



Special Closed & Regular Public Session of April 25, 2017

**Santa Cruz Port Commission
MINUTES**

Commissioners Present:

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

SPECIAL PUBLIC SESSION – 4:00 PM

Chairman Goddard brought the special public session to order at 4:00 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 and 54957.

At 4:01 PM, Chairman Goddard announced the Commission will meet in closed session to discuss agenda items 3, 4, and 5.

SPECIAL CLOSED SESSION

3. Public Employment: Port Director
4. Conference with Real Property Negotiators
Property: 333 B Lake Avenue
Agency Designated Representative: M. Olin
Negotiating Parties: Bayside Marine
Under Negotiation: Lease
5. Conference with Real Property Negotiators
Property: 790 A & B Mariner Park Way
Agency Designated Representative: M. Olin
Negotiating Parties: Chardonay and Pacific Yachting & Sailing
Under Negotiation: Lease

SPECIAL PUBLIC SESSION

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

Chairman Goddard announced that the Commission took no reportable action in closed session on items 3, 4, or 5.

Chairman Goddard adjourned the special open session following the closed meeting at 6:52 PM.

REGULAR PUBLIC SESSION – 7:00 PM

Chairman Goddard 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.

7. Pledge of Allegiance

8. Oral Communication

Discussion: Slip renter Bill Lee urged the Commission to consider authorizing overtime work for the dredge crew and hiring outside help to assist with dredging the entrance channel, through the permit extension date of May 12, 2017.

Tow BoatU.S. Captain Monte Ash stated that BoatU.S. is one of the nation's largest vessel insurance companies and offers resources that may assist and guide policy related discussions regarding insurance requirements for slip renters.

Chairman Goddard thanked Mr. Ash for his offer and stated that his input will be appreciated during policy related discussions.

Slip renter Neli Cardoso invited the Commission to attend the County's public meeting on April 27, 2017, to discuss the future of the 8.3-acre parcel located in the north harbor at 7th Avenue and Brommer Street.

CONSENT AGENDA

9. Approval of Minutes

- a) Special Public Study Session of March 28, 2017
- b) Regular Public Session of March 28, 2017

MOTION: Motion made by Vice-Chairman Smith, seconded by Commissioner Geisreiter to approve the consent agenda.
- *Motion carried unanimously.*

REGULAR AGENDA

10. Presentation by County Public Works – Twin Lakes Beachfront Project

Discussion: Interim Port Director Olin introduced speaker, Betsey Lynberg, the Director of Capital Projects for the County of Santa Cruz. Interim Port Director Olin stated that Ms. Lynberg will provide an update on the progress of the Twin Lakes Beachfront Project.

Ms. Lynberg stated that the Twin Lakes Beachfront Improvement Project aims to improve coastal access along East Cliff Drive from the harbor entrance at 5th Avenue to the intersection of East Cliff Drive and 7th Avenue. These improvements include the redesign and reconstruction of the bike lanes, parking, pedestrian paths, and beach access stairways and ramps. She stated that the new design will improve beach access, protect and stabilize the beachfront and improve storm drainage.

Ms. Lynberg stated that the project was originally expected to be completed in July 2017, but the winter's heavy storms and the unexpected underground conditions have delayed the progress of the project.

Ms. Lynberg stated that several phases of the project need to be completed before the construction will begin beach side (i.e. paving and removal of the beach side utility pole). She stated that paving of East Cliff Drive is scheduled for Tuesday, May 2, 2017, and that GraniteRock expects paving to be completed in one day. Ms. Lynberg stated that PG&E will remove the beachside utility pole, but that a specific date for the removal is not yet known.

Ms. Lynberg recommended visiting the County's blog for the most recent project updates and current construction schedule. She stated that all questions and comments be directed to Christina Crocker, the on-site engineer of the project.

The Commission thanked Ms. Lynberg and the County of Santa Cruz for their time and hard work invested in the Twin Lakes Beachfront Project.

11. Award of Contract for Design and Permitting of Aldo's Seawall

Discussion: Interim Port Director Olin stated that a request for proposals (RFP) for the Design and Permitting of Seawall Replacement at Aldo's Restaurant was advertised, commencing March 21, 2017. Interim Port Director Olin stated that one bid was received from Mesiti-Miller Engineering.

Interim Port Director Olin stated that the total proposed contract cost is \$220,135, including a 10% contingency. She stated that a cost savings of \$16,929 may be realized if the permitting requirements set forth in Option A satisfy regulatory requirements.

Commissioner Reed asked for additional information on the permitting options. Dale Hendsbee of Mesiti-Miller Engineering stated that additional information will be needed from the regulatory agencies prior to determining which option will be required. He stated that the timing of such a determination will not occur until at least half way through the project. Interim Port Director Olin recommends the environmental consultant to proceed with filing a CEQA Notice of Exemption (cost savings Option A), unless regulatory agencies request a different procedure.

A discussion ensued regarding environmental permitting options and various regulatory agencies.

MOTION: Motion made by Commissioner Reed, seconded by Vice-Chairman Smith to authorize the interim Port Director to execute a contract with Mesiti-Miller Engineering for design and permitting of the seawall at Aldo's Restaurant in an amount not to exceed \$220,135.
- *Motion carried unanimously.*

12. Approval of Amendment to Port Commission's Policy and Procedure Manual – Anti-Harassment / Anti-Discrimination Policy

Discussion: Interim Port Director Olin recommended that the Commission adopt Section 2120, "Anti-Harassment / Anti-Discrimination," to the Port Commission Policies / Procedures Manual. She stated that the proposed policy has been reviewed and approved by Port District counsel.

MOTION: Motion made by Vice-Chairman Smith, seconded by Commissioner Reed to adopt addition of Section 2120 to the Port Commission Policies / Procedures Manual.
- *Motion carried unanimously.*

13. Approval of Cash / Payroll Disbursements – March 2017

Discussion: Commissioner Geisreiter asked for additional information on Warrant #47390 – District Share of Comprehensive Economic Development Strategy (CEDs). Interim Port Director Olin stated that this warrant is believed to be associated with the County's Harbor Development Plan, which was being coordinated by former Port Director Ekers. Interim Port Director Olin stated that additional information about this warrant will be obtained.

Vice-Chairman Smith asked for additional information on Warrant #47344 – Drinking Water for Dredge Crew. Interim Port Director Olin stated that the crew purchases bottled water from Fastenal Company due to convenience.

Chairman Goddard asked for more information regarding Warrant #47318 – U-Dock Fire Damage Repairs (50%). FME Kerkes explained that this expense only covers the material and supplies for the dock repair.

Chairman Goddard commended staff for their hard work completing *Dauntless*' engine replacement.

MOTION: Motion made by Commissioner Geisreiter, seconded by Vice-Chairman Smith to approve the Cash / Payroll Disbursements for March 2017, in the amount of \$814,496.20
- *Motion carried unanimously.*

INFORMATION

14. Port Director's Report

New Dredge Supervisor

Interim Port Director Olin introduced the District's new Dredge Supervisor, Anthony (Andy) Stuhan. She stated that Andy is a Cal Maritime Academy graduate who brings supervisory and operational experience to the District, including 15+ years of experience working on tugs, workboats, ferries and ships.

The Commission welcomed Andy to the Port District.

Dredging Extension

Interim Port Director Olin stated that the District has submitted a request to extend entrance channel dredging through May 12, 2017. She stated that the Corps' approval is still pending, but all other regulatory agencies have approved.

Interim Port Director Olin stated that the dredge crew plans to address the peripheral areas of the channel (east and west shoulders) where shoaling persists. She stated that an extension will help ensure a safe and navigable entrance channel for all boaters.

In response to a question posed by Commissioner Reed, Interim Port Director Olin stated that an additional extension may be requested if the work is not complete by May 12, 2017.

Chairman Goddard suggested that the District's May Newsletter include an update of the entrance channel.

Concession Parking Lot Computer Fix

Interim Port Director Olin stated that the antiquated DOS based computer program utilized in the concession parking lot kiosk finally failed. Interim Port Director Olin thanked Administrative Assistant MacLaurie for successfully rewriting the program to function in Excel, which resulted in a significant cost savings to the District.

15. Harbormaster's Report

Harbormaster Marshall amended her report to reflect that Division of Boating and Waterways (DBW) SAVE Grant funding, if awarded, will be issued in September 2017.

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

Vice-Chairman Smith asked if the dredge crew has consulted Ancil Taylor regarding the listing bow on *Twin Lakes*. FME Kerkes stated that he plans to discuss the issue with Mr. Taylor.

In response to a question posed by Chairman Goddard, FME Kerkes stated that the U-Dock repairs will be completed by the end of May.

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

18. Review of Financial Reports

- a) Comparative Seasonal Revenue Graph
- b) Employee Count

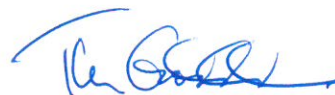
Chairman Goddard suggested the addition of employees' names on the employee count. Interim Port Director Olin stated that the employee names have been omitted to protect privacy/confidentiality.

19. Crime / Incident / Citation Report – March 2017. *(There was no discussion on this agenda item)*

20. Written Correspondence *(There was no discussion on this agenda item)*

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

Chairman Goddard adjourned the regular public session at 7:54 pm.



Toby Goddard, Chairman