

Santa Cruz Port District
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PORT COMMISSIONERS:
Toby Goddard
Dennis Smith
Reed Geisreiter
Stephen Reed
Darren Gertler

Special Public Study Session of March 28, 2017

**Santa Cruz Port Commission
MINUTES**

Commissioners Present:

Toby Goddard	Chairman
Dennis Smith	Vice-Chairman
Reed Geisreiter	Commissioner
Stephen Reed	Commissioner (via teleconference)
Darren Gertler	Commissioner

SPECIAL PUBLIC STUDY SESSION – 4:00 PM

1. STUDY SESSION: Bi-Annual Anti-Harassment / Anti-Discrimination Training for Port District Officers

Discussion: Port District legal Counsel provided mandatory bi-annual anti-harassment / anti-discrimination training for Port District officers and staff.

The bi-annual training concluded at 6:00 PM.

Toby Goddard, Chairman



Special Public Study Session & Regular Public Session of March 28, 2017

**Santa Cruz Port Commission
MINUTES**

Commissioners Present:

Toby Goddard	Chairman
Dennis Smith	Vice-Chairman
Reed Geisreiter	Commissioner
Stephen Reed (via teleconference)	Commissioner
Darren Gertler	Commissioner

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.

1. Pledge of Allegiance
2. Oral Communication

Discussion: Slip renter Lisa Crivello requested information regarding the District's charter approval process.

Chairman Goddard explained the charter approval process and recommended that the Crivellos arrange a meeting with the Port Director to discuss the approval process in detail.

Slip renter Greg Cotten stated that he appreciates the public outreach involved with the current recruitment process for Port Director position. He stated that it will be important for the Commission to carefully consider the qualifications of each candidate during the selection process. He discussed desirable qualities and skills for the new Port Director.

Slip renter Jim Christmann stated that it is his opinion that a new Port Director should have knowledge of the District's complex challenges and a thorough understanding of the dredge operation. He discussed desirable qualities and skills for the new Port Director.

Chairman Goddard thanked Mr. Cotten and Mr. Christmann for their input and noted that the Port Director recruitment will close on March 31, 2017.

CONSENT AGENDA

3. Approval of Minutes
 - a) Special Closed Session of February 3, 2017
 - b) Special Public Budget Session of February 14, 2017
 - c) Special Closed & Regular Public Session of February 28, 2017

4. Approval of Month-to-Month Lease – 413 Lake Avenue, Suite 103
(Tenant: Bullseye Canvas / Coast is Clear)

Discussion: In response to a question posed by Vice-Chairman Smith, Administrative Assistant MacLaurie confirmed that Bullseye Canvas / Coast Is Clear will use 413 Lake Avenue #103 as workshop / office space.

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

REGULAR AGENDA

5. Approval of Two Six-Pack Charter Permits (Blair and Cody Olsen)

Discussion: Harbormaster Marshall introduced Blair and Cody Olsen of Waypoint Sport Fishing.

Blair Olsen stated that he and his son, Cody, are requesting approval to operate two 6-pack fishing charters from their north harbor slips (G and X-Dock). He stated that he anticipates operating approximately three days per week, with a focus on offering free/discounted rates to youth anglers (16 years and younger).

Commissioner Geisreiter stated that he is supportive of the request, noting that it provides the community with increased access to the bay. Commissioner Reed agreed and stated that the free/discounted rates for youth will be well received.

Commissioner Gertler asked for additional details on the suspected illegal charter operation in 2016. Mr. Olsen stated that he was unaware of the Port District's charter application and approval process and ceased all operations upon receiving notice from the Port District.

Vice-chairman Smith stated that while he appreciates and supports Mr. Olsen's request, he will not support the staff recommendation until a comprehensive review of all charter operations is performed and a maximum number of allowable charters is determined.

A discussion ensued about insurance requirements for charter vessels. Harbormaster Marshall stated that the Olsens have the appropriate insurance in place and while the District does not have a written policy stipulating required insurance limits, it has been past practice to require charter operators to carry liability insurance, naming the Port District as additional insured.

MOTION: Motion made by Commissioner Geisreiter, seconded by Commissioner Reed to approve two six-pack charter permits for Blair Olsen (Slip G-77) and Cody Olsen (Slip X-71) of Waypoint Sport Fishing.
- *Motion carried. Commissioners Goddard, Geisreiter, Reed and Gertler voting YES. Commissioner Smith voting NO.*

6. Approval of Six-Pack Charter Permit (Rodney Armstrong)

Discussion: Harbormaster Marshall introduced Rodney Armstrong of Santa Cruz Coastal Charters. She stated that Mr. Armstrong is requesting approval to operate a 6-pack fishing charter from his slip on R-Dock.

Harbormaster Marshall stated that there are minimal impacts associated with approval, and indicated that Mr. Armstrong has support from his neighboring vessels, some of which include other charter operations.

Mr. Armstrong stated that he will donate 10 trips each year for veterans.

Slip renter and charter operator Tom Dolan expressed his support for Mr. Armstrong's request, stating that he and Mr. Armstrong have a mutual working relationship.

Harbormaster Marshall noted that Mr. Armstrong will advertise parking alternatives (e.g. parking in the north harbor, parking on the street, and carpooling) to his patrons.

Vice-chairman Smith stated that while he appreciates and supports Mr. Olsen's request, he will not support the staff recommendation until a comprehensive review of all charter operations is performed and a maximum number of allowable charters is determined.

MOTION: Motion made by Commissioner Gertler, seconded by Commissioner Geisreiter to approve a six-pack charter permit for Rodney Armstrong (Slip R09) of Santa Cruz Coastal Charters.
- *Motion carried. Commissioners Goddard, Geisreiter, Reed and Gertler voting YES. Commissioner Smith voting NO.*

7. 2017 Election of Special District Member and Alternate on LAFCO

Discussion: LAFCO candidate Jim Anderson stated that he is seeking the Port District's support in the LAFCO election. Mr. Anderson stated that he has served as a Special District member on LAFCO for the past eleven years, and that he looks forward to continuing a positive relationship with the Port District.

Chairman Goddard thanked Mr. Anderson for his presence at the meeting.

Chairman Goddard stated that he recommends Rachel Lather as the Port District's selection as the alternate member. Chairman Goddard stated that Ms. Lather is familiar with the harbor and understands its complex challenges.

There was consensus among the Commission to authorize the Port Director to vote for Jim Anderson (regular member) and Rachel Lather (alternate member).

8. Approval of Cash / Payroll Disbursements – February 2017

Discussion: Vice-Chairman Smith asked for additional information on Warrant #47173 – Training Expense Reimbursement - Maritime Training (Grant Reimbursable). Administrative Assistant MacLaurie stated that the training expense reimbursement includes costs for two Deputy Harbormasters (McCauley and Rank).

Chairman Goddard requested more information on Warrant #47204 – Wire Rope for *Twin Lakes*. FME Kerkes confirmed that the wire rope was purchased for the new dredge.

Chairman Goddard asked for additional information on Warrant #47210 – 2006 Huster Straight Mast Forklift. FME Kerkes stated that \$55,000 was budgeted to replace the District's Lift All Forklift.

MOTION: Motion made by Commissioner Geisreiter, seconded by Vice-Chairman Smith to approve the Cash / Payroll Disbursements for February 2017 in the amount of \$535,306.30.

- *Motion carried unanimously.*

INFORMATION

9. Port Director's Report

Interim Port Director Olin stated that the online survey for community input on the Port Director recruitment will be available until March 31, 2017.

Interim Port Director Olin stated that she and Chairman Goddard attended the California Marine Affairs and Navigation Conference (CMANC) in Washington D.C.

Chairman Goddard stated that he and Interim Port Director Olin advocated for the harbor's continued relationship with the U.S. Army Corps of Engineers and established a relationship with Congressman Jimmy Panetta.

10. Harbormaster's Report

In response to a question posed by Commissioner Gertler, Vice-chairman Smith explained that Monterey Bay Salmon and Trout Project (MBSTP) originally released 120,000 smolt from the harbor. Over time, the number of fish that were released increased, which resulted in a higher number of fish returning to the harbor, which caused significant impacts to harbor infrastructure. Vice-chairman Smith stated that both MBSTP and the District have agreed to the release of 120,000 smolt.

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

In response to a question posed by Vice-Chairman Smith, FME Kerkes stated that the dredge crew was unable to dredge for three days due to a hydraulic fluid leak on *Twin Lakes*. FME Kerkes stated that he had to pick up the specialty fluid which had limited availability and ordered three additional barrels of hydraulic fluid for stock to avoid this issue in the future.

FME Kerkes stated that north harbor dredging is scheduled to begin on Monday, April 3, 2017. Interim Port Director Olin stated that material dredged from the north harbor must be disposed offshore.

12. Bi-Annual Slip Vacancy Report / Waiting List Statistics *(There was no discussion on this agenda item)*

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

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

a) Seasonal Revenue Graph

15. Crime / Incident / Citation Report – February 2017

Chairman Goddard asked for additional information regarding an incident in February that involved a sailboat running aground in the harbor entrance. Chairman Goddard noted that there was no mention of the incident in the crime report, which he learned about in *Latitude 38*. Harbormaster Marshall stated that the report was not yet complete, so the incident was not included in the crime report.

16. Port Commission Review Calendar / Follow-Up Items

Vice-chairman Smith stated that he is supportive of determining an appropriate timeline for the Commission to review the topic of insurance requirements for slip renters. Chairman Goddard stated that it will be beneficial to orient a new Port Director prior to tackling this issue.

Vice-chairman Smith suggested that the topic be sent to the Policy/Operations committee for review. Commissioner Reed agreed.

After a discussion about Commission priorities, it was agreed a committee meeting should be scheduled to begin the process.

Interim Port Director Olin stated that staff can schedule a committee meeting within the next 90-120 days.

Chairman Goddard adjourned the regular public session at 8:37 pm.



Toby Goddard, Chairman