on the taxable and non-taxable debt total approximately \$1.45 million.

The Port District has two significant Capital Improvement Projects that are anticipated to be constructed over the next 2 to 3 years. The anticipated cost and life expectancy of the infrastructure projects are shown below:

CAPITAL IMPROVEMENT PROJECT	ASSET LIFE EXPECTANCY	COST ESTIMATE
Aldo's Seawall Replacement Project	50+ years	\$1,600,000
Pile Repair and Replacement Project	35 to 50 years for new concrete piles ¹	\$1,750,000
TOTAL		\$3,350,000

While the Port District has adequate cash reserves to proceed with both of these projects, the Commission has directed staff to present preliminary financing options for these long-term infrastructure projects for review / consideration.

¹ An alternative to replacement is epoxy-coated steel sleeves, which can extend the life expectancy of existing piles by 10 to 15+ years.

ANALYSIS

Preliminary financing proposals were solicited from BBVA Compass Bank, the bank currently servicing our long-term debt, and Weist Law, a local firm that served as bond counsel for the 2013 debt refinance proceeding. The proposed financing options from both entities are attached (Attachment 'A'-- BBVA Compass Bank Preliminary Terms Sheet and Attachment 'B' -- Weist Law Firm General Financing Options). While both proposals increase long-term debt and debt service, the options offer varying terms and rates. Financing the seawall and pile projects would preserve cash-on-hand, which is summarized below:

Fund Balances at 3/19/18	Est. Balance	Description
Local Agency Investment Fund	\$ 9,280,506	LAIF
BBVA Compass Bank (Restricted)	726,374	
Comerica Bank	447,750	
TOTAL CASH	\$ 10,454,630	
Restricted Cash	(\$ 726,374)	<i>Held at BBVA Compass</i>
Fund Balances	(3,435,056)	<i>Dredge Intermediate Fund, Reserve Fund, PEMHCA Fund, Capital Improvement Fund; Election Fund</i>
Unrestricted Cash	\$ 6,293,200	

Staff is seeking direction from the Commission on whether to pursue financing for the seawall and pile projects.

IMPACT ON PORT DISTRICT RESOURCES

The financing proposals present various rate and term options for consideration by the Commission. If the Commission directs staff to pursue financing of the Aldo's Seawall Replacement Project and Pile Repair and Replacement Project, an analysis of the fiscal impact will be presented at the time the financing packet is authorized.

ATTACHMENT – A. BBVA Compass Bank Preliminary Terms Sheet
 B. Weist Law General Financing Options



Santa Cruz Port District, California
Summary of Non-Binding Indicative Terms and Conditions
for the Proposed Tax Exempt Term Loan
March 19, 2018

This summary of indicative terms and conditions is not a commitment to lend, purchase or to provide any other service related to a financing and does not impose any other obligation on Lender. Any such commitment or undertaking will be issued only in writing subject to appropriate documentation, the terms of which are not limited to those set forth herein. This summary of indicative terms and conditions is intended as an outline of certain of the material terms of a proposed financing and is not intended to summarize all of the conditions, covenants, representations, warranties and other provisions that would be contained in definitive documents, and is subject to, among other things, completion of due diligence and final credit approval by Lender.

Borrower: Santa Cruz Port District, California (the "Borrower" or the "County").

Lender: BBVA Compass d/b/a Compass Bank, an Alabama banking corporation (the "Lender" or the "Bank").

Steven Zari, Senior Vice President
 Northern California Commercial Banking
 1490 Stone Point Drive, Suite 250
 Roseville, CA 95661
 Ph: (916) 945-3844
steven.zari@bbva.com

James Manning, Senior Vice President
 Government & Institutional Banking
 2850 E. Camelback Rd., Ste 140
 Phoenix, AZ 85016
 Ph: (602) 778-0795
james.manning@bbva.com

Obligation Type: Tax Exempt Bank Qualified Term Loan.

Obligation Amount: Up to \$1,750,000 (the "Obligation" or "Financing").

Purpose: To finance the pile removal and replacement project which will replace up to 220 worn and aging piles.

Option 1:

Maturity: 05/01/2033 or approximately 15 years from closing.

Repayment: The Obligation will amortize over 15 years, calling for semi-annual principal and interest payments due on each 11/01 and 05/01 over the Obligation's tenor.

CONFIDENTIAL

This term sheet does not represent a commitment to lend and may not be relied upon as such.



Interest Rate: Tax Exempt Fixed Rate of 3.53% fixed for the full tenor of the Obligation.** This rate is indicative and subject to change daily depending on market conditions. Upon formal credit approval and at the Borrower's option, subject to break-funding, fixed rate may be locked up to 30 days prior to closing.

** Indexed to 128 bps over 79% of the prevailing 7-year LIBOR swap rate. Based on the current rate of 2.85% for the swap index as of 3/19/2018, the interest rate on funded balances today would be 3.53%.

Option 2:

Maturity: 05/01/2029 or approximately 11 years from closing.

Repayment: The Obligation will amortize over 11 years, calling for semi-annual principal and interest payments due on each 11/01 and 05/01 over the Obligation's tenor.

Interest Rate: Tax Exempt Fixed Rate of 3.38% fixed for the full tenor of the Obligation.** This rate is indicative and subject to change daily depending on market conditions. Upon formal credit approval and at the Borrower's option, subject to break-funding, fixed rate may be locked up to 30 days prior to closing.

** Indexed to 110 bps over 79% of the prevailing 7-year LIBOR swap rate. Based on the current rate of 2.85% for the swap index as of 3/19/2018, the interest rate on funded balances today would be 3.38%.

Covenants:

Covenants to mirror existing covenants with BBVA Compass, including but not limited to the following:

- Parity Debt Test of 1.40x;
- Rate and Coverage Covenant of 1.25x;
- Industry standard debt service reserve fund fully funded at closing at the lesser of 1)10% of par amount, 2) maximum annual debt service, or 3) 125% of average annual debt service.

Financial Reporting:

- Annual audited financial statements due within 210 days of fiscal year end.
- Annual approved operating budget due within 30 days of fiscal year end.
- Borrower shall furnish at Lender's request such additional information that Lender may from time to time reasonably request.

Annual disclosure information may be provided via EMMA.

Tax Exempt Status / Yield Adjustment Event:

The quoted tax exempt interest rate will be subject to gross-up upon an event of taxability.

CONFIDENTIAL

This term sheet does not represent a commitment to lend and may not be relied upon as such.



- Closing Costs:** Borrower will pay all reasonable, out-of-pocket costs and expenses incurred by Lender in connection with due diligence and the review of documentation, regardless of whether or not the Obligation is closed, including but not limited to, financial advisory and placement agent fees if applicable, bond counsel, Lender's counsel, UCC searches, and CDIAC fees. It is anticipated that lender's counsel will be reviewing documents prepared by district engaged bond counsel. If District would like lender's counsel to also draft the documents, please let the bank know and we can provide a quote. Lender's counsel limited to \$7,500.
- Conditions Precedent:** Prior to the consummation of the Credit Facility, the following conditions precedent shall have occurred, all of which shall be in form and substance satisfactory to the Lender and its counsel.
- Formal credit approval from the Bank.
 - Satisfactory review of applicable Insurance Policies.
 - Opinion addressed to the Bank, from counsel to Borrower reasonably acceptable to the Bank, setting forth such opinions as the Bank may require, including opinions concerning the legal status of Borrower, the due authorization, execution and delivery of the Obligation documents, the enforceability of the private placement/lease documents, no conflict with law, no litigation, and the receipt of all necessary governmental approvals.
 - Tax Opinion addressed to the Bank from counsel reasonably acceptable to the Bank that interest payable with respect to the debt service payments is excludable from gross income for federal income tax purposes under Section 103 of the Internal Revenue Service Code and such interest is not an item of tax preference for purposes of the federal alternative minimum tax imposed on individuals and corporations, although for purposes of computing the alternative minimum tax imposed on certain corporations, such interest is taken into account in determining certain income and earnings.
 - Properly executed documents in form and substance satisfactory to Bank and/or Bank's counsel evidencing or supporting the Credit Facility.
 - Additional conditions precedent that Bank considers customary and reasonably appropriate for the Credit Facility, including further information disclosures.
- Ancillary Business:** The structure, pricing, and terms contained herein are conditioned upon the establishment of a banking relationship that includes the opportunity to reasonably bid on ancillary financial services in good faith.
- Governing Law:** This transaction shall be governed by and construed in accordance with the laws of the State of California.
- Expiration:** This term sheet shall expire by 4:00pm on 04/2/2018 unless previously accepted.

This term sheet is issued in reliance on the accuracy of all information, representations, schedules, and other data and materials submitted by Borrower, all of which are deemed material. This term sheet does not contain all of the terms and conditions or other provisions that may be included in the final documents evidencing the Obligation, and is issued at a time before Lender has undertaken a full business, credit, and legal analysis of Borrower and the Obligation.

CONFIDENTIAL

This term sheet does not represent a commitment to lend and may not be relied upon as such.

Santa Cruz Port District - 15 year

\$1,750,000 Tax Exempt Loan

Dated May 1, 2018

Debt Service Schedule

Part 1 of 2

Date	Principal	Coupon	Interest	Total P+I	Fiscal Total
05/01/2018	-	-	-	-	-
11/01/2018	44,748.00	3.530%	30,887.50	75,635.50	-
05/01/2019	45,538.00	3.530%	30,097.70	75,635.70	-
06/30/2019	-	-	-	-	151,271.20
11/01/2019	46,341.00	3.530%	29,293.95	75,634.95	-
05/01/2020	47,159.00	3.530%	28,476.03	75,635.03	-
06/30/2020	-	-	-	-	151,269.98
11/01/2020	47,992.00	3.530%	27,643.68	75,635.68	-
05/01/2021	48,839.00	3.530%	26,796.62	75,635.62	-
06/30/2021	-	-	-	-	151,271.30
11/01/2021	49,701.00	3.530%	25,934.61	75,635.61	-
05/01/2022	50,578.00	3.530%	25,057.39	75,635.39	-
06/30/2022	-	-	-	-	151,271.00
11/01/2022	51,470.00	3.530%	24,164.69	75,634.69	-
05/01/2023	52,379.00	3.530%	23,256.24	75,635.24	-
06/30/2023	-	-	-	-	151,269.93
11/01/2023	53,303.00	3.530%	22,331.75	75,634.75	-
05/01/2024	54,244.00	3.530%	21,390.95	75,634.95	-
06/30/2024	-	-	-	-	151,269.70
11/01/2024	55,202.00	3.530%	20,433.55	75,635.55	-
05/01/2025	56,176.00	3.530%	19,459.23	75,635.23	-
06/30/2025	-	-	-	-	151,270.78
11/01/2025	57,167.00	3.530%	18,467.72	75,634.72	-
05/01/2026	58,176.00	3.530%	17,458.73	75,634.73	-
06/30/2026	-	-	-	-	151,269.45
11/01/2026	59,203.00	3.530%	16,431.92	75,634.92	-
05/01/2027	60,248.00	3.530%	15,386.99	75,634.99	-
06/30/2027	-	-	-	-	151,269.91
11/01/2027	61,312.00	3.530%	14,323.61	75,635.61	-
05/01/2028	62,394.00	3.530%	13,241.45	75,635.45	-
06/30/2028	-	-	-	-	151,271.06
11/01/2028	63,495.00	3.530%	12,140.20	75,635.20	-
05/01/2029	64,616.00	3.530%	11,019.51	75,635.51	-
06/30/2029	-	-	-	-	151,270.71
11/01/2029	65,756.00	3.530%	9,879.04	75,635.04	-
05/01/2030	66,917.00	3.530%	8,718.45	75,635.45	-
06/30/2030	-	-	-	-	151,270.49
11/01/2030	68,098.00	3.530%	7,537.36	75,635.36	-
05/01/2031	69,300.00	3.530%	6,335.43	75,635.43	-
06/30/2031	-	-	-	-	151,270.79
11/01/2031	70,523.00	3.530%	5,112.29	75,635.29	-
05/01/2032	71,768.00	3.530%	3,867.56	75,635.56	-
06/30/2032	-	-	-	-	151,270.85

Santa Cruz Port District - 11 year

\$1,750,000 Tax Exempt Loan

Dated May 1, 2018

Debt Service Schedule

Part 1 of 2

Date	Principal	Coupon	Interest	Total P+	Fiscal Total
05/01/2018	-	-	-	-	-
11/01/2018	66,335.00	3.380%	29,575.00	95,910.00	-
05/01/2019	67,456.00	3.380%	28,453.94	95,909.94	-
06/30/2019	-	-	-	-	191,819.94
11/01/2019	68,596.00	3.380%	27,313.93	95,909.93	-
05/01/2020	69,755.00	3.380%	26,154.66	95,909.66	-
06/30/2020	-	-	-	-	191,819.59
11/01/2020	70,934.00	3.380%	24,975.80	95,909.80	-
05/01/2021	72,133.00	3.380%	23,777.02	95,910.02	-
06/30/2021	-	-	-	-	191,819.82
11/01/2021	73,352.00	3.380%	22,557.97	95,909.97	-
05/01/2022	74,592.00	3.380%	21,318.32	95,910.32	-
06/30/2022	-	-	-	-	191,820.29
11/01/2022	75,852.00	3.380%	20,057.71	95,909.71	-
05/01/2023	77,134.00	3.380%	18,775.82	95,909.82	-
06/30/2023	-	-	-	-	191,819.53
11/01/2023	78,438.00	3.380%	17,472.25	95,910.25	-
05/01/2024	79,763.00	3.380%	16,146.65	95,909.65	-
06/30/2024	-	-	-	-	191,819.90
11/01/2024	81,111.00	3.380%	14,798.65	95,909.65	-
05/01/2025	82,482.00	3.380%	13,427.88	95,909.88	-
06/30/2025	-	-	-	-	191,819.53
11/01/2025	83,876.00	3.380%	12,033.93	95,909.93	-
05/01/2026	85,293.00	3.380%	10,616.43	95,909.43	-
06/30/2026	-	-	-	-	191,819.36
11/01/2026	86,735.00	3.380%	9,174.98	95,909.98	-
05/01/2027	88,201.00	3.380%	7,709.15	95,910.15	-
06/30/2027	-	-	-	-	191,820.13
11/01/2027	89,691.00	3.380%	6,218.56	95,909.56	-
05/01/2028	91,207.00	3.380%	4,702.78	95,909.78	-
06/30/2028	-	-	-	-	191,819.34
11/01/2028	92,748.00	3.380%	3,161.38	95,909.38	-
05/01/2029	94,316.00	3.380%	1,593.94	95,909.94	-
06/30/2029	-	-	-	-	191,819.32
Total	\$1,750,000.00	-	\$360,016.75	\$2,110,016.75	-



**Santa Cruz Port District, California
Summary of Non-Binding Indicative Terms and Conditions
for the Proposed Tax Exempt Term Loan
March 19, 2018**

This summary of indicative terms and conditions is not a commitment to lend, purchase or to provide any other service related to a financing and does not impose any other obligation on Lender. Any such commitment or undertaking will be issued only in writing subject to appropriate documentation, the terms of which are not limited to those set forth herein. This summary of indicative terms and conditions is intended as an outline of certain of the material terms of a proposed financing and is not intended to summarize all of the conditions, covenants, representations, warranties and other provisions that would be contained in definitive documents, and is subject to, among other things, completion of due diligence and final credit approval by Lender.

Borrower: Santa Cruz Port District, California (the "Borrower" or the "County").

Lender: BBVA Compass d/b/a Compass Bank, an Alabama banking corporation (the "Lender" or the "Bank").

Steven Zari, Senior Vice President
Northern California Commercial Banking
1490 Stone Point Drive, Suite 250
Roseville, CA 95661
Ph: (916) 945-3844
steven.zari@bbva.com

James Manning, Senior Vice President
Government & Institutional Banking
2850 E. Camelback Rd., Ste 140
Phoenix, AZ 85016
Ph: (602) 778-0795
james.manning@bbva.com

Obligation Type: Tax Exempt Bank Qualified Term Loan.

Obligation Amount: Up to \$1,600,000 (the "Obligation" or "Financing").

Purpose: To finance the Aldo's Seawall replacement project. This will repair and replace the seawall at the southwest side of the port, the portion of seawall essentially in front of and bordering Aldo's restaurant.

Option 1:

Maturity: 05/01/2033 or approximately 15 years from closing.

Repayment: The Obligation will amortize over 15 years, calling for semi-annual principal and interest payments due on each 11/01 and 05/01 over the Obligation's tenor.

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Interest Rate:	<p>Tax Exempt Fixed Rate of 3.53% fixed for the full tenor of the Obligation.** This rate is indicative and subject to change daily depending on market conditions. Upon formal credit approval and at the Borrower's option, subject to break-funding, fixed rate may be locked up to 30 days prior to closing.</p> <p>** Indexed to 128 bps over 79% of the prevailing 7-year LIBOR swap rate. Based on the current rate of 2.85% for the swap index as of 3/19/2018, the interest rate on funded balances today would be 3.53%.</p>
Option 2:	
Maturity:	05/01/2029 or approximately 11 years from closing.
Repayment:	The Obligation will amortize over 11 years, calling for semi-annual principal and interest payments due on each 11/01 and 05/01 over the Obligation's tenor.
Interest Rate:	<p>Tax Exempt Fixed Rate of 3.38% fixed for the full tenor of the Obligation.** This rate is indicative and subject to change daily depending on market conditions. Upon formal credit approval and at the Borrower's option, subject to break-funding, fixed rate may be locked up to 30 days prior to closing.</p> <p>** Indexed to 110 bps over 79% of the prevailing 7-year LIBOR swap rate. Based on the current rate of 2.85% for the swap index as of 3/19/2018, the interest rate on funded balances today would be 3.38%.</p>
Covenants:	<p>Covenants to mirror existing covenants with BBVA Compass, including but not limited to the following:</p> <ul style="list-style-type: none"> • Parity Debt Test of 1.40x; • Rate and Coverage Covenant of 1.25x; • Industry standard debt service reserve fund fully funded at closing at the lesser of 1)10% of par amount, 2) maximum annual debt service, or 3) 125% of average annual debt service.
Financial Reporting:	<ul style="list-style-type: none"> • Annual audited financial statements due within 210 days of fiscal year end. • Annual approved operating budget due within 30 days of fiscal year end. • Borrower shall furnish at Lender's request such additional information that Lender may from time to time reasonably request. <p>Annual disclosure information may be provided via EMMA.</p>
Tax Exempt Status / Yield Adjustment Event:	The quoted tax exempt interest rate will be subject to gross-up upon an event of taxability.

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- Closing Costs:** Borrower will pay all reasonable, out-of-pocket costs and expenses incurred by Lender in connection with due diligence and the review of documentation, regardless of whether or not the Obligation is closed, including but not limited to, financial advisory and placement agent fees if applicable, bond counsel, Lender's counsel, UCC searches, and CDIAC fees. It is anticipated that lender's counsel will be reviewing documents prepared by district engaged bond counsel. If District would like lender's counsel to also draft the documents, please let the bank know and we can provide a quote. Lender's counsel limited to \$7,500.
- Conditions Precedent:** Prior to the consummation of the Credit Facility, the following conditions precedent shall have occurred, all of which shall be in form and substance satisfactory to the Lender and its counsel.
- Formal credit approval from the Bank.
 - Satisfactory review of applicable Insurance Policies.
 - Opinion addressed to the Bank, from counsel to Borrower reasonably acceptable to the Bank, setting forth such opinions as the Bank may require, including opinions concerning the legal status of Borrower, the due authorization, execution and delivery of the Obligation documents, the enforceability of the private placement/lease documents, no conflict with law, no litigation, and the receipt of all necessary governmental approvals.
 - Tax Opinion addressed to the Bank from counsel reasonably acceptable to the Bank that interest payable with respect to the debt service payments is excludable from gross income for federal income tax purposes under Section 103 of the Internal Revenue Service Code and such interest is not an item of tax preference for purposes of the federal alternative minimum tax imposed on individuals and corporations, although for purposes of computing the alternative minimum tax imposed on certain corporations, such interest is taken into account in determining certain income and earnings.
 - Properly executed documents in form and substance satisfactory to Bank and/or Bank's counsel evidencing or supporting the Credit Facility.
 - Additional conditions precedent that Bank considers customary and reasonably appropriate for the Credit Facility, including further information disclosures.
- Ancillary Business:** The structure, pricing, and terms contained herein are conditioned upon the establishment of a banking relationship that includes the opportunity to reasonably bid on ancillary financial services in good faith.
- Governing Law:** This transaction shall be governed by and construed in accordance with the laws of the State of California.
- Expiration:** This term sheet shall expire by 4:00pm on 04/2/2018 unless previously accepted.

This term sheet is issued in reliance on the accuracy of all information, representations, schedules, and other data and materials submitted by Borrower, all of which are deemed material. This term sheet does not contain all of the terms and conditions or other provisions that may be included in the final documents evidencing the Obligation, and is issued at a time before Lender has undertaken a full business, credit, and legal analysis of Borrower and the Obligation.

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Santa Cruz Port District - 15 year

\$1,600,000 Tax Exempt Loan

Dated May 1, 2018

Debt Service Schedule

Part 1 of 2

Date	Principal	Coupon	Interest	Total P+I	Fiscal Total
05/01/2018	-	-	-	-	-
11/01/2018	40,912.00	3.530%	28,240.00	69,152.00	-
05/01/2019	41,634.00	3.530%	27,517.90	69,151.90	-
06/30/2019	-	-	-	-	138,303.90
11/01/2019	42,369.00	3.530%	26,783.06	69,152.06	-
05/01/2020	43,117.00	3.530%	26,035.25	69,152.25	-
06/30/2020	-	-	-	-	138,304.31
11/01/2020	43,878.00	3.530%	25,274.24	69,152.24	-
05/01/2021	44,652.00	3.530%	24,499.79	69,151.79	-
06/30/2021	-	-	-	-	138,304.03
11/01/2021	45,441.00	3.530%	23,711.68	69,152.68	-
05/01/2022	46,243.00	3.530%	22,909.65	69,152.65	-
06/30/2022	-	-	-	-	138,305.33
11/01/2022	47,059.00	3.530%	22,093.46	69,152.46	-
05/01/2023	47,889.00	3.530%	21,262.87	69,151.87	-
06/30/2023	-	-	-	-	138,304.33
11/01/2023	48,735.00	3.530%	20,417.63	69,152.63	-
05/01/2024	49,595.00	3.530%	19,557.45	69,152.45	-
06/30/2024	-	-	-	-	138,305.08
11/01/2024	50,470.00	3.530%	18,682.10	69,152.10	-
05/01/2025	51,361.00	3.530%	17,791.31	69,152.31	-
06/30/2025	-	-	-	-	138,304.41
11/01/2025	52,267.00	3.530%	16,884.78	69,151.78	-
05/01/2026	53,190.00	3.530%	15,962.27	69,152.27	-
06/30/2026	-	-	-	-	138,304.05
11/01/2026	54,129.00	3.530%	15,023.47	69,152.47	-
05/01/2027	55,084.00	3.530%	14,068.09	69,152.09	-
06/30/2027	-	-	-	-	138,304.56
11/01/2027	56,056.00	3.530%	13,095.86	69,151.86	-
05/01/2028	57,046.00	3.530%	12,106.47	69,152.47	-
06/30/2028	-	-	-	-	138,304.33
11/01/2028	58,053.00	3.530%	11,099.61	69,152.61	-
05/01/2029	59,077.00	3.530%	10,074.97	69,151.97	-
06/30/2029	-	-	-	-	138,304.58
11/01/2029	60,120.00	3.530%	9,032.26	69,152.26	-
05/01/2030	61,181.00	3.530%	7,971.15	69,152.15	-
06/30/2030	-	-	-	-	138,304.41
11/01/2030	62,261.00	3.530%	6,891.30	69,152.30	-
05/01/2031	63,360.00	3.530%	5,792.39	69,152.39	-
06/30/2031	-	-	-	-	138,304.69
11/01/2031	64,478.00	3.530%	4,674.09	69,152.09	-
05/01/2032	65,616.00	3.530%	3,536.05	69,152.05	-
06/30/2032	-	-	-	-	138,304.14

Santa Cruz Port District - 11 year

\$1,600,000 Tax Exempt Loan

Dated May 1, 2018

Debt Service Schedule

Part 1 of 2

Date	Principal	Coupon	Interest	Total P+I	Fiscal Total
05/01/2018	-	-	-	-	-
11/01/2018	60,649.00	3.380%	27,040.00	87,689.00	-
05/01/2019	61,674.00	3.380%	26,015.03	87,689.03	-
06/30/2019	-	-	-	-	175,378.03
11/01/2019	62,716.00	3.380%	24,972.74	87,688.74	-
05/01/2020	63,776.00	3.380%	23,912.84	87,688.84	-
06/30/2020	-	-	-	-	175,377.58
11/01/2020	64,854.00	3.380%	22,835.03	87,689.03	-
05/01/2021	65,950.00	3.380%	21,738.99	87,688.99	-
06/30/2021	-	-	-	-	175,378.02
11/01/2021	67,065.00	3.380%	20,624.44	87,689.44	-
05/01/2022	68,198.00	3.380%	19,491.04	87,689.04	-
06/30/2022	-	-	-	-	175,378.48
11/01/2022	69,350.00	3.380%	18,338.49	87,688.49	-
05/01/2023	70,523.00	3.380%	17,166.48	87,689.48	-
06/30/2023	-	-	-	-	175,377.97
11/01/2023	71,714.00	3.380%	15,974.64	87,688.64	-
05/01/2024	72,926.00	3.380%	14,762.67	87,688.67	-
06/30/2024	-	-	-	-	175,377.31
11/01/2024	74,159.00	3.380%	13,530.22	87,689.22	-
05/01/2025	75,412.00	3.380%	12,276.94	87,688.94	-
06/30/2025	-	-	-	-	175,378.16
11/01/2025	76,687.00	3.380%	11,002.47	87,689.47	-
05/01/2026	77,983.00	3.380%	9,706.46	87,689.46	-
06/30/2026	-	-	-	-	175,378.93
11/01/2026	79,300.00	3.380%	8,388.55	87,688.55	-
05/01/2027	80,641.00	3.380%	7,048.38	87,689.38	-
06/30/2027	-	-	-	-	175,377.93
11/01/2027	82,003.00	3.380%	5,685.55	87,688.55	-
05/01/2028	83,389.00	3.380%	4,299.70	87,688.70	-
06/30/2028	-	-	-	-	175,377.25
11/01/2028	84,799.00	3.380%	2,890.42	87,689.42	-
05/01/2029	86,232.00	3.380%	1,457.32	87,689.32	-
06/30/2029	-	-	-	-	175,378.74
Total	\$1,600,000.00	-	\$329,158.40	\$1,929,158.40	-

March 19, 2018

Sent via Email

Ms. Marian Olin
Port Director
Santa Cruz Port District
135 5th Avenue
Santa Cruz, CA 95062

Re: General Financing Options

Dear Marian:

As requested, set forth below are general rates and terms associated with a potential \$3.5mm financing. Based upon present market conditions (and rate estimates that we received from various banks and underwriters) we estimate the following options are available to the District:

1. 15-Year Fully Amortizing Loan. Rate approx. 3.85%. Payment approx. \$309k /year.
2. 20-Year Fully Amortizing Loan. Rate approx. 4.00%. Payment approx. \$255k /year.
3. 25-Year Fully Amortizing Loan. Rate approx. 4.05%. Payment approx. \$230k /year.
4. 30-Year Fully Amortizing Loan. Rate approx. 4.00%. Payment approx. \$200k /year.

This letter is meant to provide you with a very brief general description of the financing opportunity that will hopefully serve to elicit productive discussion and possible direction from the Board. If the Board determines that this is a matter worth pursuing, I would be delighted to provide you with more comprehensive information, and/or make a presentation to you or your Board, if desirable.

Respectfully submitted,

THE WEIST LAW FIRM

By: 

Cameron A. Weist, Esq.

Santa Cruz Port District
Accounts Payable Monthly Check Register
February 2018

Date	No.	Vendor	Description	Amount
2/2/2018	49297	Ace Portable Services	Portable Toilet Rental	\$85.90
2/2/2018	49298	AGNONE, JOHN	Security Deposit Refund	\$307.50
2/2/2018	49299	Amerigas	Propane for Forklift	\$139.06
2/2/2018	49300	Aramark	Rain Gear for Dredge Crew & Uniform Hats	\$469.50
2/2/2018	49301	AT&T	Telephone	\$582.47
2/2/2018	49302	Bay Building Janitorial, Inc.	Waste Oil Removal & Janitorial Services	\$2,850.00
2/2/2018	49303	Bay Plumbing Supply, Inc.	J-Dock Shower Remodel Supplies	\$645.49
2/2/2018	49304	Bayside Oil II, Inc.	Waste Oil Removal	\$182.50
2/2/2018	49305	BRUNO, BEN	Shower Key Refund	\$20.00
2/2/2018	49306	Big Creek	Signage	\$80.94
2/2/2018	49307	Brass Key Locksmith, Inc.	Door Handles and Key Copy	\$178.88
2/2/2018	49308	Byte Technology	Website Redesign Project (Partial Payment)	\$1,000.00
2/2/2018	49309	Citi Cards	J-Dock Shower Remodel Supplies	\$19.51
2/2/2018	49310	Comcast	Business Internet Service	\$397.56
2/2/2018	49311	Complete Mailing Service	Mailing of FY19 Slip Fee Increase Letter & Postage	\$951.33
2/2/2018	49312	County of Santa Cruz Auditor	Citation Tax (December 2017)	\$1,120.50
2/2/2018	49313	County of Santa Cruz DPW	901 7th Avenue Lease & Hazmat Disposal	\$920.00
2/2/2018	49314	County of Santa Cruz Sanitation District	Annual County Sewer Charges (\$75,098.41 Tenant Reimbursable)	\$87,240.80
2/2/2018	49315	Dredging Supply Company, Inc.	Eye Bolts for <i>Twin Lakes</i>	\$324.29
2/2/2018	49316	MARTINEZ, ED	Security Deposit Refund	\$48.28
2/2/2018	49317	Fastenal Company	Oil Absorbent Pads & Washers	\$213.00
2/2/2018	49318	Geo. H. Wilson, Inc.	Landing Plate for Launch Ramp	\$312.01
2/2/2018	49319	Grainger	Safety Glasses, Ear Muffs, Janitorial Supplies, Tape, Aluminum Door Closers,	\$1,496.95
2/2/2018	49320	Granite Rock Company	J-Dock Shower Remodel Supplies & Equipment for Parking Lot Reseal	\$90.14
2/2/2018	49321	HD Supply Facilities Maintenance, Ltd.	Light Fixtures for J-Dock Shower Remodel	\$452.51
2/2/2018	49322	Home Depot Credit Services	J-Dock Shower Remodel Supplies	\$590.71
2/2/2018	49323	Hose Shop	Hydraulic Coupler for <i>Twin Lakes</i>	\$188.07

2/2/2018	49324	Hub Parking Technology	Concession Parking Lot Gate Arm Repair	\$332.01
2/2/2018	49325	ANNIGONI, JACQUELINE	Security Deposit Refund	\$43.50
2/2/2018	49326	Jeff Winham	Trash Collection & Compaction (December & January)	\$3,500.00
2/2/2018	49327	Jorgensen, Siegel, McClure & Flegel, LLP	Legal Consultation	\$938.00
2/2/2018	49328	Lawson	Screws for <i>Twin Lakes</i> & Pipe and Fittings for <i>Dauntless</i>	\$263.88
2/2/2018	49329	Lighthouse Welding	Welding on <i>Dauntless</i>	\$1,345.00
2/2/2018	49330	JUST, LISA	Citation Refund	\$44.00
2/2/2018	49331	Marine Lien Sale Service	Lien Sale Service	\$160.00
2/2/2018	49332	Matheson Tri-Gas, Inc.	Welding Helmet Repairs	\$158.37
2/2/2018	49333	McMaster-Carr Supply Company	Gauge and Ball & Brass Compression Tubes for <i>Squirt</i>	\$159.61
2/2/2018	49334	Microflex Corporation	Work Gloves	\$126.75
2/2/2018	49335	Mid County Auto Supply	Service Parts for Dredge Generator	\$1,167.64
2/2/2018	49336	Mission Uniform Service	Uniform Cleaning	\$416.79
2/2/2018	49337	Olive Springs Quarry, Inc.	Asphalt for Storm Drain Berm	\$160.05
2/2/2018	49338	Flyers Energy, LLC	Fuel for Beach Equipment and <i>Squirt</i>	\$2,413.17
2/2/2018	49339	PEPPING, GREG	Security Deposit & Key Deposit Refund	\$935.60
2/2/2018	49340	West Marine Pro	Scrub Brushes, VHF Radio, PFD's, PFD Rearm Kit, Bird Deterrent for <i>Twin Lakes</i>	\$615.56
2/2/2018	49341	R&B Company	Fuser Attachment	\$489.41
2/2/2018	49342	Red Wing Shoe Store	Safety Boots for Boatyard and Dredge Workers	\$467.84
2/2/2018	49343	San Lorenzo	J-Dock Shower Remodel Supplies	\$225.31
2/2/2018	49344	Santa Cruz Records Management, Inc.	Document Shredding	\$10.00
2/2/2018	49345	Santa Cruz Municipal Utilities	Utilities	\$21.11
2/2/2018	49346	Silver & Katz	Union Representation (Payroll Deduction)	\$245.00
2/2/2018	49347	Supply Works	Janitorial Supplies	\$973.12
2/2/2018	49348	The Embroidery Works	Uniform Hats	\$528.94
2/2/2018	49349	Triton Construction	Fuel Tank Maintenance and Fuel Operator Service	\$1,537.88
2/2/2018	49350	Mark Larsen DBA: Viking Window Cleaning	Harbor Office Window Cleaning	\$24.00
2/5/2018	49351	Cale America, Inc.	Parking Machine Monthly Service (6 Machines)	\$593.00
2/5/2018	49352	YOUNG, COLIN	Security Deposit Refund	\$327.00
2/5/2018	49353	Computer Technical Specialists, Inc.	Email Scanning & Backup Services	\$283.50

2/5/2018	49354	Crow's Nest Restaurant	Credit Balance Refund (Overpayment of Percentage Rent)	\$81.00
2/5/2018	49355	Elevator Service Company	Elevator Contract Service (\$218.40 Tenant Reimbursable)	\$420.00
2/5/2018	49356	Garda CL West, Inc.	Deposit Courier Service	\$229.48
2/5/2018	49357	Gsolutionz	Telephone System Maintenance Agreement	\$199.99
2/5/2018	49358	Palace Art & Office Supply	Office Supplies	\$210.35
	49359		VOIDED CHECK	
2/5/2018	49360	Santa Cruz Municipal Utilities	Utilities	\$2,918.91
2/5/2018	49361	LANDIS-CAREY, VANCE	Security Deposit Refund	\$491.60
2/5/2018	49362	Verizon Wireless	Cell Phone and Tablet Service	\$303.09
2/5/2018	49363	Wendy L. Cumming	CPA Consulting Services	\$1,377.50
2/5/2018	49364	West Marine Pro	Boatyard Retail Items	\$211.38
2/8/2018	49365	California State Disbursement Unit	Wage Garnishment (Payroll Deduction)	\$250.00
2/9/2018	49366	Ace Portable Services	Portable Toilet Rental	\$85.90
2/9/2018	49367	Allied Administrators for Delta Dental	Delta Dental Insurance	\$2,986.99
2/9/2018	49368	AT&T	Telephone	\$2,736.75
2/9/2018	49369	CIT	Telephone System Lease	\$337.76
2/9/2018	49370	Bow Wow Pet Waste Products	Pet Waste Station Bags	\$261.53
2/9/2018	49371	Burke, Williams & Sorensen, LLP	Legal Consultation	\$4,595.45
2/9/2018	49372	Capitola Pump Company Inc.	Float Switches for Lift Station	\$433.93
2/9/2018	49373	Carpi Clay & Smith	Washington Representation	\$800.00
2/9/2018	49374	THOMURE, CHRISTINA	Security Deposit Refund	\$202.68
2/9/2018	49375	BOILING, CHRISTOPHER	Credit Balance & Security Deposit Refund	\$119.13
2/9/2018	49376	Comcast	Business Internet Service	\$52.11
2/9/2018	49377	SILVA, CONNIE	Credit Balance Refund	\$1,354.32
2/9/2018	49378	CopWare, Inc.	Legal Source Book Subscription	\$85.00
2/9/2018	49379	Dredging Supply Company, Inc.	Spare Part (Pump) for <i>Twin Lakes</i>	\$5,710.77
2/9/2018	49380	First Alarm Security & Patrol, Inc.	Security Patrol	\$5,407.92
2/9/2018	49381	Grainger	Safety Glasses, Fuel Transfer Pump and Screws for Jib Crane	\$376.56
2/9/2018	49382	EGAN, HOWARD	Credit Balance Refund	\$82.06
2/9/2018	49383	Independent Electric Supply, Inc.	Shipping	\$35.43

2/9/2018	49384	BLANKENSHIP, MARTIN	Credit Balance & Security Deposit Refund	\$603.30
2/9/2018	49385	McC Campbell Analytical, Inc.	Investigative Stormwater testing of Run-Off from Boatyard Metal Building	\$970.00
2/9/2018	49386	McMaster-Carr Supply Company	Padlocks	\$187.43
2/9/2018	49387	Microflex Corporation	Work Gloves	\$126.75
2/9/2018	49388	Mission Uniform Service	Uniform Cleaning	\$207.80
2/9/2018	49389	Moore & Sons Outboard Motors, Inc.	Cables for <i>Almar</i>	\$714.76
2/9/2018	49390	Pacific Gas & Electric Company	Utilities	\$1,981.03
2/9/2018	49391	Palace Art & Office Supply	Office Supplies	\$81.90
2/9/2018	49392	FUGETTA, PHILLIP	Credit Balance Refund	\$2,064.38
2/9/2018	49393	Ramos Oil Inc.	Fuel for <i>Twin Lakes</i>	\$21,512.40
2/9/2018	49394	Royal Wholesale Electric	Light Bulbs	\$119.36
2/9/2018	49395	Tesla Inc	Event Deposit Refund (Less Stop Payment Issued on Previous Refund)	\$4,965.00
2/9/2018	49396	The UPS Store	Shipping	\$36.06
2/9/2018	49397	US Relay	Monthly Webcam Service (2 Cameras)	\$484.00
2/9/2018	49398	West Coast Wire Rope	Poly Rope for <i>Dauntless</i>	\$813.75
2/9/2018	49399	West Marine Pro	Line for <i>Twin Lakes</i> and Rain Gear for Dredge Crew	\$1,230.72
	49400-49406	VOIDED CHECKS		
2/21/2018	49407	EKWALL, BILL	Credit Balance Refund	\$17.00
2/21/2018	49408	California State Disbursement Unit	Wage Garnishment (Payroll Deduction)	\$250.00
2/21/2018	49409	Compass Bank	Fee on Unused Line of Credit	\$416.66
2/21/2018	49410	Complete Mailing Service	Statement Mailing & Postage	\$701.33
2/21/2018	49411	FedEx	Shipping	\$242.47
2/21/2018	49412	Franchise Tax Board	Wage Garnishment (Payroll Deduction)	\$196.00
2/21/2018	49413	Holland MacLaurie	Mileage Expense Reimbursement (CalPELRA Conference)	\$141.45
2/21/2018	49414	Jorgensen, Siegel, McClure & Flegel, LLP	Legal Consultation	\$498.00
2/21/2018	49415	Mesiti-Miller Engineering, Inc.	Consulting Services - Aldo's Seawall Design & Engineering Services	\$4,793.50
2/21/2018	49416	Mid County Auto Supply	Serpentine Belt, Oil Filters, Exact Fit Blade	\$428.12
2/21/2018	49417	Operating Engineers Local Union No. 3	Union Dues (Payroll Deduction)	\$315.00
2/21/2018	49418	Pacific Gas & Electric Company	Utilities	\$10,719.11
2/21/2018	49419	UNUM Life Insurance Co. of America	Life, LTD & AD&D Insurance	\$1,097.42

2/21/2018	49420	West Marine Pro	Electrolysis Meter Testing and Dock Line for <i>Scout</i>	\$314.59
2/26/2018	49421	AmeriDyn	Dynamics Software Support	\$12.50
2/26/2018	49422	Amerigas	Fuel for Beach Equipment and Forklift	\$181.57
2/26/2018	49423	KULIKOWSKI, ANDY	Security Deposit Refund	\$106.60
2/26/2018	49424	AT&T	Telephone	\$1,843.61
2/26/2018	49425	B and B Small Engine	Landscaping Tools & Repair	\$704.63
2/26/2018	49426	Bay Building Janitorial, Inc.	Janitorial Services	\$2,850.00
2/26/2018	49427	Bay Plumbing Supply, Inc.	J-Dock Shower Remodel Supplies	\$391.01
2/26/2018	49428	Bayside Oil II, Inc.	Hazmat Disposal	\$1,090.00
2/26/2018	49429	Big Creek	Decking for Docks, Misc. Supplies	\$874.10
2/26/2018	49430	Blake Anderson	Training Expense Reimbursement	\$488.60
2/26/2018	49431	Brass Key Locksmith, Inc.	Lock for Aluminum Gate Prototype	\$174.07
2/26/2018	49432	Central Coast Systems	Fire Alarm Quarterly Monitoring	\$210.00
2/26/2018	49433	Clean Marinas	Clean Marina Recertification Fee	\$500.00
2/26/2018	49434	Comcast	Business Internet Service	\$387.56
2/26/2018	49435	County of Santa Cruz DPW	Hazmat Disposal	\$136.00
2/26/2018	49436	Dennis Smith	Expense Reimbursement (Employee Recognition Plaque)	\$227.42
2/26/2018	49437	Dredging Supply Company, Inc.	Spare Part (Pump) for Twin Lakes (Previously Paid on 02/09/2018, Refund Received 3/16/18)	\$5,710.77
2/26/2018	49438	Fastenal Company	Dredge Pipe Bolts, Gloves	\$750.48
2/26/2018	49439	Ferguson Enterprises, Inc.	Flange & Ring for 10" HDPE Pipe	\$341.12
2/26/2018	49440	TORRES, GABE	Security Deposit Refund	\$405.57
2/26/2018	49441	Garda CL West, Inc.	Excess Items Fee	\$2.00
2/26/2018	49442	Geo. H. Wilson, Inc.	2222 East Cliff HVAC Service Agreement	\$540.00
2/26/2018	49443	Hammond Glass Engraving	Employee Recognition Plaque	\$100.00
2/26/2018	49444	HD Supply Facilities Maintenance, Ltd.	J-Dock Shower Remodel Supplies	\$42.58
2/26/2018	49445	Henry Knebel	Credit Balance Refund	\$300.00
2/26/2018	49446	HOPKINS MARINE STATION	Security Deposit & Key Deposit Refund	\$456.20
2/26/2018	49447	DANNELLEY, JODY WAYNE	Security Deposit Refund	\$290.75
2/26/2018	49448	CATES, JOHN P.	Security Deposit Refund	\$348.90

2/26/2018	49449	John's Electric Motor Service	Motor for Booster Pump	\$2,896.80
2/26/2018	49450	LARSEN, KEVIN	Credit Balance Refund	\$476.60
2/26/2018	49451	Large's Metal Fabrication, Inc.	Aluminum for Fabrication of Dock Gate Prototype	\$2,959.00
2/26/2018	49452	Lawson	Coupler and Whip Hose	\$103.24
2/26/2018	49453	Long Distance Consolidated Billing	Long Distance Telephone	\$121.22
2/26/2018	49454	Matheson Tri-Gas, Inc.	Welding for Gas Cylinders	\$656.63
2/26/2018	49455	MBS Business Systems	Quarterly Copy Machine Charges	\$649.31
2/26/2018	49456	McMaster-Carr Supply Company	Aluminum Saw Blade & Padlock	\$352.42
2/26/2018	49457	Mid County Auto Supply	Fuel Line for <i>Twin Lakes</i> , Fuel Line and Oil for <i>Squirt</i> , Tools and Supplies	\$328.36
2/26/2018	49458	Mission Uniform Service	Uniform Cleaning	\$486.93
2/26/2018	49459	Marine Recreation Association	California Boating Congress Conference Registration Fee	\$220.00
2/26/2018	49460	Pacific Gas & Electric Company	Utilities & Energy Efficient Loan	\$6,126.92
2/26/2018	49461	Palace Art & Office Supply	Office Supplies	\$112.06
2/26/2018	49462	Peninsula Diesel Inc.	Steering Repairs on <i>Dauntless</i>	\$3,768.47
2/26/2018	49463	Peterson	Zinc Plugs for <i>Twin Lakes</i>	\$178.00
2/26/2018	49464	West Marine Pro	Zincs for <i>Squirt</i> , Power Cord & and Cell Phone Case	\$203.99
2/26/2018	49465	Randazzo Enterprises, Inc.	Disposal of Abandoned Vessel (SAVE Grant Reimbursable)	\$7,439.22
2/26/2018	49466	Red Wing Shoe Store	Safety Boots for Maintenance Worker (Employee Reimbursable)	\$176.03
2/26/2018	49467	VAN DINE, RICH	Security Deposit Refund	\$110.80
2/26/2018	49468	Riverside Lighting & Electric	Light Bulbs	\$10.92
2/26/2018	49469	LEO, RYAN	Credit Balance & Security Deposit Refund	\$690.14
2/26/2018	49470	San Lorenzo	Hinges for Jib Crane	\$56.18
2/26/2018	49471	Santa Cruz Fire Equipment Company	Hazmat Shed Inspection	\$155.73
2/26/2018	49472	Santa Cruz Records Management, Inc.	Document Shredding	\$120.00
2/26/2018	49473	SC Fuels	Hydraulic Oil for <i>Twin Lakes</i>	\$1,948.95
2/26/2018	49474	Santa Cruz Municipal Utilities	Utilities	\$4,074.81
2/26/2018	49475	Soil Control Lab	Water Testing	\$360.00
2/26/2018	49476	Supply Works	Janitorial Supplies	\$1,084.34
2/26/2018	49477	The Skylight Place, Inc.	Window Casement Operator	\$254.73
2/26/2018	49478	TEDESCO, TODD	Security Deposit Refund	\$242.68

2/26/2018	49479	Mark Larsen DBA: Viking Window Cleaning	Harbor Office Window Cleaning	\$24.00
2/26/2018	49480	Wendy L. Cumming	CPA Consulting Services	\$362.50
2/26/2018	49481	West Coast Wire Rope	Rope for <i>Twin Lakes</i> Anchor Buoys	\$1,257.65
2/26/2018	49482	Hose Shop	Water Main Hoses & <i>Twin Lakes</i> Snorkel Repair	\$1,731.21
2/6/2018	EFT	Comerica Cardmember Services	Meeting Refreshments, Employment Advertising, Tile for J-Dock Shower Remodel, First Aid Supplies, Wheels for Garbage Bins, Supplies for Pump-a-head Repair	\$6,700.80
2/28/2018	EFT	CalPERS	CalPERS Retirement Unfunded Liability	\$15,209.73
2/28/2018	EFT	CalPERS	CalPERS Retirement (Employee/Employer Contribution)	\$25,982.39
2/28/2018	EFT	CalPERS	Health Insurance Premiums	\$29,358.26
2/28/2018	EFT	Paychex	Payroll Fees	\$982.45
2/28/2018	EFT	Bankcard	Credit Card Processing	\$2,818.83
2/28/2018	EFT	Comerica	Comerica Bank Fees	\$1,294.89
2/28/2018	EFT	Paychex	Payroll Taxes	\$63,333.51
		February 2018 Disbursements		\$225,017.39
		February 2018 Payroll		\$140,671.71
		Total February 2018 Disbursements		\$365,689.10

Santa Cruz Port District

California Marine Affairs and Navigation Conference (CMANC)

Washington, D.C.

March 5-7, 2018

Conference Debrief by Port Director Olin

Commissioner Goddard and Port Director Olin attended the annual CMANC conference in Washington, DC.

Santa Cruz Port District (SCPD) is a member of CMANC, a consortium of California harbors, ports and marine interest groups with a mission of maintaining the integrated system of ports and harbors along California's shoreline. As a show of strength in numbers, CMANC attendees participated in group meetings with legislators, legislative staff and agencies to press for issues important to CMANC, California and the nation, including:

- Budgeting for Operations and Maintenance (O&M) needs of ports, harbors and transportation infrastructure;
- Stressing the importance of California's ports on goods movement throughout the nation and the jobs they support;
- Ensuring the Harbor Maintenance Tax is used for its intended purpose;
- Supporting science-based management of coastal resources; planning for climate change impacts; and stressing the importance of regulatory support for beneficial re-use of clean sediment.

Large, medium and small ports in attendance supported each other and stressed the interdependency of California ports and harbors, and the important and unique role each plays in the system.

Julie Minerva of Carpi Clay scheduled individual meetings for SCPD to discuss issues of local concern. The primary focus of these meetings was to thank legislators and staff for their support in securing ongoing work plan funding which partially reimburses SCPD for the cost of dredging the federal entrance channel at Santa Cruz Harbor. The meetings provided an opportunity to inform legislators and staff about:

- Santa Cruz Harbor's high dredging needs;
- Santa Cruz Harbor's investment in equipment and personnel resources to dredge the federal navigation channel (recent acquisition of \$5 million dredge *Twin Lakes*);
- The unique partnership created by the Memorandum of Agreement between SCPD and the USACE which provides the cost sharing agreement for maintenance dredging of the federal channel;
- SCPD's request for \$449,000 in O&M reimbursement for FY18.

Agendas and other informational hand-outs are attached.

Port of Santa Cruz
Washington Agenda
March 5 – 7, 2018

Monday, March 5th

- 10:40 am Arrive at Corps HQ
- 11:00 am **Bradd Schwichtenberg, Civil Deputy SPD RIT, US Army Corps of Engineers**
441 G Street, NW
(202) 761-1367, Bradd.R.Schwichtenberg@usace.army.mil
Carpi & Clay Staff: Julie Minerva
- Noon Lunch window
- 3:15 pm **Alexis Segal, Legislative Assistant, Office of Senator Dianne Feinstein**
331 Hart Senate Office Building
(202) 224-3831, Alexis_Segal@feinstein.senate.gov
Note: This is a 15 minute meeting
Carpi & Clay Staff: Julie Minerva
- TBD **CMANC Welcome reception hosted by the Hanson's**
Details to be provided by CMANC

Tuesday, March 6th

- 12:45 pm **Representative Jimmy Panetta (CA-20)**
228 Cannon House Office Building
POC: Rose Leopold
(202) 225-2861, rose.leopold@mail.house.gov
Carpi & Clay Staff: Eric Swedlund
- 5:30 pm – 7:30 pm **CMANC Golden State Reception**
2253 Rayburn House Office Building

CALIFORNIA MARINE AFFAIRS AND NAVIGATION CONFERENCE
March 6 – 7, 2018



Important Phone Numbers

Jim Haussener

Julie Minerva

Mimma Faudale

PICTURE ID REQUIRED FOR AGENCY MEETINGS

Tuesday, March 6

- 8:00 am - 11:30 am **Morning Session** – Continental Breakfast Provided
660 North Capitol Street, NW
Please use NACo/NLC conference center entrance
- 8:30 am **Washington Update and Overview of Agenda**
Jim Haussener, CMANC & Julie Minerva, Carpi & Clay
- 9:00 am **Guest Speaker: Jim Havard, Chief, Watershed Branch**
EPA Office of Water
- 9:30 am **Guest Speaker: Helen Brohl, Executive Director**
US Committee on the Maritime Transportation System
- 10:00 am **Guest Speaker: Bradley Watson, Acting Executive Director**
Coastal States Organization
- 10:30 am **Guest Speaker: Susan Monteverde, Vice President of**
Government Relations, American Association of Port
Authorities
- 11:00 am **Guest Speaker: Kerry Thomas, Chief, Transportation**
Infrastructure Security Branch, FEMA
Cynthia Simmons-Steele, Supervisory Program Analyst, FEMA
Kevin Groves, Program Analyst, FEMA
- 11:35 am Travel from Morning Session to Corps HQ
- 12:00 pm Arrive at Corps HQ
- 12:30 pm – 2:30 pm **Lunch discussion with the US Army Corps of Engineers**
Bradd Schwichtenberg SPD RIT Deputy Chief; Julia Harvey SPD
RIT Sr. PM; Charles Wilson SPD RIT Sr. Planner;
Geoff Chatfield SPD RIT Endowed Chair; Dr. Larry McCallister,
SES Chief of Engineering and Construction; Eddie Belk Chief of
Programs, SES; James Dalton, SES Director of Civil Works,
Sheryl Carrubba HQ Coastal Navigation Program Manager;
Robyn Colosimo OASA CW (tentative); Thomas Smith, SES

(tentative) Chief of Operations and Regulatory; Tiffany Burroughs
(tentative) Chief of Navigation Branch
441 G Street, NW
(202) 761-1367

- 2:15 pm **Joe Bentz, Deputy Assistant Secretary of the Army for Civil Works
Office of the Assistant Secretary of the Army
Corps HQ**
- 2:30 pm Group 1: Travel from Corps HQ to Longworth House Office Building
- 2:45 pm Group 2: Travel from Corps HQ to OMB
- 3:00 pm **Group 1: Joe Sheehy, Legislative Director
Office of Representative Grace F. Napolitano (CA-32)
1610 Longworth House Office Building
POC: Joseph Ciccone
(202) 225-5256, joseph.ciccone@mail.house.gov**
- 3:45 pm Group 2: Arrive at OMB for security clearance
- 4:30 pm **Group 2: James Herz, Associate Director, Natural Resources,
Energy, and Science, Office of Management and Budget
Eisenhower Executive Office Building
1650 Pennsylvania Avenue, Room 248
POC: Charles Dankert
(202) 395-3120, Charles.M.Dankert@omb.eop.gov
*** Photo ID and pre-clearance required***
- 4:00 pm Group 1: Travel from House to Senate
- 4:30 pm **Group 1: Charles Carroll, Legislative Assistant
Office of Senator Budget Committee Chairman Mike Enzi (WY)
379A Russell Senate Office Building
(202) 224-3424, charles_carroll@enzi.senate.gov**
- 5:00 pm Group 1: Travel from Senate to Rayburn House Office Building
- 5:00 pm Group 2: Travel from OMB to Rayburn House Office Building
- 5:30 pm – 7:30 pm **CMANC Golden State Reception
2253 Rayburn House Office Building**

Wednesday, March 7

- 8:30 am - 11:00 am **Coffee with Congress - Continental Breakfast Provided
2253 Rayburn House Office Building**
- 9:30 am **Guest Speaker: TBD**
- 10:00 am **Guest Speaker: Trent Bauserman, Senior Policy Advisor
Office of the House Minority Whip Steny Hoyer**

10:30 am **Guest Speaker: Representative John Garamendi (CA-3)**

11:00 am Group 1: Travel from House to Senate

11:30 am **Group 1: Alexis Segal, Legislative Assistant
Office of Senator Dianne Feinstein**
331 Hart Senate Office Building
(202) 224-3831, Alexis_Segal@feinstein.senate.gov

12:00 pm **Group 2: Representative Julia Brownley (CA-26)**
1019 Longworth House Office Building
POC: Katie Gillen
(202) 225-5811, katie.gillen@mail.house.gov

1:00 pm **Group 1: Monica Pham, Legislative Counsel
Office of Senator Kamala D. Harris**
112 Hart Senate Office Building
(202) 224-3553, monica_pham@harris.senate.gov

2:00 pm **Group 2: Jessica Powell, Legislative Assistant, Office of House
Budget Committee Chairman Steve Womack (AR-3)**
2412 Rayburn House Office Building
(202) 225-4301, Jessica.Powell@mail.house.gov

2:40 pm Group 1: Arrive at DOT

3:00 pm **Group 1: Robert Mariner, Deputy Director
Office of Infrastructure Finance and Innovation
U.S. Department of Transportation**
1200 New Jersey Ave, SE
Media Center – Room 4
POC: Sean Poole
(202) 366-3132, sean.poole@dot.gov
***Photo ID required*

3:00 pm **Group 2: Robert Edmonson, Chief of Staff
Office of Democratic Leader Nancy Pelosi**
233 Cannon House Office Building
(202) 225-0100, Robert.Edmonson@mail.house.gov

3:45 pm **Group 2: Dustin H. Davidson, Legislative Assistant
Office of Water Resources & Environment subcommittee
Chairman Garret Graves (LA-06)**
430 Cannon House Office Building
(202) 225-3901, Dustin.Davidson@mail.house.gov

CALIFORNIA'S PORTS AND HARBORS

2018 MEETINGS, ATTENDEES

WASHINGTON, DC

Mr. Richard Aschieris	Port of Stockton
Councilmember Brad Avery	City of Newport Beach
Ms. Cristina Birdsey	Port of Hueneme
Commissioner Brian Brennan	Ventura Port District
Mr. Grady Bryant	Gahagan & Bryant
Ms. Marisela Caraballo DiRuggiero	Port of Los Angeles
Mr. Scott Collins	City of Morro Bay
Mayor Duffy Duffield	City of Newport Beach
Ms. Denise Dutra	The Dutra Group
Mr. Eric Endersby	City of Morro Bay
Mr. Cesar Espinosa	L.A. County, Dept. of Beaches & Harbors
Commissioner Toby Goddard	Santa Cruz Port District
Mr. Bill Hanson	Great Lakes Dredge & Dock
Mr. Jim Haussener	CMANC Staff (CA)
Mr. John Haynes	City of Monterey
Council Member John Headding	City of Morro Bay
Mr. Ryan Hernandez	Contra Costa County
Ms. Karen Holman	Port of San Diego
Mayor Jamie Irons	City of Morro Bay
Mr. Jay Jahangiri	TRE Consulting
Ms. Lyn Krieger	Channel Islands Harbor
Ms. Anne Landstrom	Moffatt & Nichol
Ms. Andrea Lueker	Port San Luis Harbor District
Mr. Chris Miller	City of Newport Beach
Ms. Julie Minerva	CMANC Staff (WDC)
Mr. John Moren	San Mateo County Harbor District
Ms. Marian Olin	Santa Cruz Port District
Mr. Richard Parsons	Ventura Port District
Mr. Brian Pendleton	Ventura Port District
Mr. Rick Rhoads	Moffatt & Nichol
Commissioner Bob Vessely	Port San Luis Harbor District
Mr. Thanh Vuong	Port of Oakland
Ms. Suzy Watkins	Channel Islands Harbor
Mr. David Webb	City of Newport Beach
Mr. Jeff Wingfield	Port of Stockton
Mr. David Yow	Port of San Diego

CMANC is a consortium of California harbors, ports and marine interest groups with a mission of maintaining the integrated system of ports and harbors along California's 3,427 mile tidal shoreline as a major gateway for the nation's commerce while protecting the interests of California citizens and the environment.

CMANC's Current Issues:

Gain adequate Presidential Budget Requests to construct and properly maintain statutorily authorized maritime infrastructure, including ports, harbors, and related transportation structures;

Obtain Congressional appropriations to meet the WRRDA 2014 goals for FY2019;

Achieve the full expenditure of Harbor Maintenance Tax receipts for their intended purpose;

Support complete Congressional appropriations for all Federal Navigation Structures/projects;

Advise the U.S. Army Corps of Engineers on efficiencies within the navigation program to do all necessary development and maintenance;

Support adaptive and flexible management of coastal resources including sediment based on proven and scientific techniques;

Support a risk management approach on potential impacts for climate change that includes the life expectancy of structures;

Support a Re-authorization of the Magnuson-Stevens Act that preserves the integrity of the law while providing more consideration for communities, careful increases in flexibility in rebuilding timelines, and assuring that the Act is the singular law of the land for fisheries management and habitat protection;

Encourage the development of an intermodal National Freight Policy to promote trade growth at ports; and,

Support a Coastal and Marine Spatial Planning structure that is inclusive of all stakeholders, non-regulatory and transparent.

Public Agency Members

Channel Islands Harbor,
Ventura County

City of Monterey

City of Morro Bay

City of Oceanside

City of Newport Beach

City of Redondo Beach

City of San Leandro

City of San Rafael

City of Santa Barbara

Contra Costa County

County of Los Angeles

County of Orange

County of Ventura

Crescent City Harbor

Humboldt Bay Harbor

Moss Landing Harbor

Napa County

Noyo Harbor District

Port San Luis Harbor Dist

Port of Hueneme

Port of Long Beach

Port of Los Angeles

Port of Oakland

Port of Redwood City

Port of Richmond

Port of San Diego

Port of San Francisco

Port of Stockton

Port of West Sacramento

San Mateo Co. Harbor

Santa Cruz Port District

Ventura Port District

Jim Haussener

Executive Director

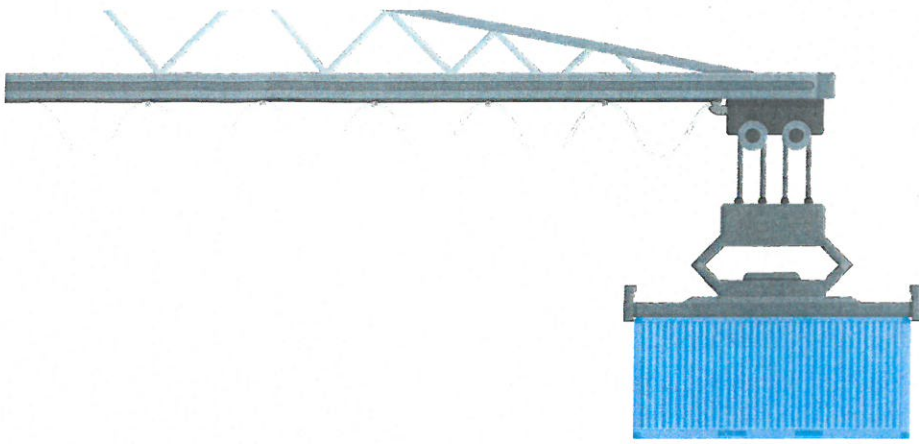
20885 Redwood Rd., # 345

Castro Valley, CA 94546

(925) 828-6215

www.cmanc.com

Jim@cmanc.com



THE CALIFORNIA PORT & HARBOR SYSTEM

A MODEL FOR THE NATION



THE CALIFORNIA PORT & HARBOR SYSTEM SUPPORT DIVERSE NEEDS:

Containerized Cargo | Commercial Fishing | Automobiles | Recreation |
Cruise Ships | Agriculture | Manufacturing | Cargoes of All Types | Energy

The Nation is Dependent on the California Port and Harbor System
for its economic sustainability.

California Ports share the responsibility for carrying out this mandate.
NO ONE PORT CAN DO IT ALL!

Each port and harbor, large or small, has a role in the international trade
and needs federal support to perform its role.

California is the nation's leader in maritime business and recreation, serving
both in an environmentally sustainable manner.

Harbormaster's Report

Regular Public Session of March 27, 2018

Boatyard Report:

Service	Feb 18'	Jan 18'	Dec 17'
Haul outs	23	19	10
Hang in straps	4	5	6
Haul from water onto trailer	0	0	0
Splash	21	15	9
To/From Trailer	1	3	1
Crane Ops	3	3	2
Masts	0	0	0
Trailerred Boats (No Lift)	0	0	0

The Boatyard is currently offering a "Commercial Fishermen's Special," which offers a 20% discount on haulouts and laydays to registered commercial fishermen. The promotion runs through March 31, 2018.

The Boatyard will host the 4th Annual Marine Flea Market on Saturday, March 31, 2018, from 9:00 AM to 3:00 PM.

Harbor Activities/Events/News:

Staff participated in a tour of Willard Marine Inc., in Anaheim, California, to discuss vessel designs for future replacement of the *Almar* patrol vessel. Willard Marine fabricates primarily fiberglass vessels for the government and law enforcement agencies, including the U.S. Navy, Coast Guard and other state and local agencies.

In preparation for a busy summer season, five new seasonal, part-time employees have been hired. They will attend a new-hire orientation and begin training in March.

The harbor disposed of five derelict vessels utilizing funds from the Division of Boating and Waterways (DBW) Surrendered and Abandoned Vessel Exchange (SAVE) grant.

The Santa Cruz Yacht Club hosted an S-22 Team Racing event.

Thirteen staff members attended the 13th Annual Fallen Officers Foundation Ball at the Coconut Grove on Saturday, February 10, 2018. This non-profit foundation supports Santa Cruz County first responders and their families in need. Harbor businesses, commercial fishermen, charters, and the Port District donated several items for the silent and live auction at the event.

Training

During the past month, Harbor staff participated in the following training:

Firearms Range Qualification

Harbor Patrol successfully completed their quarterly firearms range qualification.

Division of Boating and Waterways (DBW) Grant Program Training

Staff attended the Division of Boating and Waterways (DBW), one-day grant writing training in Sacramento, California. Staff participated in this training to prepare for submittal of the Boating Safety and Enforcement Equipment (BSEE) Grant application, requesting funding for a new patrol vessel in addition to receiving updated information about the Surrendered and Abandoned Vessel Exchange (SAVE) Grant program.

Courtroom Testimony Training

Staff participated in courtroom testimony training. Topics presented included: preparation, impartiality, and memory and language.

California Boating Congress

One Senior Deputy Harbormaster participated in the 3rd Annual California Boating Congress, a two-day conference held in Sacramento, California. The conference is an opportunity for members of the marine industry and boating community to meet with local politicians and regulatory agencies to discuss the economic growth and potential job opportunities, new legislation and educational challenges for boaters.

Fuel Prices

Unleaded	\$4.35
Diesel	\$3.59
Commercial Diesel	\$3.49

Facilities and Engineering Manager's Report

Public Meeting of March 27, 2018

Dredge Operations

Entrance Dredging

The dredge crew has done a great job keeping the federal entrance channel open with safe and navigable depths this season. Weather permitting, the dredge crew should have the entrance channel dredged to design depths by the end of the season. The crew will begin to work to address shoaling along the northwest side of the entrance channel (near Aldo's) during the second week in April.

Squirt

Squirt is currently being utilized as a booster pump to facilitate the dredging operation currently being performed in the north harbor culvert area by maintenance crews using the submersible Toyo pump (see Maintenance Operations, below). On April 2, 2018, the dredge crew will resume dredging the X-J channel with *Squirt*, and work their way north from their current position (in Quadrant Q2) toward the culvert area (Quadrant Q1).

Loader

Crews performed minimal repairs and maintenance on the loader, in preparation for selling it at auction. The loader is currently advertised for sale on publicsurplus.com. The auction is set to close on March 29, 2018.

Maintenance Operations

Toyo Submersible Pump

Maintenance crews constructed a pipeline in the north harbor to plumb the submersible Toyo pump into the dredge *Squirt* to facilitate dredging in the culvert area (Quadrant Q1). The Toyo pump requires a booster to push the material from the north harbor the electric booster pump located at the bridge. Maintenance crews fabricated an adapter, so the Toyo can discharge directly into *Squirt's* ladder. The Toyo pump is proving to be a great tool for dredging the inner harbor. Staff is researching options, including purchase of a barge, so the Toyo can be deployed waterside. The Toyo is currently being deployed from a shore-side position, using the crane.

10" Steel Pipeline

Maintenance crews repaired the steel pipe that connects the booster to the HDPE pipe under the trestle, after a hole in the pipe was discovered. Maintenance crews craned out the 65' piece and welded a patch over the hole in the long sweep elbow.

Miscellaneous

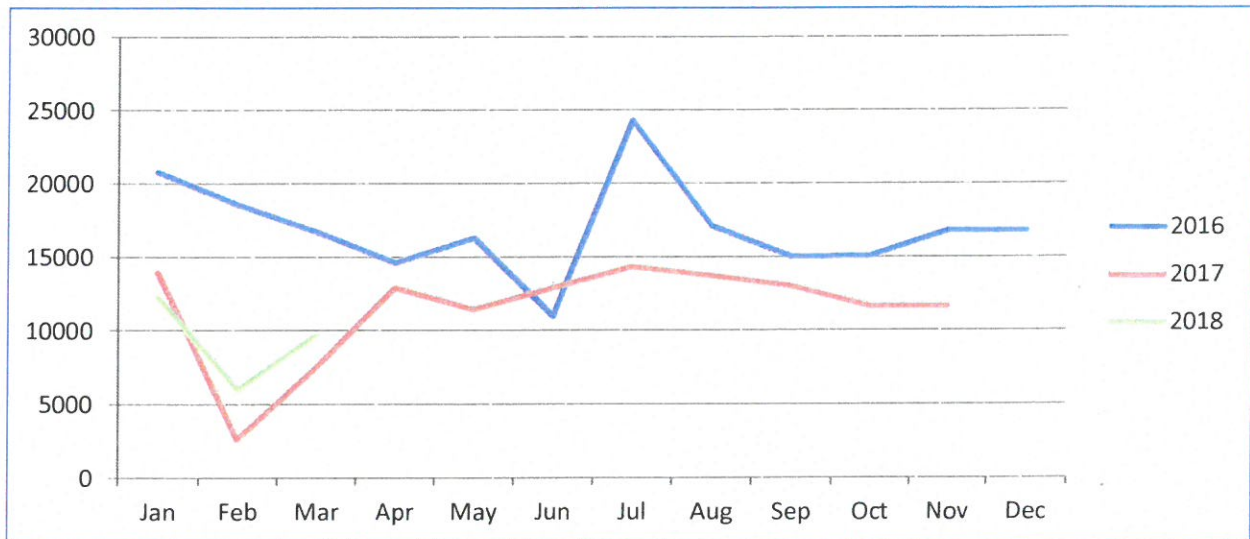
Surplus

The Kubota tractor sold at auction for \$8,400.

Santa Cruz Port District
60 DAY DELINQUENT ACCOUNTS

The following accounts have balances 60 days delinquent as of March 19, 2018.

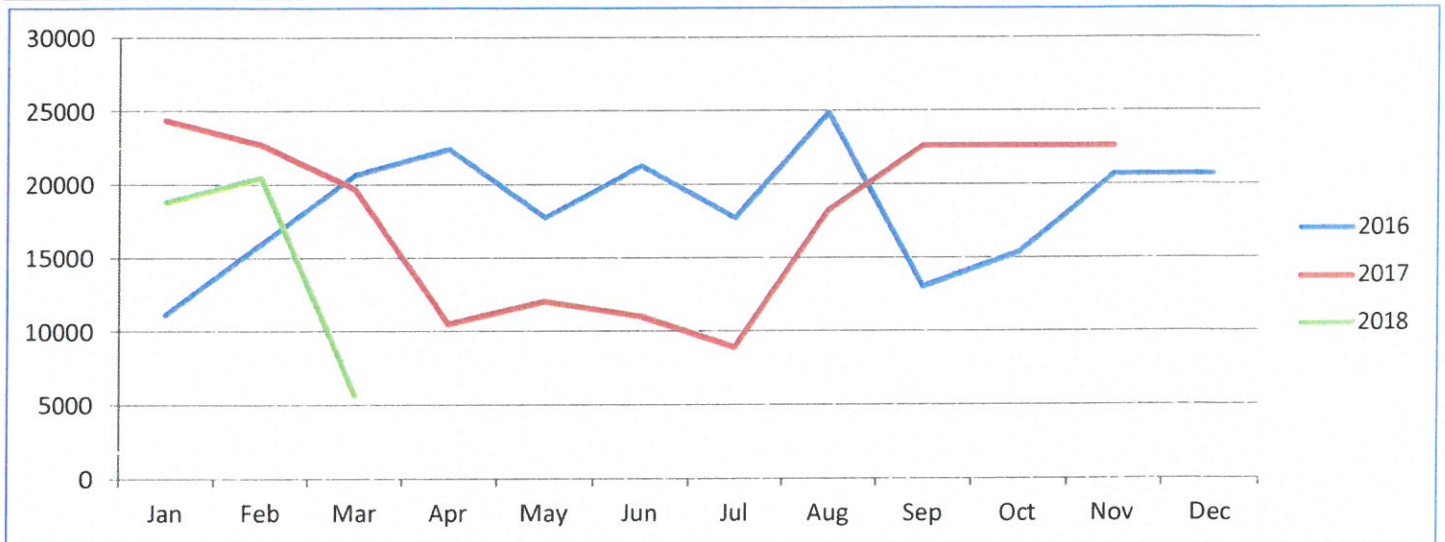
Account Number	Current Month	30 Day Balance	60 Day Balance	90 Day Balance	Total Balance
42228	729.87	728.23	197.42	0.00	1,655.52
45853	407.47	404.33	410.60	0.00	1,222.40
4039	362.61	359.01	331.70	0.00	1,053.32
1918	326.44	323.97	296.50	0.00	946.91
55108	464.91	413.32	22.96	0.00	901.19
45941	442.31	413.82	5.03	0.00	861.16
3654	265.25	263.28	219.05	0.00	747.58
55956	179.61	219.61	209.43	0.00	608.65
47368	190.83	189.47	163.11	0.00	543.41
57131	150.92	149.89	123.86	0.00	424.67
48858	27.31	0.00	305.11	0.00	332.42
48170	80.28	79.82	54.37	0.00	214.47
56036	80.28	79.82	54.37	0.00	214.47
Total:	3,708.09	3,624.57	2,393.51	0.00	9,726.17



Santa Cruz Port District
90+ DAY DELINQUENT ACCOUNTS

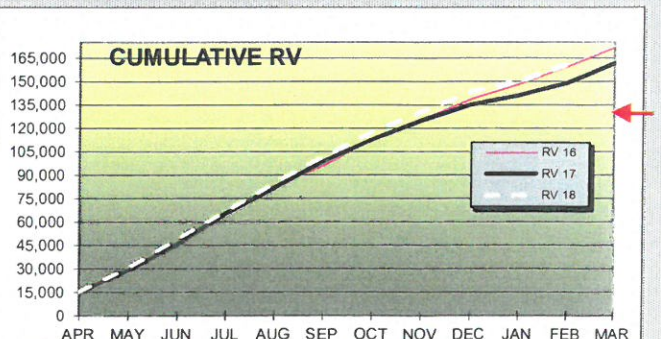
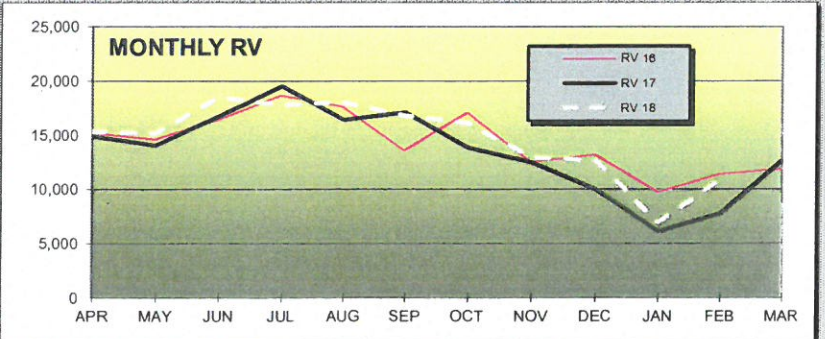
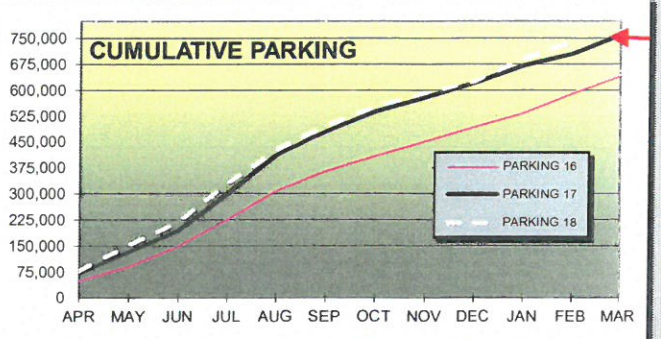
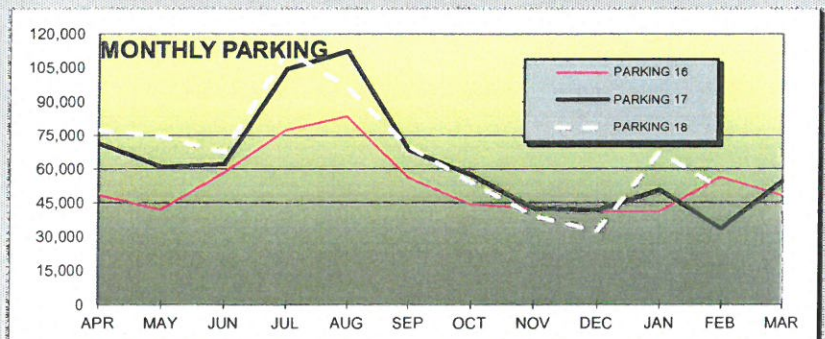
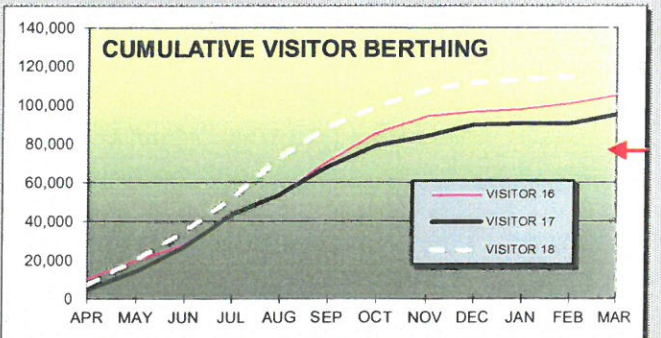
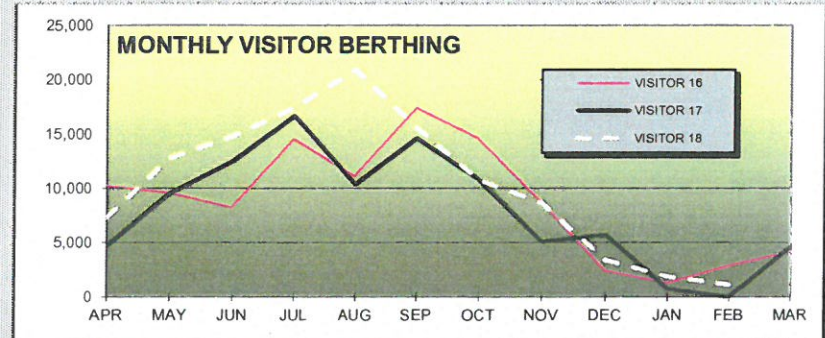
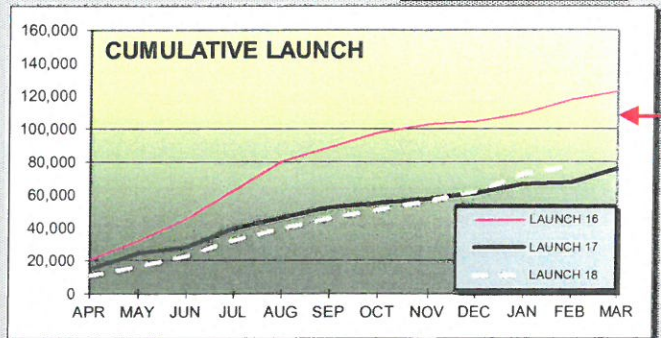
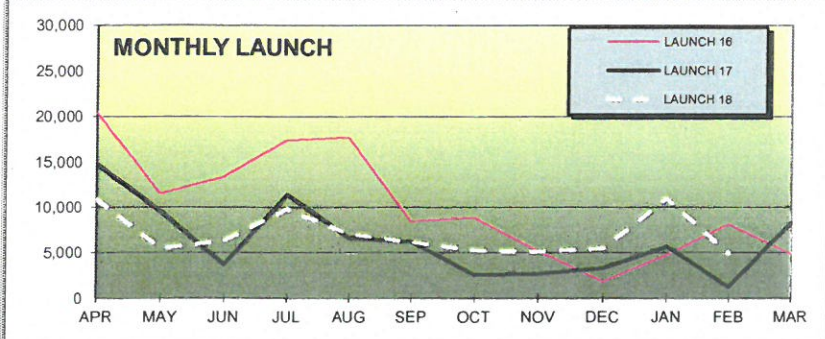
The following accounts have balances 90 days delinquent or greater as of March 19, 2018.

Account Number	Current Month	30 Day Balance	60 Day Balance	90+ Day Balance	Total Balance	Commercial Slip	Action
2862	667.99	661.98	721.80	1,287.72	3,339.49		Revoked / Liated
3083	268.56	265.70	271.40	138.39	944.05		Payment Plan
56146	160.59	257.88	356.00	69.13	843.60		Revoked / Liated
56994	85.72	85.24	84.76	336.14	591.86		Revoked / Liated
TOTAL:	1,182.86	1,270.80	1,433.96	1,831.38	5,719.00		



SEASONAL INCOME

FY18 Budget ←





TO: Port District Commission
FROM: Latisha Marshall, Harbormaster
DATE: March 7, 2018
SUBJECT: Crime/Incident/Citation Report February 2018

Crime Reports, Assists Outside Department and Incident Reports:

- 02/04/18 Harbor Patrol took a vandalism report after a vehicle was keyed in the area of E-Dock. The vehicle owner was contacted, and indicated that he knew of a possible suspect. The vehicle owner did not want to pursue the matter further.
- 02/13/18 Harbor Patrol arrested a subject for public intoxication in the area of Arana Gulch. The subject was transported to the County's sobering center without further incident.
- 02/14/18 Harbor Patrol took an accident report after a sailing vessel collided with an unknown object while transiting the harbor entrance. No injuries were reported. A damage assessment has yet to be completed.
- 02/14/18 Harbor Patrol took an incident report after an unknown person(s) broke into a vessel in the area of G-Dock. Alcohol was reported stolen, but there was no damage to the vessel. No suspect information available.
- 02/17/18 Harbor Patrol took an incident report after an unknown person(s) broke into a vessel in the area of G-Dock. Nothing was reported stolen, but the vessel sustained minor damage. No suspect information available.
- 02/19/18 Harbor Patrol took an incident report after extremely high winds caused a dumpster to fall over and hit a vehicle parked in the north harbor. Harbor Patrol notified the vehicle owner. No injuries were reported.
- 02/24/18 Harbor Patrol performed a vehicle stop in the area of East Cliff Drive and 17th Avenue for suspicion of a subject driving under the influence of alcohol. The case was turned over to California Highway Patrol (CHP) CHP, who arrested the subject for driving under the influence and towed the vehicle.
- 02/25/18 Harbor Patrol took an accident report after a subject lost control of his vessel and unintentionally collided with a vessel berthed in its slip on V-Dock. No injuries were reported. Harbor Patrol notified the vessel owner.

Search/Rescue/Recovery:

- 02/11/18 Harbor Patrol responded to a report of two kayakers in distress in the area off of Black's Beach. Once on scene, it was discovered that nearby stand-up paddlers assisted the subjects safely to shore, and the call was cancelled.
- 02/16/18 Harbor Patrol responded to a report of two kayakers in distress approximately 1/8 mile outside the harbor entrance. The subjects had fallen overboard and were unable to re-board their kayak. Prior to Harbor Patrol's arrival, a nearby vessel operator assisted the two subjects aboard his vessel. Harbor Patrol towed the kayak back to the harbor without further incident. No injuries were reported.
- 02/19/18 Harbor Patrol responded to a report of a vessel in distress in the harbor entrance. The vessel operator lost control of his sailing vessel and became stuck on the jetty rocks. Harbor Patrol towed the sailboat back to the harbor without further incident. No injuries were reported.

February Parking Citations: 232

-----Original Message-----

From: Burleigh Cooper [<mailto:burleigh49@gmail.com>]

Sent: Saturday, February 24, 2018 3:48 PM

To: Don Kinnamon

Subject: Cooper Family

Don,

Just a quick note from my personal e-mail to thank the HP for the "above & beyond" response to both reports of break ins on our boat.

Frankly, having worked with and represented numerous LEOs over the years, my wife & I are truly impressed with the competence & care demonstrated by not only you & your team, but admin & maintenance folks as well.

Please feel free to share this with anyone you deem appropriate.

Thank you again,

Burleigh, Helen & Mia Cooper
831-295-0302

Sent from my iPhone

Port Commission Review Calendar 2018-19

2018

January-March

- ✓ Committee assignments for 2018
- ___ Sea Scouts' bi-annual report
- Slip vacancy bi-annual report / waiting list statistics
- ✓ FY 19 Budget
- ✓ Review 5-year CIP
- ✓ Ethics Training Update
- Form 700 Filing (due by 03/31 each year)

April-June

- Intero lease exp. 5/31/18 (no option)
- ___ Dredge Report 2017-18
- ___ 2017 Vessel Use List Review

July-September

- ___ Review of O'Neill Sea Odyssey slip rent reduction / charter fee. PC action of 07/07
- ___ Sea Scouts' bi-annual report
- ___ Slip vacancy bi-annual report / waiting list statistics
- ___ Review / amend conflict of interest code

October-December

- ___ Annual review of business use of slips
- ___ Ethics training (Dec 2018)
- ___ Port Commission officers for 2019
- ___ Update on Murray Street Bridge Project
- ___ Biennial Update to Conflict of Interest Code

Committee Review Items (timeline not specified)

- ___ Review sublet fee structure, partnership fee structure, vessel use list and monthly end-tie rates (Business-Finance Committee)
- ___ Review of vessel use list policies (Policy/Operations Committee)
- Discuss insurance requirements for licensees (Policy/Operations Committee) review complete; future public workshop to be scheduled

2019

January-March

- ___ Committee assignments for 2019
- ___ Sea Scouts' bi-annual report
- ___ Slip vacancy bi-annual report / waiting list statistics
- ___ FY 20 Budget
- ___ Review 5-year CIP
- ___ Ethics Training Update
- ___ Form 700 Filing (due by 03/31 each year)
- ___ Bi-annual Anti-Harassment/Anti-Discrimination Training

April-June

- ___ Dredge Report 2018-19
- ___ Vessel Use List Review

July-September

- ___ Review of O'Neill Sea Odyssey slip rent reduction / charter fee. PC action of 07/07
- ___ Sea Scouts' bi-annual report
- ___ Slip vacancy bi-annual report / waiting list statistics

October-December

- ___ Annual review of business use of slips
- ___ Port Commission officers for 2020
- ___ Nexus Wealth Advisors lease exp. 11/30/19 (2) 3 year options

Future Calendar

- ABC End-Tie review after Murray Street Bridge Retrofit

Updated 03/19/18
Progress/CommissionReviewCalendar-2018.doc

Key

- ___ Pending
- In process
- ✓ Done