



Regular Public Session of May 26, 2020

**Santa Cruz Port Commission
MINUTES**

Commission Members Present (Via teleconference):

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

REGULAR PUBLIC SESSION – 7:00 PM

Chairman Reed convened the regular public session at 7:00 PM via teleconference at the Santa Cruz Harbor Conference Room, 135 Lake Avenue, Santa Cruz, CA 95062.

1. Pledge of Allegiance
2. Oral Communication

CONSENT AGENDA

3. Approval of Minutes
 - a) Special Public Session of April 2, 2020
 - b) Special Closed Session of April 16, 2020
 - c) Regular Public Session of April 28, 2020

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

REGULAR AGENDA

4. Approval of Notice of Completion for Concession Lot Parking Access and Revenue Control System (PARCS) Project

Discussion: Port Director Olin recommended that the Commission accept the work of Scheidt & Bachman and authorize the Port Director to file the Notice of Completion.

Port Director Olin recommended that the remaining project fund balance of approximately \$49,213 be transferred to the Parking Upgrades Project to provide funding for an accessible parking remediation project in the concession parking lot. At the conclusion of the Parking Upgrades Project, she recommended that any remaining funds be transferred to the Restroom

Building Rehabilitation Project to help fund ADA upgrades to the concession lot restroom facility, an in-house project that is estimated to cost \$30,000 to \$35,000.

In response to a question posed by Chairman Reed, Harbormaster Anderson confirmed that the new parking equipment is performing properly and that temporary signage has been posted throughout the lot to notify customers of the new payment procedures.

MOTION: Motion made by Vice-chairman Goddard, seconded by Commissioner Smith to accept the Concession Lot Parking Access and Revenue Control System (PARCS) Project and authorize the Port Director to file the Notice of Completion and transfer any remaining project funding to the Parking Upgrades Project (F028); and, at the conclusion of the Parking Upgrades Project, transfer any remaining project funding to the Restroom Building Rehabilitation Project (F012).

- *Motion carried unanimously by roll call.*

- *Reed: YES*
- *Goddard: YES*
- *Smith: YES*
- *Gertler: YES*
- *Geisreiter: YES*

5. Authorization to Dispose of Surplus Property - McElroy Fusion Machine and Allocate Revenues Received from Sale to the Dredge Intermediate Fund

Discussion: Port Director Olin stated that the District acquired its McElroy fusion machine in 2007. She stated that a replacement fusion machine has been ordered, so the current machine is no longer needed.

Port Director Olin requested that the Commission authorize the surplus of the District's McElroy fusion machine (valued at \$15,000 to \$20,000) in accordance with the Port Commission's surplus policy, and allocate revenues received from the sale to the Dredge Intermediate Fund to facilitate the replacement of two beach hydraulic valves at a cost of approximately \$8,000/each. The beach hydraulic valves were listed as unfunded Dredge Intermediate Fund equipment items in the FY21 budget.

MOTION: Motion made by Commissioner Smith, seconded by Commissioner Geisreiter to declare the McElroy Fusion Welder, model C17011 equipment as surplus property and authorize the Port Director to dispose of the equipment through auction or sale, in accordance with Port Commission policies; and authorize allocation of revenues received from the sale to the Dredge Intermediate Fund.

- *Motion carried unanimously by roll call.*

- *Reed: YES*
- *Goddard: YES*
- *Smith: YES*
- *Gertler: YES*
- *Geisreiter: YES*

6. Award of Contract for 2020-21 Sediment Sampling and Analysis Plan Services (NTE \$55,000)

Discussion: Administrative Services Manager (ASM) MacLaurie stated that each year prior to commencing dredging for the season, the Port District is required to prepare and submit a Sampling and Analysis Plan (SAP) to regulators for review and approval. The plan describes the sediment sampling and testing proposed for each area to be dredged.

ASM MacLaurie stated that inner-harbor areas proposed for dredging during the upcoming 2020-21 season were sampled and tested in 2019. She stated that because Inner-harbor sediment test results remain valid for a period of up to three years if no significant changes in depth have occurred, the District will submit a Tier One Determination Request to regulators, which if approved, will eliminate the need for sampling and testing, resulting in significant cost savings to the District.

Administrative Services Manager stated that Red Hills Environmental has previously performed this sampling and analysis work and is familiar with the intricacies of the District's regulatory permits. She stated that the total cost for the project will range from \$15,000 to \$50,000, depending on sediment testing requirements as determined by regulators.

Port Director Olin recommended award of the contract to Red Hills Environmental, LLC.

MOTION: Motion made by Commissioner Geisreiter, seconded by Commissioner Smith to award contract to Red Hills Environmental, LLC, in an amount not to exceed \$50,000, plus a 10% contingency (\$5,000) for a total contract amount of \$55,000.

- *Motion carried unanimously by roll call.*
 - *Reed: YES*
 - *Goddard: YES*
 - *Smith: YES*
 - *Gertler: YES*
 - *Geisreiter: YES*

7. Approval of Cash / Payroll Disbursements – April 2020 (*There was no discussion on this agenda item*)

MOTION: Motion made by Commissioner Smith, seconded by Vice-Chairman Goddard to approve the cash and payroll disbursements for April 2020 in an amount of \$951,048.29.

- *Motion carried unanimously by roll call.*
 - *Reed: YES*
 - *Goddard: YES*
 - *Smith: YES*
 - *Gertler: YES*
 - *Geisreiter: YES*

INFORMATION

8. Port Director's Report

Resolution 20-03

Port Director Olin stated that under expanded authorities granted by the emergency declaration (Resolution 20-03), she has entered into the following contracts:

- Watsonville Grading and Excavation - \$27,500 for ADA parking remediation in the concession lot.
- Bay Building Janitorial - \$50,000 for COVID-19 related cleaning services (this additional disinfecting work is the subject of a FEMA public assistance grant request)

Available Office Space at 413 Lake Avenue, Suite 104

Port Director Olin stated that the District is currently readvertising the office space available for rent at 413 Lake Avenue, Suite 104, and is hopeful to bring a lease agreement for review and approval at the regular June meeting.

FY21 Fee Schedule Review

Port Director Olin stated that the annual fee schedule review has been postponed until further notice due to COVID-19. No changes to the existing fee schedule are proposed at this time.

Murray Street Bridge

Port Director Olin stated that she participated in a meeting to update the appraisal for the Murray Street Bridge Seismic Retrofit Project last week.

Concession Lot Restroom Rehabilitation Project

Port Director Olin stated that the Concession Lot Restroom Rehabilitation Project will be completed in-house by maintenance crews. Upgrades will include new tile, flooring, toilets, roofing, and interior/exterior paint. The project is estimated to cost \$30,000 to \$35,000.

Aldo's Seawall Replacement Project

Port Director Olin stated that Aldo's seawall coating submittal was accepted last week. She stated that another sinkhole has been identified near the southern terminus of the wall and is the result of a drainage issue in the area. Port Director Olin stated that prior to filing the Notice of Completion, the repair work will be completed by Granite Construction under a change order.

9. Harbormaster's Report

Harbormaster Anderson stated that he has received a total of 31 extended payment plan requests from slip renters, of which 5 have declined due to the terms, 8 have been executed, and 19 remain pending.

A brief discussion ensued regarding the successful chinook salmon release conducted last week by Monterey Salmon and Trout Project at the Santa Cruz Wharf.

In response to a question posed by Vice-chairman Goddard, Harbormaster Anderson confirmed that a pre-construction meeting with Moose Boats is scheduled for June 2, 2020.

Harbormaster Anderson stated that following the pre-construction meeting, Moose Boats will order parts and begin construction of the District's new patrol vessel.

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

FME Kerkes stated that *Twin Lakes* will move to her offseason mooring on June 8, 2020.

A brief discussion ensued regarding seasonal crab pot storage near the fishery. Commissioner Smith stated that it will be beneficial to implement measures including marking, to ensure all gear and pallets are removed and not left behind for the Port District to dispose of.

11. Financial Reports (*There was no discussion on this agenda item*)

a) Comparative Seasonal Revenue Graphs

12. Delinquent Account Reporting

In response to a question posed by Vice-chairman Goddard, Harbormaster Anderson confirmed that landside tenants are not included in the report. He stated that staff will perform outreach to the delinquent customers to ensure they are aware of the extended payment plan relief measures.

13. Harbor Patrol Incident Response Report – April 2020 (*There was no discussion on this agenda item*)

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

a) Letter to Port Commission & Staff, from Ed Larson

b) Email to County of Santa Cruz Board of Supervisors from Chairman Reed

c) Letter to Congressman Panetta from Chairman Reed

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

Chairman Reed adjourned the regular public session at 7:40 PM.

Stephen Reed, Chairman

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

TO: Port Commission

FROM: Holland MacLaurie, Administrative Services Manager

DATE: May 28, 2020

SUBJECT: Approval of Sublease Agreement from O'Neill Sea Odyssey Sublease – 2222 East Cliff Drive, Suite 200 (Tenant: State Farm Insurance)

Recommendation: Approve O'Neill Sea Odyssey sublease agreement.

BACKGROUND

Chris Buich of the State Farm Insurance Agency has leased office space from O'Neill Sea Odyssey since 2010. The tenant wishes to execute a third amendment to lease extending the terms to July 31, 2021.

ANALYSIS

A summary of current terms is as follows:

Tenant: Chris Buich, State Farm Insurance Agency
Term: August 1, 2020, to July 31, 2021
Space: 2222 East Cliff Drive Suite 200 (616 SF)
Rent: \$2,829.75/mo. (\$4.59/SF)
Use: Office space
Insurance: \$1 million with Santa Cruz Port District named as additional insured

IMPACT ON PORT DISTRICT RESOURCES

There is no cost to the Port District associated with the approval of the lease option.

ATTACHMENTS: A – O'Neill Sea Odyssey Sublease Agreement
B – List of O'Neill Sea Odyssey Subleases

THIRD AMENDMENT TO LEASE

This Third Amendment to Lease ("Amendment"), dated for reference purposes only as May 26, 2020, is made by and between O'Neill Sea Odyssey, a California nonprofit corporation ("Landlord") and Chris Buich, an individual dba State Farm Insurance Agency ("Tenant").

RECITALS

A. Landlord and Tenant entered into that certain Lease dated April 22, 2010 ("Lease"), for certain Premises consisting of 616± square feet and commonly known as 2222 East Cliff Drive, Suite 200, Santa Cruz, California. Landlord and Tenant entered into the Second Amendment to Lease ("Second Amendment") on December 16, 2014. The capitalized terms used and not otherwise defined herein shall have the same meanings and definitions as set forth in this Third Amendment to Lease ("Third Amendment").

AMENDMENT PROVISIONS

1.6. Beginning August 1, 2020 and extended through July 31, 2021, base rent will be: \$2,829.75.15/mo.

IN WITNESS WHEREOF, the parties hereto have executed this Third Amendment as of the date and year first above written.

LANDLORD:
O'Neill Sea Odyssey, Rachel Kippen,
Executive Director
By:

DATED: May 26, 2020

TENANT:
Chris Buich dba State Farm Insurance Agency
By:

DATED: 5/25, 2020



SANTA CRUZ PORT DISTRICT
Marian Olin, Port Director
By:

DATED: _____, 2020

OSO 2222 East Cliff Drive Leases as of 06/04/2020

Space	Tenant	Term	Expires	Amt/Sq ft	Sq. feet	Total	Renewal Status
200	State Farm - Chris Buich	5 yrs (1)	7/31/2020	\$4.13	616	\$2,550.00	In process
204	Laurel Andres, MFCC	2 yrs	7/31/2021	\$3.93	210	\$825.00	Renewed
208	Dr. Donald Markle	1.5 yr	6/3/2021	\$4.65	165	\$767.25	Renewed
212	Public Consulting Group	2 yr	12/1/2020	\$4.24	270	\$1,144.80	Renewed
216	Mary Morgan	5 Year (2)	3/31/2023	\$4.88	478	\$2,332.25	Renewed
220	Estriatus Law	2 yrs	3/14/2022	\$4.42	337	\$1,490.97	Renewed
234	Surfrider Foundation	1 yr	7/31/2020	\$2.59	432	\$1,117.00	Current
222	O'Neill Sea Odyssey	25 years	12/31/2028	\$0.00	1207	\$0.00	25 Years
TOTAL MONTHLY					3715	\$10,227.27	
TOTAL ANNUAL						\$122,727.24	

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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: June 2, 2020

SUBJECT: Approval of Resolution 20-06 – Designation of Applicant’s Agent for Non-State Agencies for the Purpose of Obtaining Federal Financial Assistance

Recommendation: Approve Resolution 20-06.

BACKGROUND

A Designation of Applicant’s Agent Resolution for Non-State Agencies form (Attachment A) is required for any agency seeking to apply for Federal Emergency Management Agency (FEMA) and State of California Office of Emergency Services (CalOES) assistance. The District last updated its designation in 2017, after storm events in January 2017. That designation is set to expire in November 2020, so an update is required to remain eligible to receive funding.

ANALYSIS

The District is currently seeking disaster recovery assistance from FEMA and CalOES for one small project related to COVID-19 response measures, in the amount of \$65,647.00

Disaster assistance will provide reimbursement for the cost of increased sanitation services, materials, and supplies (hand sanitizer, disinfecting wipes, etc.), and other limited expenses related to COVID-19. Labor costs associated with administering and implementing the Port District’s COVID-19 response measures are not reimbursable.

IMPACT ON PORT DISTRICT RESOURCES

The Port District anticipates that the disaster assistance grant funding received for the above projects, less the Port District’s 6.25% cost share, will help offset disaster related costs.

ATTACHMENT – A. Designation of Applicant’s Agent for Non-State Agencies Form

**DESIGNATION OF APPLICANT'S AGENT RESOLUTION
FOR NON-STATE AGENCIES**

BE IT RESOLVED BY THE Port Commission OF THE Santa Cruz Port District
(Governing Body) (Name of Applicant)

THAT Marian Olin, Port Director, OR
(Title of Authorized Agent)

Holland MacLaurie, Administrative Services Manager, OR
(Title of Authorized Agent)

(Title of Authorized Agent)

is hereby authorized to execute for and on behalf of the Santa Cruz Port District, a public entity
(Name of Applicant)
established under the laws of the State of California, this application and to file it with the California Governor's Office of Emergency Services for the purpose of obtaining certain federal financial assistance under Public Law 93-288 as amended by the Robert T. Stafford Disaster Relief and Emergency Assistance Act of 1988, and/or state financial assistance under the California Disaster Assistance Act.

THAT the Santa Cruz Port District, a public entity established under the laws of the State of California,
(Name of Applicant)
hereby authorizes its agent(s) to provide to the Governor's Office of Emergency Services for all matters pertaining to such state disaster assistance the assurances and agreements required.

Please check the appropriate box below:

This is a universal resolution and is effective for all open and future disasters up to three (3) years following the date of approval below.

This is a disaster specific resolution and is effective for only disaster number(s) _____

Passed and approved this 23rd day of June, 2020

Stephen Reed, Chairman
(Name and Title of Governing Body Representative)

(Name and Title of Governing Body Representative)

(Name and Title of Governing Body Representative)

CERTIFICATION

I, Renee Ghisletta, duly appointed and Secretary to the Commission of
(Name) (Title)

Santa Cruz Port District, do hereby certify that the above is a true and correct copy of a
(Name of Applicant)

Resolution passed and approved by the Port Commission of the Santa Cruz Port District
(Governing Body) (Name of Applicant)

on the 23rd day of June, 2020.

(Signature)

Secretary
(Title)

Cal OES Form 130 Instructions

A Designation of Applicant's Agent Resolution for Non-State Agencies is required of all Applicants to be eligible to receive funding. A new resolution must be submitted if a previously submitted Resolution is older than three (3) years from the last date of approval, is invalid or has not been submitted.

When completing the Cal OES Form 130, Applicants should fill in the blanks on page 1. The blanks are to be filled in as follows:

Resolution Section:

Governing Body: This is the group responsible for appointing and approving the Authorized Agents.
Examples include: Board of Directors, City Council, Board of Supervisors, Board of Education, etc.

Name of Applicant: The public entity established under the laws of the State of California. Examples include: School District, Office of Education, City, County or Non-profit agency that has applied for the grant, such as: City of San Diego, Sacramento County, Burbank Unified School District, Napa County Office of Education, University Southern California.

Authorized Agent: These are the individuals that are authorized by the Governing Body to engage with the Federal Emergency Management Agency and the Governor's Office of Emergency Services regarding grants applied for by the Applicant. There are two ways of completing this section:

1. **Titles Only:** If the Governing Body so chooses, the titles of the Authorized Agents would be entered here, not their names. This allows the document to remain valid (for 3 years) if an Authorized Agent leaves the position and is replaced by another individual in the same title. If "Titles Only" is the chosen method, this document must be accompanied by a cover letter naming the Authorized Agents by name and title. This cover letter can be completed by any authorized person within the agency and does not require the Governing Body's signature.
2. **Names and Titles:** If the Governing Body so chooses, the names **and** titles of the Authorized Agents would be listed. A new Cal OES Form 130 will be required if any of the Authorized Agents are replaced, leave the position listed on the document or their title changes.

Governing Body Representative: These are the names and titles of the approving Board Members.
Examples include: Chairman of the Board, Director, Superintendent, etc. The names and titles **cannot** be one of the designated Authorized Agents, and a minimum of two or more approving board members need to be listed.

Certification Section:

Name and Title: This is the individual that was in attendance and recorded the Resolution creation and approval.
Examples include: City Clerk, Secretary to the Board of Directors, County Clerk, etc. This person **cannot** be one of the designated Authorized Agents or Approving Board Member (if a person holds two positions such as City Manager and Secretary to the Board and the City Manager is to be listed as an Authorized Agent, then the same person holding the Secretary position would sign the document as Secretary to the Board (not City Manager) to eliminate "Self Certification.")

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

TO: Port Commission

FROM: Holland MacLaurie, Administrative Services Manager

DATE: June 2, 2020

SUBJECT: Approval of Resolution 20-07 – Designating Port District Officers as Authorized Local Agency Investment Fund (LAIF) Agents

Recommendation: Approve Resolution 20-07

BACKGROUND

The Local Agency Investment Fund (LAIF) is a pooled investment alternative for California public agencies. LAIF is managed by the State Treasurers' Office and is overseen by an advisory board. The Port District uses LAIF to generate earning on funds not needed for short term operations.

ANALYSIS

To conduct financial transactions through LAIF, each local agency must designate authorized agents by way of resolution. Due to staff reorganizations, an update to the District's 'Authorization for Transfer of Funds' form (Attachment A) is needed.

Only the individuals listed on the District's authorization form will be authorized to order the deposit or withdrawal of funds in LAIF. Only pre-designated accounts can be utilized for fund transfers.

IMPACT ON PORT DISTRICT RESOURCES

There is no cost to the Port District associated with this action.

ATTACHMENT – A. Authorization for Transfer of Funds Form
B. Resolution 20-07



**California State Treasurer's Office
Local Agency Investment Fund (LAIF)
Authorization for Transfer of Funds**

Effective Date
July 1, 2020

Agency Name
Santa Cruz Port District

LAIF Account #

Agency's LAIF Resolution # 20-07 or Resolution Date June 23, 2020

ONLY the following individuals whose names appear in the table below are hereby authorized to order the deposit or withdrawal of funds in LAIF. ***This authorization REPLACES AND SUPERSEDES all prior authorizations on file with LAIF for the transfer of funds.***

Name	Title
Marian Olin	Port Director
Holland MacLaurie	Administrative Services Manager
Blake Anderson	Harbormaster

Two authorized signatures required. Each of the undersigned certifies that he/she is authorized to execute this form under the agency's resolution, and that the information contained herein is true and correct.

Signature
Stephen Reed

Print Name
Chairman, Santa Cruz Port Commission

Title
(831) 475-6161

Telephone

Signature
Marian Olin

Print Name
Port Director

Title
(831) 475-6161

Telephone

Please provide email address to receive LAIF notifications.

Name	Email

**Please email a scanned copy for review to laif@treasurer.ca.gov.
After approval is received, mail the original form to: State Treasurer's Office
Local Agency Investment Fund
P.O. Box 942809
Sacramento, CA 94209-0001**

STO-LAIF-4008
Revised 3/2020

Santa Cruz Port District
Resolution 20-07
June 23, 2020

ON THE MOTION OF _____

SECONDED BY _____

A resolution designating Santa Cruz Port District officers, or their successors in office, as authorized agents for depositing, withdrawing, and executing documents related to Santa Cruz Port District's investment of monies in the Local Agency Investment Fund in the California State Treasury.

WHEREAS, the Santa Cruz Port District has an established account in the Local Agency Investment Fund in accordance with Government Code Section 16429.1 et. seq. for the purpose of investment and as authorized by Port District Resolution 03-09, dated September 23, 2003; and,

WHEREAS, Santa Cruz Port District "District" authorized staff effectuates transactions necessary for managing the District's investment in the Local Agency Investment Fund; and,

WHEREAS the agents designated in Santa Cruz Port District Resolution 17-09 for the Local Agency Investment Fund account need to be updated to accurately reflect existing positions authorized to effect transactions.

NOW, THEREFORE, BE IT RESOLVED that the following officers holding the title(s) specified herein **or their successors in office** are each hereby authorized to order the deposit or withdrawal of monies in the Local Agency Investment Fund and may execute and deliver any and all documents necessary or advisable in order to effectuate the purposes of this resolution and the transactions contemplated hereby:

Marian Olin
Port Director

Blake Anderson
Harbormaster

Holland Mac Laurie
Administrative Services
Manager

Signature

Signature

Signature

PASSED AND ADOPTED by the Santa Cruz Port Commission, this 23rd day of June 2020, by the following vote:

AYES _____

NOES _____

ABSENT _____

ATTEST:

APPROVED BY:

Renee Ghisletta
Santa Cruz Port District Board Clerk

Stephen Reed, Chairman
Santa Cruz Port Commission

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

TO: Port Commission
FROM: Holland MacLaurie, Administrative Services Manager
DATE: June 2, 2020
SUBJECT: Public Hearing to Approve Resolution 20-08, Adopting a Conflict-of-Interest Code

Recommendation: Conduct Public Hearing and approve Resolution 20-08, adopting a Conflict-of-Interest Code.

The Political Reform Act requires every local government agency to review its conflict-of-interest code biennially and submit any changes to the County Board of Supervisors for adoption. The Port Commission originally adopted its Conflict-of-Interest Code ("Code") in February 1977, and adopted revisions to the document in 2006, 2008, 2010, 2012, and 2016.

Current law requires that the Code designate employees whose positions entail the making or participation in the making of governmental decisions that may foreseeably have a material effect on his or her financial interest.

The District's Conflict-of-Interest Code (Attachment A) currently includes all titles of existing positions. Staff will file the required Biennial Notice with the County Clerk for this year's review, indicating that no amendment is required.

ATTACHMENTS – A. Conflict of Interest Code (Final)
B. Resolution 20-08

***CONFLICT OF INTEREST CODE
OF THE
SANTA CRUZ PORT DISTRICT***

Section 100. Purpose.

Pursuant to the provisions of Government Code Sections 18730 and any amendments to it duly adopted by the Fair Political Practices Commission, the Santa Cruz Port District, a local governmental agency of the State of California, hereby adopts the following Conflict of Interest Code. Nothing contained herein is intended to modify or abridge the provisions of the Political Reform Act of 1974 (Government Code Section 81000 et seq.). The provisions of this Code are in addition to Government Code Section 87100 et seq. and other laws pertaining to conflicts of interest.

Section 200. Designated Positions.

The positions listed on Exhibit "A" are designated positions. Commissioners and employees holding these positions are deemed to make or participate in the making of decisions that may foreseeably have a material effect on his or her financial interest and that of the Santa Cruz Port District.

Section 300. Disclosure Statements.

A person holding a designated position shall file a Fair Political Practices Commission (FPPC) Form 700, "Annual Statement of Economic Interest," with the County of Santa Cruz.

Section 400. Place and Time of Filing.

- a) Filing Originals. All persons holding designated positions are required to submit a statement of financial interest with the Santa Cruz Port District.
- b) Filing Copies. This agency shall make and retain a copy and forward the originals of these statements to the County of Santa Cruz.
- c) Initial Statements. All other employees appointed, promoted or transferred to designated positions shall file initial statements within thirty (30) days thereafter, or as required on the Fair Political Practices Commission "FPPC" Form 700, "Annual Statement of Economic Interest."
- d) Annual Statements. Annual statements shall be filed by all designated employees by March 31 of each year, or as required on the Fair Political Practices Commission "FPPC" Form 700, "Annual Statement of Economic Interest," disclosing reportable investments in business entities, interests in real property, and income held or received in the period since the closing date of the employee's previously filed statement and the succeeding December 31st.
- e) Leaving Office Reports. Each person who leaves a designated position specified on Exhibit A shall file a leaving of office statement within thirty (30) days after leaving.

Section 500. Contents of Disclosure Statements.

Disclosure statements shall be made on Fair Political Practices Commission Form 700, "Annual Statement of Economic Interest," supplied by the County of Santa Cruz.

CONFLICT OF INTEREST CODE OF THE SANTA CRUZ PORT DISTRICT

EXHIBIT "A"

DESIGNATED POSITIONS

1. Santa Cruz Port District Board of Port Commissioners (five members), including the Chairman of the Board.
2. Port Director, appointed by and acting at the pleasure of the Board of Port Commissioners.
3. Harbormaster, hired by the Port Director.
4. Administrative Services Manager, hired by the Port Director.
5. Facilities Maintenance and Engineering Manager, hired by the Port Director

Santa Cruz Port District

RESOLUTION 20-08

June 23, 2020

ON THE MOTION OF _____

DULY SECONDED BY _____

A resolution of the Santa Cruz Port District adopting the Agency's Conflict of Interest Code.

WHEREAS, the Santa Cruz Port District is a local governmental agency of the State of California; and,

WHEREAS, the Santa Cruz Port District is required to comply with the provisions of the Political Reform Act of 1974 and California Government Code Section 87100 et seq, pertaining to conflicts of interest; and,

WHEREAS, a public hearing has been held pursuant to notice; and,

WHEREAS, the Santa Cruz Port District has determined that the attached Exhibit "A" accurately sets forth those positions which are designated to report financial interests.

NOW, THEREFORE, BE IT RESOLVED THAT the Santa Cruz Port District Commission hereby adopts the Conflict of Interest Code for the Santa Cruz Port District.

PASSED AND ADOPTED this 23rd day of June 2020, by the following vote:

AYES: _____

NOES: _____

ABSENT: _____

Stephen Reed, Chairman
Santa Cruz Port Commission

ATTEST:

Holland MacLaurie, Administrative Services Manager
Santa Cruz Port District

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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: June 18, 2020
SUBJECT: Approve Extended Warranty Contract with Scheidt and Bachmann for Concession Parking Lot Equipment

Recommendation: *Approve extended warranty contract with Scheidt and Bachmann USA, Inc., for a one-year term, with four, one-year options to renew.*

BACKGROUND

The Notice of Completion for the Concession Lot Parking Access and Revenue Control System was filed on June 9, 2020. The contractor for the project was Scheidt and Bachmann USA, Inc. ("S&B").

The equipment has a standard 12-month warranty period, which expires March 31, 2021. S&B's original project bid included the cost of an extended 5-year warranty agreement, commencing April 1, 2021.

ANALYSIS

It is critical that routine preventative maintenance, software patches and updates, phone support, emergency service, and component swap-outs be covered by an extended warranty agreement to ensure the equipment remains in top operating condition. Watry Design assisted with the project design and request for proposals process and recommended an extended warranty for the equipment for a 5-year period.

The cost of the contract over 5 years is as follows:

Year 1 (April 1, 2021)	\$27,800
Year 2 (April 1, 2022)	\$28,634
Year 3 (April 1, 2023)	\$29,493
Year 4 (April 1, 2024)	\$30,378
Year 5 (April 1, 2025)	\$31,289

Staff negotiated to have years 2 through 5 of the agreement be at the District's option, though I do not foresee any point in time when this service would be deemed unnecessary.

Staff recommends award of the contract.

IMPACT ON PORT DISTRICT RESOURCES

The annual contract amount is payable to S&B on a monthly basis. Adequate funding will be included in the FY22 budget to pay this recurring expense.

It is worth noting that the parking equipment is generating significant additional revenue for the District over attended service.

ATTACHMENTS – A. Maintenance Service Agreement between Santa Cruz Port District and Scheidt & Bachmann USA, Inc.



Maintenance Service Agreement

By and Between
Scheidt & Bachmann USA, Inc., Contractor
and
Santa Cruz Port District, Owner

This agreement ("Agreement") is made and entered into this 1st day of April 2021 ("Effective Date") by and between Scheidt & Bachmann USA, Inc., a Delaware Corporation, whose principal address is 1001 Pawtucket Blvd; Lowell, MA 01854 ("Contractor") and Santa Cruz Port District whose principal address is 135 5th Avenue; Santa Cruz, CA 95062 ("Owner").

1. TERM:

- 1.1 The term of this Agreement shall be effective for one year (1), with four (4) one-year options to renew from the Effective Date. During the term of this Agreement, Contractor shall perform maintenance services as described in the scope of this Agreement. Maintenance services apply exclusively to Scheidt & Bachmann PARCS hardware and software and do not cover hardware and software of third party suppliers.

2. SCOPE OF WORK:

- 2.1 The Services consist of the following and are provided in accordance with and subject to the terms of the Agreement.
- o 24-hour Phone Support
 - o Software Support
 - o Emergency Support
 - o General Preventative Maintenance
 - o Patching & Updates
 - o Parts
 - o System evaluation and troubleshooting
 - o Component Swap-Outs

- Facility Level maintenance and repair service
- All lane level maintenance and repair service

2.2 Maintenance Services

Emergency Maintenance Services shall be available twenty-four (24) hours a day, seven (7) days a week. Routine Maintenance Services shall be provided between the hours of 8am and 5pm, Monday through Friday. Contractor shall use only qualified personnel, who are familiar with the Owner’s System as it exists at the time of the Agreement.

Charges for non-emergency service outside of Contractor’s primary period of operation are:

Field Technician Service Support

05:01pm – 12:00am	Monday to Friday	\$173.25 per hour
12:01am – 07:59am	Monday to Friday	\$231.00 per hour
Weekends and recognized Federal Holidays		\$231.00 per hour

Advanced Technical Service Support

05:01pm – 12:00am	Monday to Friday	\$375.00 per hour
12:01am – 07:59am	Monday to Friday	\$500.00 per hour
Weekends and recognized Federal Holidays		\$500.00 per hour

2.3 Service Calls and Technical Phone Support

The support to be provided by the Contractor under this agreement is designed to provide the Owner with complete integrated **2nd Line Service** system support (hardware and software) for the PARCS, 2nd Line Service includes, but is not limited to the following:

- System Evaluation and Troubleshooting
- Component Swap-Outs
- Facility Level maintenance and repair service
- All lane level maintenance and repair service
- Preventative Maintenance
- System Patches
- 24 hour phone support

2nd Line Service establishes the Owner or its representative(s) as the primary maintenance agency responsible for 1st Line Service. 1st Line Service is the initial support level responsible for basic customer issues and is not covered under this Agreement and includes, but is not limited to the following:

- Clearing of ticket jams
- Clearing of bill jams in Pay on Foot machines
- Replenishing ticket stock
- Replenishing receipt paper rolls
- Replacement of missing or damaged gate arms and mounting nuts/bolts
- Resetting loop detectors
- General cleaning of paper dust and/or dirt from ticket path mechanisms of ticket issuing machines
- General cleaning of cashier booths (internal and external)
- Rebooting of system workstations or field devices
- Administration of City user accounts
- Simple Component Swap Out

Hotline Support, via the West Region Service Center, provides a single point of contact between our customers and Scheidt & Bachmann for maintenance and service support for all elements of the System including third-party elements. The Hotline Support representatives are capable of providing a high level technical assessment of any fault within the system, administrative through field level.

All service related issues are to be reported to our West Region Service Center via phone, email or the US Service Request Portal to ensure that all incidents are logged. Emergencies must be reported initially by phone and may then be confirmed by email. Contractor will return all service phone calls within two (2) hours from the time of the Owner call. A Service Center Support Technician will work with the Owner, its employees or agents to triage the incident reported with every attempt to resolve the issue remotely.

Service Incidents that cannot be resolved remotely by our Service Center Support Technician will be dispatched to a qualified Field Service Technician. If onsite support is required, the following protocol will be followed:

- a. Calls Monday to Friday between 8am and 5pm, support will be handled the next business day.
- b. Calls Monday through Friday after 5pm, remote support will be provided next

business day unless Emergency Service is required.

- c. Calls on Federal Holiday, onsite support will be provided the next business day unless Emergency Service is required.
- d. Emergency service is defined as service to correct facility wide failure of the system's ability to allow ingress/egress and/or collect revenue. Same day remote support will be provided for emergency service.

Service Incidents that cannot be resolved by an on-site Field Service Technician will be escalated for remote support from our Technical Service Group for advanced level support.

2.4 Software Patches and Updates

Software Patches and Updates to the Entervo software and other programs covered by Contractor are included in the scope of work and may be addressed using remote software support services or Contractor's onsite technical personnel.

- a. Software Updates during the term of this Agreement, Contractor will offer software security updates and general bug fix updates developed by Contractor for all software elements provided by Contractor for the PARCS system. Implementation of these updates is defined in the following paragraphs of this section. All work regarding software updates will need to be coordinated and scheduled with the Customer prior to the work being performed.
- b. The Customer will make available all necessary internet connectivity from the servers to the internet to perform software updates as recommended by Contractor. Contractor will honor the policies and procedures as provided by the Customer's IT staff with regard to access to the system.
- c. The Customer is responsible to ensure that its support agreements are up to date with infrastructure providers that support the PARCS solution. These providers include VMware, Microsoft, Cisco, Dell, etc. It is through these agreements that the Customer will secure the necessary security patches, updates, and maintenance to ensure all regulatory compliance for their system.
- d. In the case of VMware, Oracle and Windows, and third party application installed as a component of the PARCS system, the Contractor will determine the compatible patches to be installed in the live system. These include all devices provided by the Contractor supporting the PARCS and Entervo brand including VMWare, servers and lane terminals.
- e. All Contractor recommended security patches for the above software components included in the PARCS system will be installed by Contractor within 30 days of the

release.

- f. Additional services and expenses not set forth in this compensation, such as vulnerability scan remediation, security audits, and PCI documentation requests shall be billed separately.

2.5 Preventative Maintenance Service

Contractor will provide quarterly (4) preventative maintenance cycles during the first year warranty and quarterly (4) preventative maintenance under this contract. All reasonable efforts will be made by Contractor to limit any interference with normal parking facility operations. Upon the completion of a Preventative Maintenance cycle, an electronic report with the tasks completed will be emailed to the Owner primary point of contact(s) for review and approval. An example of the preventative maintenance report is attached as **Exhibit 1**.

2.6 Third-Party and Spare Part Availability

Owner will be responsible for issuing purchase orders for replacement of third-party spare parts that are not manufactured by Contractor, but are utilized in the Contractor's equipment.

Contractor will make all reasonable efforts to ensure the availability of spare parts and equipment for up to ten (10) years from the time of the original installation date. Where parts are no longer available, whether due to obsolescence or otherwise, Contractor may, but is not obliged to, provide substitutes with equivalent functionality.

2.7 Service Contacts

Contractor contacts for field service, administration, account management support and escalations are attached as **Exhibit 2**.

3. EXCLUSIONS:

- 3.1 This agreement does not include any changes or improvements to the system's functionality other than necessary technical modifications performed by Contractor. Contractor shall have no obligation to provide maintenance services in the event of any defect or damage which arises or develops from:
 - a. Use or maintenance of the PARCS hardware or software by the Owner, its employees or agents other than in accordance with the Operating manuals;
 - b. Alterations to the hardware or software made by the Owner, its employees or agents

- c. Any negligent act or omission of the Owner, its employees or agents
- d. Design, material, software or interface furnished by the Owner or a third party;
- e. Viruses brought into the Owner's system by interfaces or data carriers that are not under Contractor's control;
- f. Vandalism or vehicular strikes
- g. Acts of God, i.e. an event that directly and exclusively results from the occurrence of natural causes that could not have been prevented by the exercise of foresight or caution.
- h. Replacement of full server hardware

3.2 Contractor is not responsible for providing consumables which are defined as tickets, chip coins, receipt and printer paper, and gate arm mounting nuts and bolts.

4. COMPENSATION:

4.1 The base Contract Amount shall be for a term of one (1) years for the following sum(s):

Year	1	\$ 27,800
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4.2 The base Contract Amounts for the four (4), one year options to renew are for the following sum(s):

Year	2	\$ 28,634
Year	3	\$ 29,493
Year	4	\$ 30,378
Year	5	\$ 31,289

4.2 Additional services and expenses are not included in this compensation and shall only be provided upon a written amendment entered into by the Contractor and Owner. Additional services executed outside of this Agreement, and for which Owner has provided written approval, will be invoiced after the work has been executed.

4.3 Invoices shall be issued to the Owner on a monthly basis. Payment shall be made within **thirty (30)** days after receipt of Contractor's invoice for work performed. Late payments will accrue interest at the rate of four percent (4%) per month, or the maximum rate permitted under applicable law.

4.4 The amount(s) shown above does not include State, County or City sales and use tax, nor does it include any permit fees which may be required under State, County or City Law.

4.6 Contractor agrees and understands that:

- a. Any and all subcontractor providing work related to this agreement shall be paid through the Contractor and not paid directly by the Owner.
- b. Any and all liabilities regarding payment to or use of subcontractors for any of the work or services related to this agreement shall be borne solely by the Contractor.
- c. Owner reserves the right to approve or disapprove the use of subcontractors.

5. **LIMITATION OF LIABILITY:**

5.1 Liability of the parties shall be limited - to foreseeable, direct damages. Any indirect, special, incidental, consequential damages including but not limited to loss of profits or revenue, business interruption, loss of business information and any other similar pecuniary loss or damage shall be excluded.

5.2 For those claims, damages or liabilities not covered by Contractors' Insurance Coverage or excluded by this Agreement, Contractors liability is capped at a maximum value of \$ 147,594 over the lifetime of this Agreement. This limitation of liability does not apply to cases of willful misconduct, product liability law, and any mandatory law. Contractor will not indemnify, or accept any liability, for any damage or personal injury claims that involve pedestrians, scooters, bicycles, motorcycles or similar methods of transportation or wheeled devices (other than motor vehicles) used for recreation.

5.3 There is inherent risk in accepting credit card payments in offline mode. Owner understands the system must be monitored very closely in order to minimize the potential loss of revenue as a result of declined credit cards. It is recommended that the Owner regularly review credit card processing activity; the reconciliation of credit card revenue with bank deposits is the responsibility of the Owner. Contractor will not indemnify, or be held liable, for any loss of revenue.

6. OWNER'S AND CONTRACTOR'S TERMINATION RIGHTS:

- 6.1 Owner shall have the right to terminate this Agreement and the end of the first year, and at the end of each subsequent option period, and upon the occurrence of an event of default hereunder in the event that Contractor fails to provide a cure plan for default within sixty (60) days of receiving notice of the default. In such event, Owner shall not be obligated to pay any amounts to Contractor for any period during which Contractor was in default. An event of default is defined as follows:
- a. Contractor files for bankruptcy protection.
 - b. Contractor closes operations in the US Market.
 - c. Contractor refuses or fails to provide service as set out in this Agreement without good cause previously notified in writing to Owner.
- 6.2 Contractor shall have the right to terminate this Agreement if any payment is not received in 90 days. Owner shall be obligated to provide all payments due up to and including the period of default issued by Contractor to the Owner.

7. INSURANCE:

- 7.1 Contractor is required to maintain throughout the term of this Agreement, including any renewal of this Agreement, insurance coverage as follows:

General Liability:	\$1,000,000.00
Automobile Liability:	\$4,000,000.00
Worker's Compensation	
And Employer's Liability:	Per State Requirements

8. NOTICES:

8.1 All notices or other communications required under this Agreement shall be in writing and shall be given by hand-delivery or by registered or certified U.S. Mail, return receipt requested, addressed to the other party at the address indicated herein or to such other address as a party may designate by notice given as herein provided. Notice shall be deemed given on the day on which personally delivered; or, if by mail, on the fifth day after being posted or the date of actual receipt, whichever is earlier.

To Contractor:

Joseph Galeas

SVP of Operations

Scheidt & Bachmann

1001 Pawtucket Blvd.

Lowell, MA 01854

To Owner:

9. DISPUTES:

- 9.1 Either party may declare at any time that a dispute has arisen. The party making such a declaration informs the other party in writing of:
- a. the facts given rise to the dispute, and
 - b. that party's interpretation of the application of this Agreement and any relevant law to those facts, and

c. that party's understanding of the other party's position in relation to the matter in dispute.

9.2 The party receiving a notice of dispute responds within a reasonable time, but not more than fourteen (14) working days. In its response, the party states its agreement or disagreement, on an item-by-item basis, with matters raised by the first party. In particular, where there is a disagreement, the responding party sets out:

- a. its view of the facts asserted in the notice of dispute, and
- b. its interpretation of the application of this Agreement and any relevant law, and
- c. its understanding of the first party's position, and
- d. any other matters it considers relevant.

9.3 The parties will meet not later than seven (7) working days of delivery of the response to try and resolve the dispute. At the meeting, the parties are represented by persons who are at a higher level of management than those responsible for the administration or management of the Work. If resolution cannot be reached within a reasonable time, either party may refer the matter to a court of competent jurisdiction.

9.4 Nothing in this section precludes the parties from mutually referring a dispute to mediation or arbitration at any time.

10. SUCCESSORS AND ASSIGNS:

10.1 This Agreement shall be binding on the parties hereto, their heirs, executors, legal representatives, successors, or assigns. Neither party may assign this agreement without prior written consent of the other party.

11. INDEPENDENT CONTRACTOR:

11.1 Contractor has been procured and is being engaged to provide work to Owner as an independent Contractor, and not as an agent or employee of Owner. Accordingly, neither Contractor, nor any of its employees, subcontractors, or representatives shall attain any rights generally afforded classified, unclassified, exempt or non-exempt employees.

12. ENTIRE AGREEMENT:

12.1 This instrument and its attachments constitute the sole and only Agreement of the parties relating to the subject matter hereof and correctly set forth the rights, duties, and obligations of each to the other as of its date. Any prior Agreements, promises, negotiations, or representations not expressly set forth in this Agreement are of no force or effect.

13. FORCE MAJEURE:

13.1 A Force Majeure Event" is one whose occurrence was not reasonably foreseeable at the time of entering into this Agreement and which is beyond a party's reasonable control.

13.2 A party affected by a Force Majeure Event is excused from performance of its obligations under this Agreement only to the extent that it is actually prevented from fulfilling those obligations and provided that, such party:

- a. Informs the other party in a timely manner both of the occurrence of the Force Majeure Event and its likely consequences,
- b. Takes such steps as may reasonably be possible to minimize the consequences of the Force Majeure Event
- c. Keeps the other party informed about the situation while the Force Majeure Event continues,
- d. Notifies the other party as soon as the Force Majeure Event comes to an end, and
- e. Immediately resumes performance under this Agreement to the greatest extent possible when the Force Majeure Event ends.

14. NO THIRD-PARTY BENEFICIARY:

14.1 No persons other than the Contractor and the Owner (and their successors and assigns) shall have any rights whatsoever under this Agreement.

15. SURVIVAL:

- 15.1 All obligations (including but not limited to indemnity and obligations to defend and hold harmless) and rights of any party arising during or attributable to the period prior to expiration or earlier termination of this Agreement shall survive such expiration or earlier termination.

16. GOVERNING LAW AND JURISDICTION:

- 16.1 The Agreement is governed by and shall be construed and enforced in accordance with the laws of the Commonwealth of Massachusetts without regard to its conflict of laws rules.
- 16.2 Any action or proceeding is brought exclusively in a federal court in Massachusetts or in state court in Middlesex County, Massachusetts.

IN WITNESS WHEREOF, the parties hereto have caused this instrument to be executed by their respective officials thereunto duly authorized, this the day and year above written.

Scheidt & Bachmann USA, Inc.

By: _____
Joseph Galeas, SVP of Operations

Date: _____

“Owner”

By: _____

Date: _____

Exhibit 1: Preventative Maintenance

Type of Maintenance Performed BARCC										
<input type="checkbox"/> Entry Lane w/LPR	<input type="checkbox"/> Encoding Station									
<input type="checkbox"/> Exit Lane w/LPR	<input type="checkbox"/> All Only Lane									
<input type="checkbox"/> Entry/Exit w/LPR	<input type="checkbox"/> Entry/Foot Station									
<input type="checkbox"/> Red-Through Lane										
Location	Device Number	Date	Technician	Cycle						
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Notes:				

Equipment Type	Time Started	Time Finished	Total Time
▼			
▼			

Technician Signature _____ Customer Signature _____

preventive maintenance only addresses problems with the mechanical aspects of your parking system

Exhibit 2: Service Contact List

Service Contact List

USA Service Request Portal <https://servicesupport.scheidt-bachmann-usa.com/>

East Service Calls (business hours): **1-781-262-6636**

Service Calls (after-hours): **1-866-959-9799**
estregionsservicecenter@s-b-usa.com

East Escalations: **Sandy vanLeen**
301-393-7227
vanLeen.alexander@scheidt-bachmann-usa.com

West Service Calls (business hours): **1-781-262-6631**

Service Calls (after-hours): **1-866-959-9799**
westregionsservicecenter@s-b-usa.com

West Escalations: **Angie Peebles**
916-240-1645
peebles.angela@scheidt-bachmann-usa.com

Account Management Contact List

Account Management	Graham Haldeman
East:	540-408-9616
	haldeman.graham@scheidt-bachmann-usa.com
Account Management	Robert Johnson
East & Central:	860-841-0915
	johnson.robert@scheidt-bachmann-usa.com
Account Management	Dan Biscobing
Central:	602-332-0767
	biscobing.daniel@scheidt-bachmann-usa.com
Account Management	Luis Mendez
West:	949-304-8659
	mendez.luis@scheidt-bachmann-usa.com
Account Management	Derek Kiley
Escalations:	732-504-4176
	kiley.derek@scheidt-bachmann-usa.com



TO: Port Commission
FROM: Marian Olin, Port Director
DATE: June 15, 2020
SUBJECT: Consider Amendments to Concession-Operated Charter Permits and Review Charter Fee Schedule

Recommendation: **Approve Charter Permit Modifications and Review Fee Schedule:**

- 1. Require charter operators to commence charter operations within 60 days of permit issuance;**
- 2. Rescind inactive charter permits;**
- 3. Apply charter fee to J. Thomas 6-pak charter business;**
- 4. No other changes to established charter fees, but schedule for future committee review.**

BACKGROUND

In September 2017, the Port Commission amended its charter fee formula to recognize the impacts of mid-sized charters (passenger rating of greater than 6, but less than 49) and larger-sized charters (passenger rating of 49 or greater). The updated charter fee was approved as part of the FY18 fee schedule, and it applied to new or amended charter proposals only. No fee changes were implemented for pre-existing charter operations. The adopted fee schedule follows:

Small (6 Pak)	\$119 x passenger capacity / 12-month
Medium (7-48 Pak)	\$119 x 2 x passenger capacity / 12-month
Large (49+ Pak)	\$2 per passenger (base fee may apply)

The above fees are for guidance only. Fees are set by the Port Commission and are negotiated as part of the charter approval process based on a set of criteria particular to each operator such as slip status; operating plan details; shuttle operations; vessel pak rating; etc. As a result, fees vary among different operators.

Like other non-essential businesses, charters were recently unable to operate due to the COVID-19 pandemic and the resulting shelter-in-place orders enacted by the State of California and County of Santa Cruz. This unprecedented closure served to highlight some existing issues with the fee schedule, with some mid-range charters being subject to higher fees than large charters during times of non-operation, and the disparities between large charters' fee structures. Additionally, there is one 6-pak operator, Jonathan Thomas, who is paying the business use of slip fee, rather than the charter fee.

Though the Port Commission took action to forgive charter fees during the mandated shelter-in-place closure, the business interruption caused by COVID-19 has spurred one 6-pak charter operator to

request he be allowed to take an extended slip leave, while maintaining his charter permit. There is another charter operator who is currently holding two valid 6-pak charter permits, though he only operates one charter.

During the early stages of the shelter-in-place Order, all charter operations were closed for business. Subsequent amendments to the County Health Officer's Order eventually allowed fishing charters to reopen while maintaining social distancing, and as of June 12, 2020, all charters were allowed to reopen under guidelines established for outdoor recreation businesses and fees were reassessed.

How various charter operators will adapt to these changing times is unknown, but we have an opportunity to address some of the issues raised during the closure.

Staff is recommending the Port Commission:

- Address the issue of inactive charter permits;
- Assess the charter fee to J. Thomas' 6-pak operation (versus business use of slip fee);
- Refer future review of the charter fee schedule to committee.

ANALYSIS

Inactive Charter Permits

Charter operator Brian Thom is inquiring about the possibility of retaining his charter permit during an extended slip leave (Attachment A). For an annual fee of \$250, the slip leave option program allows slip licensees to release their slip, while preserving the option to obtain another slip of the same size, without undue delay, within ten years.

Charter operator Tom Dolan holds two valid 6-pak charter permits, though he is only operating one charter vessel. He was awarded a second permit in March 2018, but has never operated the second charter. Mr. Dolan is paying all annual permit fees, and he wishes to retain the right to operate a charter in the future, at his discretion.

Charter permit applications are considered on their merits. The Port Commission's review assesses the benefits of the proposed business to the public and Port District, and impacts including traffic and parking. Active charter operations increase parking revenue to the Port District and visitorship to harbor restaurants and retail operations. This increased activity is recognized and expected when a new charter business is authorized.

Inactive charter operations essentially grant the permit holder assurance that they will be able to operate a charter in the future, if they so choose; however, the Port District and its concession-operated businesses lose many of the ancillary benefits. Inactive charters may also make it more difficult for new operators to obtain a permit, as deliberation of new proposals considers the number of valid permits.

Staff recommends charter operators be required to commence charter operations within 60 days of a new permit being issued, and that inactive charter permits be rescinded. This would result in one of Tom Dolan's 6-pak charter permits being rescinded and it may impact Brian Thom's permit if he opts to take slip leave. Both parties could, in the future, reapply for a new charter permit.

Charter Fee Review

Review of J. Thomas 6-pak Charter

In August 2015, Mr. Jonathan Thomas purchased the vessel *Doble* from former 6-pak charter operator Gerald Brooks. At the time of approval, Mr. Thomas was awarded Mr. Brooks' north harbor 35' slip outside the regular waiting list. Mr. Thomas was assessed the business use of slip fee for his charter operation, which is 1.5x slip rent. He was instructed to place his name on the waiting list for a north harbor 35' slip (wait time was estimated to be 2-3 years). Mr. Thomas is currently in the #2 position on the north harbor 35' waiting list. Thomas' position on the waitlist guarantees him a slip offer upon release of the next north harbor 35' slip since the #1 and #2 positions are locked.

It is not clear from the record whether the business use of slip fee was assessed because of Mr. Thomas' slip status, but there were other deviations from the fee schedule (e.g., the annual waiting list bypass fee was assessed as a one-time fee versus annually until such time a slip is assigned or occupied long enough to have been assigned through the regular waiting list). In this situation, it would be typical to assess the charter fee and assess the north harbor waiting list bypass fee annually until such time that a slip was obtained through the regular slip waiting list.

Regardless, to maintain continuity between 6-pak charter operators, staff recommends that the charter fee be assessed instead of the business use of slip fee. This would reduce Mr. Thomas' annual fee from \$2,745 to \$714.

Future Committee Review of Charter Fees

Two existing charter operators, Chardonnay Sailing Charters and Joe and Raina Stoops, have indicated they would like to reopen a discussion of their charter fees. Chardonnay Sailing Charters is a large charter paying \$2 per passenger with a \$2,000 monthly base fee, and Stoops is operating a mid-range charter and would like to pay on the basis of \$2 per passenger.

There have been a number of recent developments with various charter operations and further changes are anticipated. For example, Chardonnay Sailing Charters is no longer operating their second vessel, *Chardonnay III*, out of Santa Cruz Harbor; Joe and Raina Stoops have shown interest in submitting a request to operate a 6 pak fishing charter from their vessel *Taylor Gene* in addition to operating their 30-pak sightseeing vessel *Sea Spirit*; Team O'Neill has not yet begun operations with their new charter vessel; and, operators may be challenged by ongoing social distancing guidelines.

While the staff report highlights some of the fee discrepancies, it is suggested any general review be done as part of a future committee review of all charter fees, and that adequate time be given prior

to conducting this review to allow all of the various elements to shift, stabilize and be assessed. For information only, a copy of the 2019 Business Use of Slips is appended as Attachment B.

IMPACT ON PORT DISTRICT RESOURCES

Charter fees generate approximately \$70,000 in revenue to the Port District on an annual basis. Adoption of the staff recommendation will reduce annual revenue to the Port District by \$2,745 (\$2,031 reduction for Thomas 6-pak charter fee adjustment: \$714 for rescinding Dolan second charter permit).

ATTACHMENTS – A. Email dated May 26, 2020, from Brian Thom, to Harbormaster Anderson
B. 2019 Business Use of Slips

Blake Anderson

From: Brian Thom <nomadthom@gmail.com>
Sent: Tuesday, May 26, 2020 8:46 AM
To: Blake Anderson
Subject: Slip Leave Options

Blake,

Good see you the other day on the east side of the harbor. As we discussed, I'm thinking ahead to being able to step back into the harbor with my port business license still recognized. In other words if I were to take a slip leave option, for example, because I wanted to go cruising with the family, economic disaster continues to a breaking point, or we do a fractional year at times between Alaska and Santa Cruz. Then, when returning to Santa Cruz would like to obtain a slip through slip leave and then restart business.

Like we discussed I would not be trying to nickle and dime the harbor by trying to get out of certain months of licence fees. To be honest, I'd probably pay for a whole year of six pack charter fees in order to use them for six months per year.

Anyway, that's my idea in a nutshell. Thanks for listening and if you have any questions, just let me know

Best,

--

Brian Thom
831.359.0254
brian@nomadsantacruz.com
nomadsantacruz.com

This email has been scanned by the Symantec Email Security.cloud service.
For more information please visit <http://www.symanteccloud.com>

CHARTER / BUSINESS USE OF SLIPS ANNUAL REPORT

2019

CHARTER FEE

Annual Charter Fee Formula - Small (6 Pak): \$119*passenger rating, Medium (7-48 Pak): \$119*2*passenger rating, Large (49 + Pak): \$2 per passenger (base fee may apply)

		Slips Originating From:		Revenue Calculation:		Discounts:		Adjusted Revenue (After Discounts):		Comments:
Operator	Pak Rating	Commission	Waiting List	Annual Slip Rent	Annual Charter Fee	Public Benefit	Other	Annual Slip Rent	Annual Charter Fee	
Adams, R	6		1	5,355	714	0	0	5,355	714	
Armstrong, R	6		1	4,720	714	0	0	4,720	714	
Beauregard, J	49	1		12,586	24,000	0	0	12,586	24,000	2 slips from PYS combined into 1, 80' slip. (Chard III)
Beauregard, J	49	1		13,862	32,626	0	0	13,862	32,626	Minimum base charter fee of \$2,000 per month. (Chard II)
Dolan, T	12		1	6,293	1,428	0	0	6,293	1,428	1 slip, 1 6-pak charter vessel (2 6-pak charter approvals)
Pac.Yacht & Sail	60	9		52,093	7,140	0	0	52,093	7,140	9 slips, 10 6-pak charter vessels (PC approval April 2019)
Lighthall, S	12	2		13,571	1,428	0	0	13,571	1,428	2 slips, 2 6-pak charter vessels
Moore, J	6		1	6,293	714	0	0	6,293	714	
Olsen, B	6		1	7,900	714	0	0	7,900	714	
O'Neill Yacht Charters	49	1		13,907	5,831	35%	0	9,040	3,790	Slip rent and charter fee discounted by percentage use for O'Neill Sea Odyssey. See "Discounted Slips" below.
O'Neill, P	6		1	10,397	714	0	0	10,397	714	Not actively chartering (<i>Marie Celine</i>).
Roberts, F	10		1	8,664	2,380	0	0	8,664	2,380	
Stagnaro, K	65	1		11,263	7,735	0	0	11,263	7,735	
Stagnaro, K	46	1		10,397	5,474	0	0	10,397	5,474	Stagnaro Fishing. Slip awarded prior to creation of wait list.
Stoops, J	30		1	7,551	7,140	0	0	7,551	7,140	
Thom, B	6		1	10397	714	0	0	10,397	714	
				2019	\$6,908	\$0		\$180,306	\$97,425	
				2018	\$6,984	\$0		\$180,447	\$99,054	

BUSINESS USE OF SLIP

Annual Business Use Fee Formula is Equal to: 1.5 times slip rent.

		Slips Originating From:		Revenue Calculation:		Discounts:		Adjusted Revenue (After Discounts):		Comments:
Operator	Pak Rating	Commission	Waiting List	Annual Slip Rent	Annual Bus. Use Fee	Public Benefit	Other	Annual Slip Rent	Annual Bus. Use Fee	
Ash, M	N/A	1		4,720	2,360	0	0	4,720	2,360	Vessel Assist
Kahn, P	N/A		1	10,397	5,198	0	0	10,397	5,198	Pegasus Racing
Kayak Connect.	N/A	1		4,464	2,232	0	0	4,464	2,232	Kayak Connection (U-Dock Float)
Lee, Bill	N/A		1	9,439	4,720	0	0	9,439	4,720	Wizard Yachts
Repass, R	N/A		1	6,293	3,146	0	0	6,293	3,146	West Marine
Thomas, K	6	1		5,355	2,678	0	0	5,355	2,678	Go Fish Santa Cruz Charters
				2019	\$40,668			\$20,334		
				2018	\$39,678			\$19,839		

NON-CHARTER / NON-BUSINESS USE DISCOUNTED SLIPS ANNUAL REPORT

2019

DISCOUNTED SLIPS

Programs receiving public benefit discounts,

		Slips Originating From:		Revenue Calculation:		Discounts:		Adjusted Revenue (After Discounts):		
Operator	Pak Rating	Commission	Waiting List	Annual Slip Rent	Annual Base Rent	Public Benefit	Other	Annual Slip Rent	Annual Base Rent	Comments:
UCSC	N/A	4		16,047	21,406	50%	0	16,047	10,703	50% discount applied to "Annual Base Rent" only, not slips.
O'Neill Sea Odyssey	49	1		4,867		100%	0	0	0	Assigned slip is F-1.
Sea Scouts	N/A	1		10,480		100%	0	0		Annual slip rent revenue is estimated NH Wide 45' rate @ 60'
				2019	\$26,050	\$0		\$16,047	\$10,703	
				<u>2018</u>	\$25,401	\$0		\$15,655	\$10,242	

Santa Cruz Port District
Resolution 20-09
May 26, 2020

ON THE MOTION OF _____

SECONDED BY _____

A Resolution serving notice to County Clerk of Elective Offices to be Filled and Transmittal of Map and Boundaries.

Santa Cruz Port District

To the County Clerk of Santa Cruz County:

- (1) Notice is hereby given that the elective offices of the district/city to be elected

CHECK ONE:

- at large or
 by division

at the general election scheduled for November 3, 2020, are as follows:

OFFICE	INCUMBENT'S NAME	TERM
Commissioner	Dennis Smith	Ends December 2020
Commissioner	Stephen Reed	Ends December 2020
Commissioner	Darren Gertler	Ends December 2020
Commissioner	Reed Geisreiter	Ends December 2020

SPECIAL DISTRICTS: No election will be held if there is an insufficient number of nominees.

- (2) WHEREAS, The qualifications of a nominee of an elective officer of the district are as follows: must be a registered voter in the district.
- (3) WHEREAS, The Candidate's Statement of Qualifications shall be limited to 200 words; and,

WHEREAS, the candidate is responsible for paying the cost of publishing the Candidate's Statement of Qualifications in the Voter's Information Pamphlet at the time of filing his/her statement. The Santa Cruz Port District will not pay the cost of publishing the Candidate's Statement of Qualifications; and,

WHEREAS, candidates for special districts pay the County Clerk.

- (4) Tie votes for City and District elections are resolved by lot according to Elections Code §15651 and §10551. In lieu of resolving a tie vote by lot the District/City may resolve a tie

vote by the conduct of a special runoff election, pursuant to §15651 (b). A special runoff election shall be held only if the legislative body adopts the provisions of this code prior to the conduct of the election. If a legislative body decides to call a special runoff election in the event of a tie vote, all future elections conducted by that body shall be resolved by the conduct of a special runoff election, unless the legislative body later repeals the authority for the conduct of a special runoff election.

To conduct a tie vote by special runoff election for this election and all future elections, check here.

- (5) Date of last map change was May 1996. The contact at Santa Cruz Port District to review the map on file to confirm the boundaries and trustee areas (if any) is Administrative Services Manager Holland Mac Laurie, (831) 475-6161, scpd@santacruzharbor.org.

APPROVED:

Stephen Reed, Chairman

Signature (District Secretary)

Dated: _____

Santa Cruz Port District
Resolution 20-10
May 26, 2020

ON THE MOTION OF _____

SECONDED BY _____

A resolution Ordering an Election, Requesting County Elections to Conduct the Election, and Requesting Consolidation of the Election.

SANTA CRUZ PORT DISTRICT

WHEREAS, pursuant to Elections Code Section 10002, the governing body of any city or district may by resolution request the Board of Supervisors of the county to permit the county elections official to render specified services to the city or district relating to the conduct of an election; and

WHEREAS, the resolution of the governing body of the city or district shall specify the services requested; and

WHEREAS, pursuant to Elections Code Section 10002, the city or district shall reimburse the county in full for the services performed upon presentation of a bill to the city or district; and

WHEREAS, pursuant to Elections Code Section 10400, whenever two or more elections, including bond elections, of any legislative or congressional district, public district, city, county, or other political subdivision are called to be held on the same day, in the same territory, or in territory that is in part the same, they may be consolidated upon the order of the governing body or bodies or officer or officers calling the elections; and

WHEREAS, pursuant to Elections Code Section 10400, such election for cities and special districts may be either completely or partially consolidated; and

WHEREAS, pursuant to Elections Code Section 10403, whenever an election called by a district, city or other political subdivision for the submission of any question, proposition, or office to be filled is to be consolidated with a statewide election, and the question, proposition, or office to be filled is to appear upon the same ballot as that provided for that statewide election, the district, city or other political subdivision shall, at least 88 days prior to the date of the election, file with the board of supervisors, and a copy with the elections official, a resolution of its governing board requesting the consolidation, and setting forth the exact form of any question, proposition, or office to be voted upon at the election, as it is to appear on the ballot, acknowledging that the consolidation election will be held and conducted in the manner prescribed in Section 10418. Upon such request, the Board of Supervisors may order the consolidation; and

WHEREAS, pursuant to Elections Code Section 10418, if consolidated, the consolidated election shall be held and conducted, election boards appointed, voting precincts designated, candidates nominated, ballots printed, polls opened and closed, voter challenges determined, ballots counted and returned, returns canvassed, results declared, certificates of election issued, recounts conducted, election contests presented, and all other proceedings incidental to and connected with the election shall be regulated and done in accordance with the provisions of law regulating the statewide or special election, or the election held pursuant to Section 1302 or 1303, as applicable.

WHEREAS, the resolution requesting the consolidation shall be adopted and filed at the same time as the adoption of the ordinance, resolution, or order calling the election; and

WHEREAS, various district, county, state and other political subdivision elections may be or have been called to be held on November 3, 2020;

NOW, THEREFORE, BE IT RESOLVED AND ORDERED THAT THE governing body of the Santa Cruz Port District hereby orders an election be called and consolidated with any and all elections also called to be held on November 3, 2020, insofar as said elections are to be held in the same territory or in territory that is in part the same as the territory of the Santa Cruz Port District and requests the Board of Supervisors of the County of Santa Cruz to order such consolidation under Elections Code Section 10401, 10403 and 10418.

BE IT FURTHER RESOLVED AND ORDERED that said governing body hereby requests the Board of Supervisors to permit the Santa Cruz County Elections Department to provide any and all services necessary for conducting the election and agrees to pay for said services, and

BE IT FURTHER RESOLVED AND ORDERED that the Santa Cruz County Elections Department conduct the election for the following offices on the November 3, 2020 ballot:

SEATS OPEN	OFFICE	TERM	DIST/DIV (if app.)
3 seats	Santa Cruz Port Commission	4-year term	Santa Cruz Port District
1 seat	Santa Cruz Port Commission	2-year term	Santa Cruz Port District

PASSED AND ADOPTED, by the following vote:

AYES: _____

NOES: _____

ABSTENTIONS: _____

ABSENT: _____

APPROVED:

Stephen Reed, Chairman

Attested: _____
Secretary

Contact Information/Incumbent Roster

Name of District: Santa Cruz Port District
Contact Person: Holland Mac Laurie
Mailing Address: 135 5th Avenue, Santa Cruz, CA 95062
Telephone (831) 475-6161 Fax: (831) 475-9558
Email: scpd@santacruzharbor.org
Website: santacruzharbor.org

<u>Incumbents' Name/Address</u>	<u>Date Elected/Appointed</u>	<u>Term of Office</u>
Toby Goddard	November 2018	4 years
Dennis Smith	November 2016	4 years
Stephen Reed	November 2016	4 years
Darren Gertler	November 2016	4 years
Reed Geisreiter	December 2019	1 year

Administrative Calendar

Jurisdictions Consolidating Elections with the November 3, 2020 General Election

The materials contained in this calendar represent the research and opinions of the staff at the Santa Cruz County Clerk/Elections Department. The contents of this calendar and any legal interpretations contained herein are not to be relied upon as being correct either factually or as legal opinion. Reliance on the content without prior submission to and approval of your appropriate public counsel is at the reader's risk.

Please call 831-454-2060 or email info@votescount.com if you have any questions or comments or visit our website at www.votescount.com. Thank you.

All references are to the California Elections Code unless otherwise noted.

Calendar Key – “E” stands for Election. The minus sign and the number after “E” indicate the number of days until the election. The plus sign and the number after “E” indicates the number of days after the election.

If there is an asterisk by the date, the date falls on a weekend or holiday; so the date listed is the next business day.

<p>June 29 – July 13 (E-127 to E-113)</p>	<p>Cities Publish Election Notice</p> <p>Between these dates, any city that is consolidating an election with the November general will publish a Notice of Election one time in a newspaper of general circulation stating:</p> <ul style="list-style-type: none"> • The date and polling hours of the election. • Any offices to be filled and any measure to be voted on, including a synopsis of each measure. <p style="text-align: right;">§12101, 12111</p>
<p>July 1 (E-125)</p>	<p>Special Districts & Cities Deliver Notice of Election to County Clerk</p> <p>Last day for district secretaries and City Clerks to deliver Notice of Election listing the elective offices to be filled and any measure (if known at the time) to be voted on and to deliver a map of the District or City to the Elections Department. Cities and special districts should include in the notice how a tie vote will be resolved.</p> <p style="text-align: right;">§10509, 10522, 10524, 10551, 15651</p>
<p>July 3 (E-123)</p>	<p>Schools to Deliver Specifications of the Election Order – Candidates</p> <p>Last day for a school board conducting a governing board election to deliver a resolution known as “Specifications of the Election Order” listing the elective offices to be filled and any measure (if known at the time) to be voted on, and file it with the county Superintendent of Schools and the Santa Cruz County Clerk, stating the date and purpose of the election, as well as provide a map of the district.</p> <p style="text-align: right;">Ed. Code §5322</p> <p>A clause to determine a tie vote is included in the “Specifications of the Elections Order”.</p> <p style="text-align: right;">Ed. Code §5016</p>

<p>July 6 – Aug. 5 (E-120 to E-90)</p>	<p>Notice of Election Between these dates the County Clerk, will publish a Notice of Election containing the date of the election, the offices to be filled, where nomination papers are available, and the deadline for filing Declarations of Candidacy. Notice of central counting place may be combined with this notice. §12109, 12112</p>
<p>July 13 – Aug. 7 (E-113 to E-88)</p>	<p>Candidate Nomination Period Candidates obtain and file their Declaration of Candidacy for school and special district boards, and, if applicable, file Candidate’s Statement of Qualifications. Forms are obtained from and filed with the county Elections Department. §10510, 13307, 13311</p> <p>Candidates for city office must be nominated by not less than 20 nor more than 30 voters in cities with 1,000 or more registered voters. The nomination papers shall be accompanied by an affidavit of the nominee that he or she will accept the office if elected. Nomination documents shall be obtained from and filed with the City Clerk. §10220-10230, Gov. Code §36503</p> <p>When nomination and/or candidacy papers are issued, the elections official shall provide candidates with:</p> <ul style="list-style-type: none"> • the rules governing conflicts of interest and campaign statements (candidates for city offices must file with Declaration of Candidacy); • rules governing candidate statement charges and filings; and • a blank form of the “Code of Fair Campaign Practices” and copies of Election Code §20440-20444.
<p>July 13 – Aug. 7 (E-88)</p>	<p>Candidate’s Statement – Congressional, Legislative, Superior Court, Board of Supervisors, County Candidates, Cities, School & Special Districts By this date, nominees may prepare a statement of qualifications, not to exceed 250 words for federal and state offices, 200 for county, city and district offices, to be included in the County Voter Information Guide. The statement shall be filed and paid for at the time it is filed. Obtain cost information from the Elections Department. §13307</p>
<p>July 28 (E-98)</p>	<p>Change of Candidate’s Ballot Designation Last day for candidates to request in writing to both the Secretary of State and Elections Department that a different ballot designation be used for the November election than the designation used at the primary election. This request must be accompanied by a ballot designation worksheet. §13107(h), CA Admin. Code, Title 2, Chap. 7, §20711(e)</p>

<p>July 31 (E-95)</p>	<p>Semiannual Campaign Statement Last day to file semiannual campaign statements, if required, by all candidates and committees. For period ending 6/30/2020.</p> <p style="text-align: right;">Gov. Code §84200, 84218</p>
<p>Aug. 5 – Nov. 3 (E-90 - E)</p>	<p>24-hour Contribution Reports During the 90 days immediately preceding an election and including Election Day, the following contributions that total in the aggregate of \$1,000 or more must be reported within 24 hours to the county elections official.</p> <ul style="list-style-type: none"> • 496: File if independent expenditures of \$1,000 or more are made. • 497: File if a contribution of \$1,000 or more in the aggregate is received from a single source. • 497: File if a contribution of \$1,000 or more in the aggregate is made to a candidate or measure being voted upon November 3, 2020, or to a political party committee. • The recipient of a non-monetary contribution of \$1,000 or more must file a Form 497 report within 48 hours from the time the contribution is received. <p>File by fax, guaranteed overnight delivery service, personal delivery, or online if available.</p> <p style="text-align: right;">Gov Code §82036, 84203, 84203.3</p>
<p>Aug. 5 – Nov. 3 (E-90 - E)</p>	<p>24-hour Independent Expenditure Reports During the 90 days immediately preceding an election and including Election Day, all candidates and committees that make an independent expenditure of \$1,000 or more to support or oppose a single candidate for elective state or local office or a single state or local ballot measure must report the expenditure within 24 hours to the Secretary of State’s Office or county elections official, whomever receives the campaign statements.</p> <ul style="list-style-type: none"> • 496: File if independent expenditures of \$1,000 or more are made. • 462: New Verification Requirements. Campaign committees that make independent expenditures of \$1,000 or more must verify that the expenditures are, in fact, not coordinated with the relevant candidate or ballot measure committee and that the committee is reporting all contributions and reimbursements. <p>File 496 with the appropriate filing officer by personal delivery, e-mail, guaranteed overnight service, fax or online, if available. File 462 by email to form462@fppc.ca.gov</p> <p style="text-align: right;">Gov Code §82036.5, 84204, 85500, 85501, 85505</p>

<p>Aug. 7 (E-88)</p>	<p>Last Day to Submit Resolutions of Consolidation</p> <p>Final deadline for the governing body of a district, city, school or other political subdivision which requests consolidation of a local election for candidates and/or measures to file the request with the county Elections Department. Earlier filing dates are encouraged in order to meet printing schedule.</p> <p>Whenever resolutions calling for a measure to be placed on the ballot are filed, immediately after that filing date will be a 10-day public inspection period. Documents will be on public display at the Elections Department, 701 Ocean St., Room 310, Santa Cruz.</p> <p>During this period, any voter of the jurisdiction or the county elections official may seek a writ of mandate or an injunction requiring any or all of the materials to be amended or deleted.</p> <p style="text-align: right;">§9190, 9380, 10401, 10402, 10403</p>
<p>Aug. 7 (E-88)</p>	<p>Last Day to file a Declaration of Candidacy for the November 3, 2020 election.</p> <p style="text-align: right;">§10510</p>
<p>Aug. 7 (E-88)</p>	<p>Deadline for Filing Tax Rate Statement for Bond Measures</p> <p>Last day to file Tax Rate Statement for any bond measure appearing on the November ballot.</p> <p style="text-align: right;">§9401</p>
<p>Aug. 7 (E-88)</p>	<p>Notification of Mail Ballot Precinct</p> <p>Last day for the county elections official to determine that there are 250 or fewer persons registered to vote in any precinct. The county elections official may then mail to each voter a vote-by-mail ballot along with a statement that there will be no polling place for the general election.</p> <p style="text-align: right;">§3005</p>
<p>Aug. 8 – 12 (E-87 to E-83)</p>	<p>Extension of Nomination Period</p> <p>If the incumbent does not file by 5pm on August 7, there is a 5-day filing extension for anyone other than the incumbent to file for office.</p> <p style="text-align: right;">§10516</p>
<p>Aug. 12 (E-83)</p>	<p>Insufficient Number of Nominees</p> <p>Special Districts: If by 5pm on this day, only one person has been nominated or an insufficient number of persons have been nominated to fill an office or offices, and a petition signed by 10% or 50 voters (whichever is the smaller number) has not been submitted, the elections official shall certify this fact to the Board of Supervisors. A person who has filed a Declaration of Candidacy shall be appointed by the Board of Supervisors at a regular or special meeting held prior to the first Monday before the first Friday in December. If no one filed, another qualified person shall be appointed by the Board of Supervisors on or before November 3 and shall take office and serve as if elected</p> <p style="text-align: right;">§10515</p>

<p>Aug. 12 (E-83)</p>	<p>Insufficient Number of Nominees</p> <p>Schools/County Boards of Education: If by 5pm on this day, only one person has been nominated or there are no nominees for the office(s) to be filled or in the case of members elected at large or by trustee areas, there are fewer than the number to be elected, and no petition is signed by 10% or 50 voters (whichever is the smaller number), an appointment will be made. The qualified person nominated shall be seated at the organizational meeting of the board, or, if an insufficient number is nominated, the governing board shall appoint as necessary at a meeting prior to Election Day. Persons so appointed shall be seated at the organizational meeting as if they had been elected.</p> <p>In the event no one is nominated, the governing board shall publish a notice one time in a newspaper of general circulation in the district stating the board intends to make an appointment and informing the public how to apply for the office.</p> <p style="text-align: right;">Ed. Code §5326, 5328, 5328.5</p>
<p>Aug. 13, 11am (E-82)</p>	<p>Randomized Alphabet Drawing</p> <p>Secretary of State shall conduct the randomized alphabet drawing to determine the order in which the candidates will appear on the November ballot.</p> <p>On this same day, the County Clerk shall conduct a randomized alphabet drawing for the offices of State Senate and Assembly.</p> <p style="text-align: right;">§13112(b)(1)(C)(i)</p>
<p>Aug. 14 (E-81)</p>	<p>Deadline to File Arguments, Analyses for Measures</p> <p>Arguments for or against any local measure called for the November 3, 2020 election are due by 5pm.</p> <p style="text-align: right;">§9163, 9316</p> <p>County Counsel to submit analysis for county and school/special district measures.</p> <p style="text-align: right;">§9160, 9313</p> <p>City attorney to submit analysis of city measures.</p> <p style="text-align: right;">§9280</p> <p>County Auditor, if previously directed by the Board of Supervisors, to submit fiscal analysis of measures.</p> <p style="text-align: right;">§9160</p> <p>Arguments and analyses are public after the 5pm deadline. (Department Policy)</p>

<p>Aug. 15 – 24 (E-80 to E-71)</p>	<p>10-day Public Inspection for Arguments and Analyses 10-day public inspection of arguments filed by August 14. During the 10-calendar-day public examination period provided by this section, any voter of the jurisdiction in which the election is being held, or the county elections official, himself or herself, may seek a writ of mandate or an injunction requiring any or all of the materials to be amended or deleted. The writ of mandate or injunction request shall be filed no later than the end of the 10-calendar-day public examination period.</p> <p style="text-align: right;">§9190</p>
<p>Aug. 21 (E-74)</p>	<p>Deadline for Filing Rebuttals to Measures On this date Rebuttal Arguments will be due by 5pm.</p> <p style="text-align: right;">§9167, 9317</p> <p>Rebuttals are public after the 5pm deadline. (Department policy)</p>
<p>Aug. 22 – Aug. 31 (E-73 to E-64)</p>	<p>10-day Public Inspection for Rebuttals Documents will be on public display at the Elections Department, 701 Ocean St., Room 310, Santa Cruz.</p> <p>During this period, any voter of the jurisdiction or the county elections official may seek a writ of mandate or an injunction requiring any or all of the materials to be amended or deleted.</p> <p style="text-align: right;">§9190, 9380</p>
<p>Aug. 27 (E-68)</p>	<p>Certified List of Candidates – Federal and State Offices Last day for the Secretary of State to send to each elections official a list showing the name, party preference, and ballot designation of every person who has been nominated as a candidate for public office and is entitled to receive votes within the county at the general election.</p> <p style="text-align: right;">§8148</p>
<p>Aug. 27 (E-68)</p>	<p>Randomized List from Secretary of State By this day, the SOS shall provide to elections officials a list of candidates for each county arranged according to the randomized alphabet drawn on August 13, 2020.</p> <p style="text-align: right;">§8149</p>

<p>Sept. 4 (E-60)</p>	<p>Military or Overseas Vote-by-Mail Ballot Applications</p> <p>First day the county elections official may process applications for military or overseas voter ballots. Any applications received by the county elections official prior to this day shall be kept and processed on or after this date. If the applicant is not a resident of the county to which he or she has applied, the elections official receiving the application shall forward it immediately to the proper county.</p> <p>A request for a vote-by-mail ballot from a military or overseas voter will be deemed an affidavit of registration and an application for permanent vote-by-mail status.</p> <p style="text-align: right;">§300(b), 321, 3102, 3105</p>
<p>Sept. 4 – 14 (E-60 to E-50)</p>	<p>Report of Registration – 60-day County Report</p> <p>During this period, county elections officials shall send to the Secretary of State a summary statement of the number of persons registered by party in their counties and in each political subdivision thereof as of Sept. 4, 2020.</p> <p style="text-align: right;">§2187</p>
<p>Sept. 7 – Oct. 20 (E-57 to E-14)</p>	<p>Statement of Write-in Candidacy & Nomination Papers for local offices only</p> <p>During this period write-in candidates must file their Statement of Write-in Candidacy and Nomination Papers with the county elections official. Write-in candidates are allowed for county offices, school, city, and special districts.</p> <p>U.S. Senate, Congress, Statewide offices, Board of Equalization, State Senate and State Assembly do not allow write-ins on the November ballot.</p> <p style="text-align: right;">§8600, 8601</p>
<p>Sept. 10 (E-54)</p>	<p>Walking Lists Prepared</p> <p>The County Elections Official will prepare a voter index that is available for purchase upon written application at a cost of 50 cents per 1,000 names.</p> <p style="text-align: right;">§2184</p>
<p>Sept. 24 (E-40)</p>	<p>State Voter Guides Available</p> <p>By this date, the Secretary of State shall furnish copies of the State Voter Guide to cities, counties, members of the Legislature, proponents of statewide ballot measures, public libraries, and educational institutions.</p> <p style="text-align: right;">§9096</p>

<p>Sept. 24 – Oct. 5 (E-40 to E-29)</p>	<p>Counties Mail County Voter Information Guide / State Voter Guide Mailing Between these dates the county elections official shall mail a Sample Ballot and County Voter Information Guide with a polling place notice to each registered voter.</p> <p>Between these dates the Secretary of State shall mail State Voter Guides to all households in which voters were registered by Friday, Sept. 4 (E-60). The county will do a supplemental mailing of the State Voter Guides to voters who register after October 5, 2020.</p> <p style="text-align: right;">§9094, 13303, 13304</p>
<p>Sept. 24 (E-40)</p>	<p>First Pre-Election Statement Last day to file campaign statements for candidates and committees covering the period from July 1, 2020 to September 19, 2020 (E-45).</p> <p style="text-align: right;">Gov. Code §84200.5, 84200.8(a)</p>
<p>Oct. 5 (E-29)</p>	<p>Establish Precinct Boards and Polling Places Last day for the county Elections Department to appoint board members and polling places and provide a copy to each county central committee and make a copy available to the public.</p> <p style="text-align: right;">§12286, 12318</p>
<p>Oct. 5 (E-29)</p>	<p>Last Day to Register to Vote to Ensure Receipt of County Voter Information Guide Voter registration cards received by this date (postmark NOT ACCEPTABLE) will be added to the rolls and the voters will receive a County Voter Information Guide. The voters who submit cards after this date will NOT receive a County Voter Information Guide, only a notice advising the late registrant where to vote and that they can view the County Voter Information Guide online.</p> <p style="text-align: right;">§9094, 13303</p>
<p>Oct. 5 – Oct. 27 (E-29 to E-7)</p>	<p>Vote-by-Mail Ballot Period – County Mails Ballots to Voters Between these dates voters may apply for a vote-by-mail ballot from the Elections Department. Voters may also obtain a ballot during this period from the County Elections Office and Watsonville City Hall. County Elections Department will begin to mail ballots to voters registered as a permanent vote-by-mail voter and those who reside in an all-mail ballot precinct on October 5. Under certain conditions voters may obtain a vote-by-mail ballot after October 27.</p> <p style="text-align: right;">§3001, 3003</p>

<p>Oct. 12 (E-22)</p>	<p>County Holiday – Office Closed</p>
<p>Oct. 19 (E-15)</p>	<p>15-day Voter Registration Last day to register to vote in the general election. The Voter Registration Form shall be mailed (postmarked by this date), received online by midnight, or delivered to the county elections official by this date and is effective upon receipt. The Voter Registration Form may also be submitted by this date to the Secretary of State, Department of Motor Vehicles, or any National Voter Registration Act designated agency. Persons will also be registered to vote when they submit an application for a driver’s license or state identification card or provide a change of address. <p style="text-align: right;">52 U.S.C. § 20301, 20501; §300(b), 321, 2102, 3102</p> Last day for military or overseas voters to register to vote. A request for a vote-by-mail ballot from a military or overseas voter, if postmarked on or before this date, will be deemed an affidavit of registration and an application for permanent vote-by-mail status. When a county elections official receives and approves a registration application from a military or overseas voter, the official must provide that voter with a vote-by-mail ballot for each subsequent election for federal office in the state unless the voter fails to vote in four consecutive statewide general elections. <p style="text-align: right;">§3102(e)</p> </p>
<p>Oct. 20 – Nov. 3 (E-14 to E)</p>	<p>Same Day Voter Registration Voters may register and vote a provisional ballot during the 14 days prior to the election, including Election Day. Same Day Voter Registration will be provided at all permanent and satellite offices and polling places. <p style="text-align: right;">§2170</p> </p>
<p>Oct. 22 (E-12)</p>	<p>Second Pre-Election Statement The last day to file campaign statements for candidates and committees covering the period from September 20, 2020 to October 17, 2020. <p style="text-align: right;">Gov. Code §84200.5, 84200.8(b)</p> </p>
<p>Oct. 24* (E-10)</p>	<p>Notice of Central Counting Place Last day for county elections official to publish the notice that the general election ballots will be counted at a specified public place. The notice shall be published one time in a newspaper of general circulation in the county. <p style="text-align: right;">§12109</p> </p>

<p>No later than Oct. 27 (E-7)</p>	<p>Publish Polling Places and Precinct Board Members Not less than one week before the election, the elections official shall publish the list of polling places and precinct board members. §12105-12108, Gov. Code §6061</p>
<p>Oct. 28 – Nov. 3 (E-6 to E)</p>	<p>Obtaining a Ballot After the Close of Vote-by-Mail Period in which any voter may apply in writing for a ballot if, because of specific conditions, he/she will be unable to go to the polls. A written statement is not necessary if the ballot is voted in the office of the elections official at the time of the request. The voter may either personally or through any authorized representative return the ballot to the Elections Department or polling place in the county. §3021</p>
<p>Oct. 30 (E-4)</p>	<p>County Campaign Disclosure Statement – 3rd Pre-Election Statement The last day for county candidates to file their disclosure statement for the period 10/18/2020 to 11/1/2020. Santa Cruz County Code §8.04.080(A)</p>
<p>Oct. 31- Nov. 1 (E-3 to E-2)</p>	<p>Weekend Voting The Santa Cruz County Elections Department, Watsonville City Hall and other locations will be open from 9am to 5pm for weekend voting. Locations will be posted by October 5 on www.votescount.com.</p>
<p>Nov. 3 (E)</p>	<p>General Election Day Polls open at 7am and close at 8pm §1000, 14212</p>
<p>Nov. 3, 8 p.m. (E)</p>	<p>Semifinal Official Canvass Beginning at 8pm and continuously until completed, the county elections official shall conduct the semifinal official canvass of votes and report totals to the Secretary of State at least every two hours. §15150, 15151</p>
<p>Nov. 3 (E)</p>	<p>Unopposed Judge: Superior Court On this date, the County Clerk declares elected any incumbent superior or municipal court judge who has filed for office but whose name did not appear on either the primary or general election ballots because he or she was unopposed. §8203</p>
<p>Nov. 5 – Dec. 3 (E+2 – E+30)</p>	<p>Official Canvass The official canvass of precinct returns is to be completed during this time. §15301, 15372</p>

<p>Nov. 6 (E+3)</p>	<p>Vote-by-Mail Ballots Returned Via Post Office - Deadline Vote-by-mail ballots that are postmarked on or before Election Day or are time stamped or date stamped by a bona fide private mail delivery company on or before Election Day, and received by the county elections official by the Friday after the election shall be considered received on time.</p> <p>If the ballot has no postmark, a postmark with no date, or an illegible postmark, the vote by mail ballot identification envelope must be signed and dated by the voter pursuant to Section 3011 on or before Election Day in order to be considered received on time.</p> <p style="text-align: right;">§3017, 3020</p>
<p>Nov. 11 (E+8)</p>	<p>County Holiday – Office Closed</p>
<p>Nov. 26 – 27 (E+23 to E+24)</p>	<p>County Holiday – Office Closed</p>
<p>Nov. 30 (E+27)</p>	<p>State Senators and State Assemblymembers Assume Office Terms begin on the first Monday in December following the election. However, elections may not be certified until December 3.</p> <p style="text-align: right;">CA. Const. Art. IV §2</p>
<p>Nov. 30 (E+27)</p>	<p>Last day to cure your signature on your vote-by-mail ballot envelope Voters who failed to sign their vote-by-mail ballot envelope or whose signature does not compare to the one we have on file, have until 2 days before we certify the election to provide their signature on a ballot envelope statement and file it with the County Elections Department.</p> <p style="text-align: right;">§3019</p>
<p>Dec. 3 (E+30)</p>	<p>Statement of Vote to Board of Supervisors – Certificates of Election Prepared The elections official shall prepare a certified statement of the results of the election and submit it to the Board of Supervisors.</p> <p>The Board of Supervisors shall declare the winners for each office and the results of each measure under its jurisdiction. The county elections official shall make and deliver to each person elected a certificate of election.</p> <p style="text-align: right;">§15372, 15400-15401</p>
<p>Dec. 4 (E+31)</p>	<p>Candidates Elected to Special Districts and School Districts Assume Office <i>Special Districts:</i> Officers declared elected or appointed (i.e. as provided in §10515) take office this date at noon after having taken the oath or posted any bond required by the principal act.</p> <p style="text-align: right;">§10554</p> <p><i>School and Community College Districts:</i> Officers elected to school office take office this date pursuant to Ed. Code §5017, though no reference is made to “noon” as is the case in Elec. Code §10554.</p>

<p>5 days after canvass</p>	<p>Recount May Be Requested</p> <p>Within five (5) days after the completion of the official canvass, any voter may request a recount by filing a written request with the Elections official and specifying that candidates and/or measures are to be recounted.</p> <p>The request may specify the order of the precincts for the recount, and the petitioning voter shall, before commencement of each day's recount, deposit such sum as the official requires to cover costs (approximately \$500 per day). "Completion of the canvass" shall be presumed to be the time when the elections official signs the certified Statement of Vote.</p> <p style="text-align: right;">§15620 – 15634</p>
<p>Varies between 10 days to 6 months following the certification of the vote</p>	<p>Contesting Election</p> <p>Any elector of a county, city, or of any political subdivision of either may contest any election held therein for any of the following causes:</p> <ol style="list-style-type: none"> a) That the precinct board or any member thereof was guilty of malconduct. b) That the person who has been declared elected to an office was not, at the time of the election, eligible to that office. c) That the defendant has given to any elector or member of a precinct board any bribe or reward, or has offered any bribe or reward for the purpose of procuring his election, or has committed any other offense against the elective franchise defined in Division 18 (commencing with Section 18000). d) That illegal votes were cast. e) That eligible voters who attempted to vote in accordance with the laws of the state were denied their right to vote. f) That the precinct board in conducting the election or in canvassing the returns, made errors sufficient to change the result of the election as to any person who has been declared elected. g) That there was an error in the vote-counting programs or summation of ballot counts. <p style="text-align: right;">§16100</p> <p>The contestant shall verify the statement of contest, as provided by Section 446 of the Code of Civil Procedure, and shall file it within the following times after either the declaration of the result of the election or the declaration of the results of any postcanvass risk-limiting audit conducted pursuant to Section 15560 by the body canvassing the returns thereof:</p> <ol style="list-style-type: none"> a) In cases other than cases of a tie, where the contest is brought on any of the grounds mentioned in subdivision (c) of Section 16100, six months. b) In all cases of tie, 20 days. c) In cases involving presidential electors, 10 days. d) In all other cases, 30 days. <p style="text-align: right;">§16401</p>

<p>Dec. 4 (E+31)</p>	<p>Statement of Vote to Secretary of State No later than this date the elections official shall send one copy of the Statement of Vote to the Secretary of State.</p> <p style="text-align: right;">§15375</p>
<p>Dec. 11 (E+38)</p>	<p>Certificates of Election The Secretary of State shall issue certificates of election to persons elected to U.S. Senate, Congress, State Constitutional Offices, Board of Equalization, State Senate, and State Assembly.</p> <p style="text-align: right;">§15503-15504; CA Const. Art. V, §14(f)</p>
<p>Jan. 4, 2021 (E+62)</p>	<p>Candidates Elected to U.S. Senate and Congress Assume Office Terms begin at noon on January 4 for candidates elected to U.S. Senate and Congress.</p> <p style="text-align: right;">20th Amendment US Constitution</p>
<p>Jan. 4, 2021 (E+62)</p>	<p>Candidates Elected to Statewide Offices, County Offices, Supervisors, & Judges Assume Office Terms begin at noon on the first Monday after January 1 succeeding their election for statewide offices, county offices, and supervisors. Superior Court Judges also begin on this date; although, there is no mention of the noon hour.</p> <p style="text-align: right;">Gov. Code §24200; CA Const. Art. VI, §16 & Art. V</p>
<p>Period Following Election</p>	<p>Document Retention Nomination documents and signatures in-lieu of filing fee petitions (if applicable) shall be held during the term of office for which they were filed and for four years after the expiration of the term. They may be destroyed as soon as practicable thereafter provided no legal action or proceeding is pending.</p> <p>Since the November 3, 2020 election has federal offices on the ballot, precinct supplies and voted ballots must be preserved for 22 months following the election. If no legal action is pending at the time, the documents may be destroyed or recycled. Unused ballots may be destroyed or recycled after the November 3, 2020 election.</p> <p>Initiative, referendum and recall petitions must be preserved for eight months following certification of the election for which the petition qualified or eight months after final examination of the petition by the clerk. If no legal action or proceeding is then pending, the petitions may be destroyed as soon as practicable.</p> <p style="text-align: right;">Elections Code Division 17, commencing with §17000</p>
<p>Feb. 1, 2021 (E+90)</p>	<p>Semiannual Campaign Statement Last day to file semiannual campaign statements, if required, by all candidates and committees.</p> <p style="text-align: right;">Gov. Code §84200, 84218</p>

Santa Cruz Port District
Accounts Payable Monthly Check Register
 May 2020

Date	No.	Vendor	Description	Amount
5/8/2020	53393	AT&T Mobility	Tablet Service	\$ 238.62
5/8/2020	53394	Bass, Carol	Security Deposit Refund	\$ 113.70
5/8/2020	53395	Bay Building Janitorial, Inc.	Janitorial Services	\$ 5,292.00
5/8/2020	53396	Bobby's Pit Stop, Inc.	Patrol Vehicle Water Pump Replacement	\$ 718.75
	53397	VOID		
5/8/2020	53398	Burke, Williams & Sorensen, LLP	Legal Consultation	\$ 3,053.50
5/8/2020	53399	Carpi & Clay	Washington Representation	\$ 800.00
5/8/2020	53400	Chrones, Peter	Security Deposit Refund	\$ 812.00
5/8/2020	53401	Comcast	Business Internet	\$ 155.06
5/8/2020	53402	Computer Technical Specialists, Inc.	E-mail Scanning & Backup, Annual Calyptix Network Security Maintenance, Operating System Upgrades	\$ 2,158.15
5/8/2020	53403	County of Santa Cruz Department of Public Works	Overflow Parking Lot Rental	\$ 1,200.00
5/8/2020	53404	Doctors on Duty	Pre-Employment Physical	\$ 80.00
5/8/2020	53405	Flyers Energy, LLC	Ancillary Equipment Fuel	\$ 485.21
5/8/2020	53406	Garda CL West, Inc.	Deposit Courier Service	\$ 266.85
5/8/2020	53407	Gsolutionz	Telephone System Maintenance	\$ 199.99
5/8/2020	53408	Henderson Marine Supply, Inc.	Non-Skid Paint	\$ 637.96
5/8/2020	53409	Irigaray, Chris	Credit Balance Refund	\$ 807.10
5/8/2020	53410	Kelly-Moore Paint Company, Inc.	Squirt Primer & Paint	\$ 1,258.65
5/8/2020	53411	Kohlman, Chris	Security Deposit Refund	\$ 642.15
5/8/2020	53412	Employee #226	Final Paycheck	\$ 728.68
5/8/2020	53413	Marine Lien Sale Service	Lien Sale Expense	\$ 190.00
5/8/2020	53414	McDermott, Dick	Parking Space Rental - 497 Lake Avenue	\$ 150.00
5/8/2020	53415	McLaughlin-Mayang, Sheila	Security Deposit Refund	\$ 113.70
5/8/2020	53416	Mesiti-Miller Engineering, Inc.	Aldo's Seawall Accessway Improvement Plans	\$ 2,651.50
5/8/2020	53417	Mid County Auto Supply	Disposable Gloves	\$ 170.91
5/8/2020	53418	Mission Uniform Service	Uniform Service	\$ 187.13
5/8/2020	53419	Nicholas Henning	Refuse Collection	\$ 2,900.00
5/8/2020	53420	Pacific Gas & Electric Company	Utilities	\$ 13,560.99
5/8/2020	53421	Quadient, Inc.	Postage	\$ 467.30
5/8/2020	53422	Red Hills Environmental, LLC	Dredge Volume Calculations	\$ 2,052.00
5/8/2020	53423	Santa Cruz Auto Parts	Patrol Vehicle Floor Mats	\$ 26.21
5/8/2020	53424	Santa Cruz County Environmental Health Services	Boatyard Hazardous Materials Permit Fee	\$ 449.00
5/8/2020	53425	SC Fuels	Fuel Dock Gas & Diesel	\$ 12,518.33
5/8/2020	53426	Santa Cruz Municipal Utilities	Utilities	\$ 6,230.20
5/8/2020	53427	Solano, Heladio	Launch Refund	\$ 17.00
5/8/2020	53428	South Bay Bronze	Pappy Display Plaque	\$ 2,240.74
5/8/2020	53429	Svensen's Boat Works	Boatyard Retail Items	\$ 724.31
5/8/2020	53430	The Home Depot Pro Institutional	Janitorial Supplies	\$ 123.07
5/8/2020	53431	Triton Construction	Monthly Fuel Operator Service	\$ 100.00
5/8/2020	53432	Turner, Chris	Security Deposit Refund	\$ 83.40

Santa Cruz Port District
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Date	No.	Vendor	Description	Amount
5/8/2020	53433	U.S. Bank Equipment Finance	Copier Lease	\$ 151.32
5/8/2020	53434	US Relay	Webcam Service	\$ 484.00
5/8/2020	53435	Valero Marketing & Supply Company	Fleet Fuel	\$ 1,661.62
5/8/2020	53436	Verizon Wireless	Cell Phone & Tablet Service	\$ 314.90
5/8/2020	53437	West Marine Pro	<i>Dauntless</i> 30A Power Inlet, VHF Radio Antenna Replacements	\$ 94.80
5/8/2020	53438	West Marine Pro	Boatyard Retail Items	\$ 340.28
5/8/2020	53439	YOUNG, JOHN	Security Deposit Refund	\$ 65.00
5/22/2020	53440	AA Safe & Security Co.	413 Lake Ave, Suite 104 - Lock Re-Key	\$ 75.89
5/22/2020	53441	Access Compliance Services	Concession Lot Parking Remediation Design Plan	\$ 2,475.00
5/22/2020	53442	Ace Portable Services	Portable Toilet & Boatyard Handwashing Station Rental	\$ 337.78
5/22/2020	53443	Allied Administrators for Delta Dental	Dental Insurance	\$ 2,636.46
5/22/2020	53444	APED	Water Heater Pressure Gauge	\$ 144.64
5/22/2020	53445	AT&T	Telephone	\$ 3,559.11
5/22/2020	53446	CIT	Telephone System Lease	\$ 323.09
5/22/2020	53447	B AND B Small Engine	Chainsaw Chain, Premixed Fuel	\$ 102.17
5/22/2020	53448	Bay Building Janitorial, Inc.	COVID-19 Sanitation Services (April)	\$ 5,700.00
5/22/2020	53449	Bay Plumbing Supply, Inc.	Water Heater Repair - X-Dock Restroom	\$ 281.90
5/22/2020	53450	Bayside Oil II, Inc.	Waste Oil Disposal	\$ 347.25
5/22/2020	53451	Berard, Chris	Security Deposit Refund	\$ 121.46
5/22/2020	53452	Big Creek	Boatyard Ways Repair Lumber	\$ 12,761.40
5/22/2020	53453	Blueprint Express of Santa Cruz	Aldo's Seawall Plans	\$ 349.97
5/22/2020	53454	Bobby's Pit Stop, Inc.	Parking Shuttle Van - Oil Change	\$ 77.33
5/22/2020	53455	Bow Wow Pet Waste Products	Pet Waste Station Bags	\$ 282.88
5/22/2020	53456	Byte Technology	Website Maintenance	\$ 164.00
5/22/2020	53457	Central Coast Systems	Quarterly Fire Alarm Monitoring	\$ 210.00
5/22/2020	53458	Comcast	Business Internet & Cable	\$ 333.80
5/22/2020	53459	Complete Mailing Service	Statement Mailing & Postage	\$ 541.36
5/22/2020	53460	Crystal Springs Water Co.	Boatyard Drinking Water	\$ 4.50
5/22/2020	53461	Data Ticket, Inc.	Citation Processing (March)	\$ 300.00
5/22/2020	53462	Elevator Service Company	Elevator Service (\$223.60 Tenant Reimbursable)	\$ 430.00
5/22/2020	53463	Fastenal Company	Oil Absorbent Pads, Screws, Nuts, Washers for <i>Twin Lakes</i>	\$ 1,164.90
5/22/2020	53464	Ferguson Enterprises, Inc.	Water Heater Replacement - X2 Restroom	\$ 4,991.61
5/22/2020	53465	First Alarm Security & Patrol, Inc.	Security Patrol	\$ 4,549.23
5/22/2020	53466	Garda CL West, Inc.	Excess Items Fee	\$ 46.86
5/22/2020	53467	Gaub, Enda	Parking Overpayment Refund	\$ 120.00
5/22/2020	53468	Gaudinsky, Julia	Security Deposit Refund	\$ 84.57
5/22/2020	53469	Home Depot	Dredge Tools	\$ 553.24
5/22/2020	53470	Jim Clark	Backflow Testing	\$ 1,464.00
5/22/2020	53471	John J Taylor, Trustee	Security Deposit Refund	\$ 197.50

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 May 2020

Date	No.	Vendor	Description	Amount
5/22/2020	53472	Johnson Hicks Marine Electronics	Connector for <i>Dauntless</i>	\$ 20.31
5/22/2020	53473	King's Paint & Paper, Inc.	413 Lake Avenue, Suite 104 - Paint	\$ 60.15
5/22/2020	53474	Kisling, Niels	Boatyard Overpayment Refund	\$ 10.88
5/22/2020	53475	Matheson Tri-Gas, Inc.	Welding Gas	\$ 506.70
5/22/2020	53476	MBS Business Systems	Copier Usage Charges	\$ 336.23
5/22/2020	53477	Mid County Auto Supply	Truck Battery Replacement, Latex Gloves, Spark Plugs, Patrol Vehicle Battery	\$ 473.14
5/22/2020	53478	Milo, Paul	Security Deposit Refund	\$ 139.76
5/22/2020	53479	Mission Uniform Service	Uniform Service	\$ 710.24
5/22/2020	53480	Operating Engineers Local Union No. 3	OE3 Dues (Payroll Deduction)	\$ 260.00
5/22/2020	53481	Pacific Galvanizing	Fuel Dock Extension Angle Brackets & Galvanizing	\$ 464.25
5/22/2020	53482	Pacific Gas & Electric Company	Utilities	\$ 10,079.96
5/22/2020	53483	Palace Art & Office Supply	Office Supplies	\$ 346.54
5/22/2020	53484	Praxair Distribution Inc.	Welding Gas	\$ 89.90
5/22/2020	53485	Roelofs, Katherine	Security Deposit Refund	\$ 115.66
5/22/2020	53486	Santa Cruz Fire Equipment Company	Fire Extinguisher Service	\$ 50.36
5/22/2020	53487	Santa Cruz Sentinel	Annual Newspaper Subscription	\$ 319.76
5/22/2020	53488	SC Fuels	Fuel Dock Gas & Diesel, <i>Twin Lakes</i> Engine Oil	\$ 14,899.00
5/22/2020	53489	Santa Cruz Municipal Utilities	Utilities	\$ 3,652.11
5/22/2020	53490	Scotts Valley Sprinkler	Boatyard Filtration System Parts	\$ 40.86
5/22/2020	53491	SDRMA	2020-2021 Worker's Compensation Insurance	\$ 112,309.00
5/22/2020	53492	Staples Credit Plan	Office Supplies	\$ 34.84
5/22/2020	53493	State Water Resources Control Board	Annual Storm Water Pollution Prevention Plan Permits - Boatyard & Maintenance Yard	\$ 2,800.00
5/22/2020	53494	The Home Depot Pro Institutional	Janitorial Supplies	\$ 987.28
5/22/2020	53495	Triton Construction	Monthly Fuel Tank Maintenance	\$ 100.00
5/22/2020	53496	Tsai, Philip	Security Deposit Refund	\$ 382.84
5/22/2020	53497	UNUM Life Insurance Co. of America	LTF/Life/AD&D Insurance	\$ 1,249.86
5/22/2020	53498	Valley Power Systems North, Inc.	<i>Twin Lakes</i> Generator Service Kits	\$ 977.37
5/22/2020	53499	West Coast Wire Rope	<i>Twin Lakes</i> Slings, Straps, & Shackles	\$ 976.97
5/22/2020	53500	Western Design Gallery of Tile & Stone	413 Lake Avenue, Suite 104 - Carpet	\$ 591.22
5/22/2020	53501	West Marine Pro	VHF Radio Antenna Replacement	\$ 19.60
5/22/2020	53502	Weston, Scott	Security Deposit Refund	\$ 271.25
5/22/2020	53503	Woods, Audrey	Security Deposit Refund	\$ 55.43
5/5/2020	Various	Various Employees	4/16/20-4/30/20 Payroll Checks	\$ 7,122.68
5/20/2020	Various	Various Employees	5/1/20-5/15/20 Payroll Checks	\$ 7,503.36
5/1/2020	EFT	Windcave, Inc.	Concession Lot Credit Card Fee	\$ 54.14
5/1/2020	EFT	Transaction Express	Online Billpay ACH Fees	\$ 422.97
5/1/2020	EFT	ElectronicPayments	Fuel Dock Credit Card Fees	\$ 372.68
5/1/2020	EFT	Merchant Services	Online Billpay Credit Card Fees	\$ 367.60
5/1/2020	EFT	Merchant Services	CALE Credit Card Fees	\$ 144.87

Santa Cruz Port District
Accounts Payable Monthly Check Register
 May 2020

Date	No.	Vendor	Description	Amount
5/1/2020	EFT	Merchant Services	Boatyard Credit Card Fees	\$ 538.51
5/1/2020	EFT	Gravity Payments	Front Desk Credit Card Fees	\$ 1,040.31
5/5/2020	EFT	PAYCHEX	Time & Attendance Fees	\$ 109.25
5/5/2020	EFT	PAYCHEX	Payroll Service Fees	\$ 408.25
5/6/2020	EFT	CalPERS	Health Insurance	\$ 36,888.61
5/6/2020	EFT	CalPERS	Retirement Contributions (Employee & Employer)	\$ 7,428.09
5/6/2020	EFT	CalPERS	Retirement Contributions (Employee & Employer)	\$ 6,975.76
5/6/2020	EFT	CalPERS	Retirement Contributions (Employee & Employer)	\$ 726.76
5/6/2020	EFT	California State Disbursement Unit	Wage Garnishment	\$ 250.00
5/7/2020	EFT	Empower Retirement	457 Contributions (Payroll Deduction)	\$ 2,576.88
5/7/2020	EFT	Comerica Commercial Card Services	Signage, Thermometer, Go To Meeting Subscription, CSDA Board Training Refund, Workplace App Subscription, Deputy Harbormaster Background Investigations, Shipping, Crane Service, Hand Sanitizer, Galvanized Bucket, Concession Lot Test Transactions, Boatyard Water Sampling	\$ 3,847.74
5/11/2020	EFT	Gravity Payments	Front Desk Credit Card Gateway Fee	\$ 17.46
5/12/2020	EFT	Comerica Bank	Bank Service Fees	\$ 544.84
5/20/2020	EFT	PAYCHEX	Payroll Service Fees	\$ 402.73
5/20/2020	EFT	California State Disbursement Unit	Wage Garnishment	\$ 250.00
5/21/2020	EFT	Empower Retirement	457 Contributions (Payroll Deduction)	\$ 2,616.57
5/5/2020	EFT	PAYCHEX	4/16/20-4/30/20 Payroll Direct Deposit	\$ 62,737.49
5/5/2020	EFT	PAYCHEX	4/16/20-4/30/20 Payroll Taxes	\$ 30,604.10
5/20/2020	EFT	PAYCHEX	5/1/20-5/15/20 Payroll Direct Deposit	\$ 55,547.26
5/20/2020	EFT	PAYCHEX	5/1/20-5/15/20 Payroll Taxes	\$ 27,021.25
Total May 2020 Disbursements				\$ 522,299.61



TO: Port Commission
FROM: Blake Anderson, Harbormaster
DATE: June 15, 2020
SUBJECT: Harbormaster's Report – June 2020

Moose Boats Inc. Pre-construction Meeting

Deputy Harbormaster staff met remotely with representatives from Moose Boats Inc. to finalize design plans and specifications for the District's new patrol vessel. The company has ordered and received the metal for the vessel and it's currently on-site in Vallejo. Fabrication of smaller components and systems will commence immediately, however major metalwork will likely begin in late-fall as space becomes available at their facility. Once major metalwork starts, construction is expected to take 6-8 months. The first progress payment has been made in the amount of \$147,001.67.

Deputy Harbormaster Offshore Certification

Deputy Harbormaster David Hill successfully completed his offshore coxswain examination on June 10, 2020. The three-part test lasted 7 hours and consisted of practical underway exercises, a written exam, and a scenario-based oral interview. The coxswain certification is an important milestone in the career of a Deputy Harbormaster. Congratulations, David!



Lifjacket Loaner Station

The District's lifjacket loaner station, developed in partnership with the CA Division of Boating and Waterways, is finished and ready for service. Improvements were recently made to the kiosk which included a new roof and a sign installed by the maintenance department. Due to restrictions related to shelter in place orders, the program has been temporarily modified. Those wishing to borrow a lifjacket for the day may request the use of one through Harbor Patrol rather than taking the jacket

off the rack themselves. Used lifejackets will be sanitized by staff in a cleaning solution and dried before being placed back in service.



Abandoned Vessel Abatement

On March 19, 2020, an individual sailed a derelict vessel into the harbor and paid for short-term visitor berthing. He had no long-term plan for the vessel and was generally uncooperative with staff. The individual decided to anchor the boat near the Santa Cruz Municipal Wharf, where he effectively abandoned the vessel. Harbor Patrol staff contacted officials from the Monterey Bay Marine Sanctuary and NOAA Office of Law Enforcement and alerted them to the potential hazard. Federal officers began their investigation and determined that the owner was not prepared to own a boat and expressed his intention to leave the vessel at anchorage indefinitely. Harbor Patrol staff continued to monitor the vessel and requested that the individual dispose of the vessel or remove it from the water. On May 6, 2020, the vessel was found to be actively sinking at anchor with 4-feet of water in the cabin. Harbor Patrol dewatered the vessel and towed it to the harbor without incident. The owner was contacted by both harbor staff and federal officers and urged to turn the vessel in through the Division of Boating and Waterways Vessel Turn-in Program (VTIP) program. After much deliberation, the owner was compelled to release interest in the vessel. This is an excellent example of a cooperative effort to prevent the sinking and abandonment of vessels in the Monterey Bay. The vessel will be removed and destroyed using grant funding.



Fisheries Report

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

May 2020 – Total Port Landings (Including Resident Buyer):

Species	Weight (lbs.)	Ex-Vessel (per/lb.)	Approx. Value
Dungeness Crab	3,210.60	\$6.00	\$19,263.60
CA Halibut	1,994.35	\$6.00	\$11,966.10
Chinook Salmon	122,147.22	\$6.50	\$793,956.93
Petrale Sole	34.50	\$2.00	\$69.00
Rock Crab	32.00	\$2.00	\$64.00
Sablefish (Blackcod)	3,952.00	\$3.50	\$13,832.00
Lingcod	95.20	\$3.00	\$285.60
Rockfish (black, vermillion)	400.90	\$2.00	\$801.80
Jacksmelt	223.30	\$1.00	\$223.30
Pacific Mackerel	17.20	\$1.00	\$17.20
Total Ex-Vessel			\$840,479.53

Species also landed* - Rockfish (various species), Brown and Yellow Rock Crab, Kingfish, Starry Flounder, Pacific Herring, Queenfish, Thornyhead Longspine, Thornyhead Shortspine

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

May 2020 – Resident Buyer Landings

Species	Weight (lbs.)	Ex-Vessel (per/lb.)	Approx. Value
Dungeness Crab	2,733.10	\$6.00	\$16,398.60
CA Halibut	1,675.30	\$6.00	\$10,051.80
Chinook Salmon	33,881.23	\$6.50	\$220,227.99
Petrale Sole	8.70	\$2.00	\$17.40
Rockfish	316.80	\$2.00	\$633.60
Pacific Mackerel	3.40	\$1.00	\$3.40
Lingcod	55.90	\$3.00	\$167.70
Sablefish (Blackcod)	2,362.00	\$3.50	\$8,267.00
Total Ex-Vessel			\$255,767.49

No June Facilities Maintenance & Engineering Manager's Report is available.



TO: Port Commission
FROM: Holland MacLaurie, Administrative Services Manager
DATE: June 3, 2020
SUBJECT: Dredging Season Report 2019-20

FEDERAL ENTRANCE CHANNEL DREDGING

The 2019-20 dredge season marked *Twin Lakes'* fourth season of operation dredging the federal entrance channel. Dredging commenced on November 4, 2019, and concluded on April 30, 2020. The post-dredge entrance survey, dated May 3, 2020, is included as Attachment A.

At the advice of the Port District's dredge consultant, Ancil Taylor of Callan Marine, the crew successfully implemented a training schedule which rotated crewmembers through all positions, including the wheelhouse to gain experience operating the dredge. Additionally, the crew implemented a training schedule to ensure all crewmembers gained valuable time operating the District's workboat *Dauntless*. This cross-training will continue each season and has proven to be invaluable to ensuring the dredge remains operational when crew shortages arise.

As each season progresses, staff gains a better understanding of the most useful applications for the data generated by the Ronan density meter. The density meter provides information about the relative volume of material moving through the pipe, but due to differences in the sediment composition in different areas of the channel and the presence of organic material and water in the sediment, the data is not an accurate portrayal of actual volume dredged. To estimate daily production, the crew continues to utilize the conservative production average of 250 CY / hr., which was established by Moffat and Nichol in their 2018 dredge volume analysis.

Using the 250 cubic yard per hour production average, entrance channel volumes for the 2019-20 season totaled approximately 197,675 CY (Attachment B), which is 21,000 CY more than the prior season. The density meter showed improved production over the prior season by approximately 10,000 CY. This increased production was achieved while operating 106 hours less (18 working days) than the prior season.

The data provided by the density meter has proven beneficial in tracking cumulative run-time, relative volume, and identifying differences between areas in the channel based on sediment composition and the presence of organic material (i.e. the density meter records higher production volumes while the dredge is positioned in sand that is free of organic material).

The 2019-20 season marked the first season operating under a formally amended permit modification issued by the Monterey Bay Air Resources District (MBARD), which allows for stationary monitoring of hydrogen sulfide (a temporary permit modification allowing stationary monitoring was utilized during the prior two seasons). The permit language was adopted, and conditions were incorporated into the District's Permits to Operate for the dredges *Twin Lakes* and *Squirt*.

Staff is currently working with MBARD and discussing the feasibility of an additional permit modification to alter the provision requiring use of a rolling one-hour average for monitoring hydrogen sulfide emissions. Due to antiquated and unsupported software currently being used by the dredge monitors, the one-hour rolling average is being manually calculated. This manual calculation is working, but the process is cumbersome and likely unsustainable for the long-term. MBARD indicated that they are open to discussing potential alternatives.

The District's dredge consultant, Ancil Taylor will be onsite within the coming months to perform a biennial inspection of the *Twin Lakes* and its hull. Mr. Taylor will provide a recommendation on whether there is a need to haul the vessel for hull maintenance. That report will be made available to the Commission for review.

INNER HARBOR DREDGING

Permits authorized up to 19,117 CY of inner-harbor material to be dredged during the 2019-20 season. The Port District utilized its 8" dredge, *Squirt*, to perform inner-harbor dredging in the north harbor, commencing October 1, 2019, and concluding March 11, 2020. Inner-harbor dredging of the south harbor was not proposed. A total of 3,662 CY, including both coarse and fine-grained material, was dredged (Attachment C), which is 655 CY more than the prior season. This increased production was achieved while operating 13 days less than the prior season.

Squirt is presumed to have a production rate of approximately 75 cubic yards per hour; however, actual volumes achieved are lower. Throughout the season, Facilities crews performing north harbor dredging worked to fine tune the dredging methodology to achieve increased production. While the presumed maximum production rate was not met, the crew did increase average hourly production over the prior season.

In preparation for the 2020-21 season, the crew is developing a plan to transition north harbor dredging duties back to the dredge department. While supplemental assistance from the maintenance crew may be needed, it is anticipated that the dredge crew will be able to facilitate north harbor and entrance channel dredging concurrently.

EQUIPMENT AND MAINTENANCE

The following highlights major equipment and maintenance issues dealt with this season:

TWIN LAKES

- Caterpillar C18 engine warranty repairs (changed sensors and repaired corroded wiring)
- Failure of the new standby generator (warranty repairs are pending)
- Jet pump issue with starting
- Service water pump not priming
- Christmas tree separated in half after bolts broke

PIPELINE

- Repaired hole in east onshore pipe under the sand near 6th Avenue.
- Repaired offshore pipe twice and re-deployed

DAUNTLESS

- Charging/wiring issues

SQUIRT

- Hydraulic leaks (subsequently fixed after off-season haulout)

SKIFF

- Engine failure at end of season (installed new engine which was already scheduled for replacement during the off-season)

OFF-SEASON PROJECTS PLANNED

The following highlights some of the projects that will be completed before dredging resumes for the 2020-21 season:

TWIN LAKES

- Repair of standby generator
- Repairs on suction pipes near inlet of main pump
- Possible impeller replacement
- Jet pump VFD repairs
- Installation of 16" knife valve on discharge

DAUNTLESS

- Steering system rudder indicator repairs
- Install welder / generator
- Deck patching (to hold over until replacement)
- A-frame replacement

SQUIRT

- Repair trunnion pins (completed)
- Replace hydraulic lines and weld pipes (completed)
- Replace discharge pipe off main pump (completed)
- Replace suction hose
- Replace cutter drive sprockets and chain

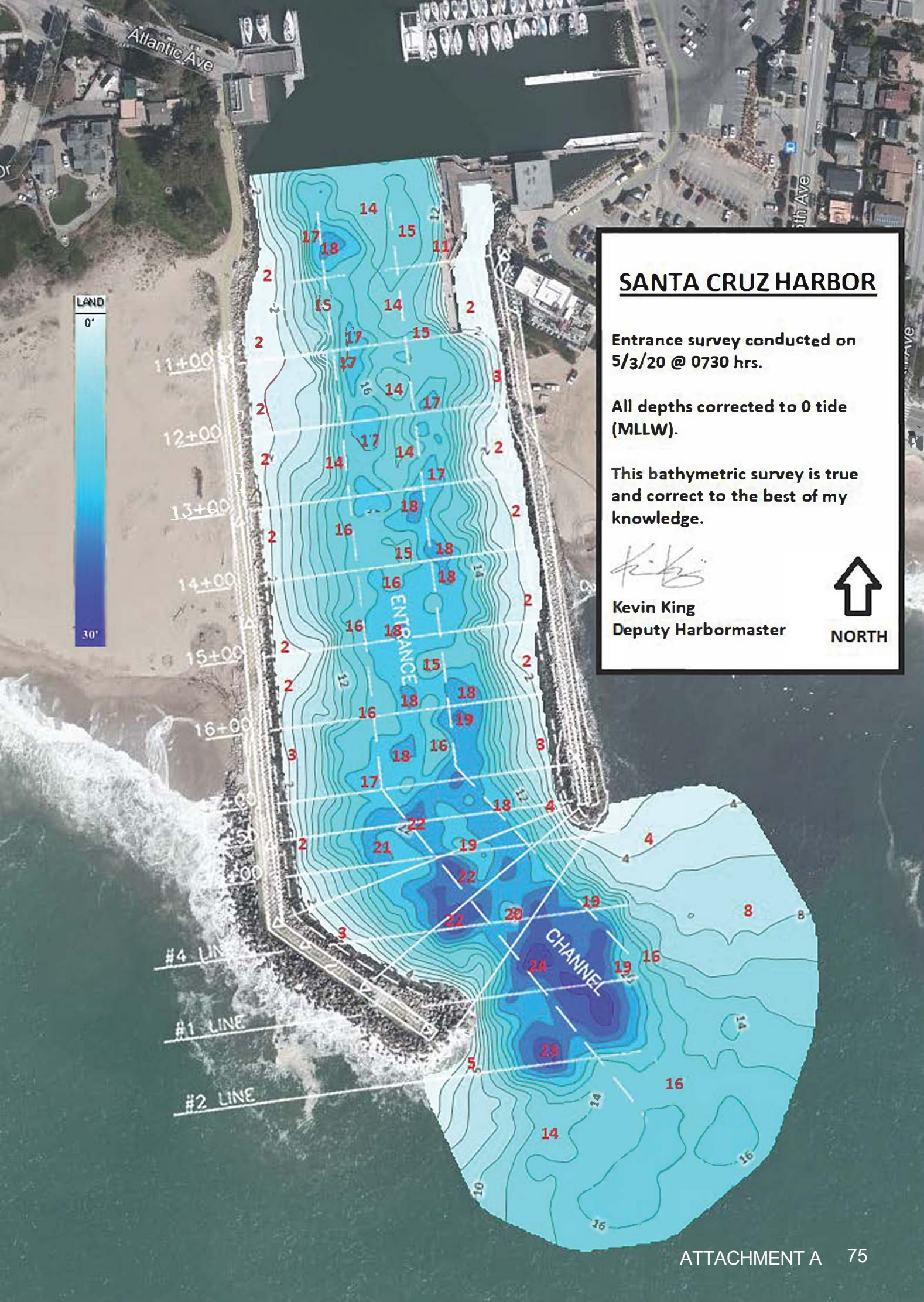
BOOSTER PUMP

- Replace steel elbows discharging out of booster pump
- Possible impeller and shaft sleeve replacement
- Repair electric motor adjustment system

PIPELINES

- Replace cross channel pipe
- Replace two pipes that cantilever off east jetty to valve box and various adapters and hoses that connect to them

- ATTACHMENT –
- A. Post-Dredge Bathymetric Survey of the Harbor Entrance (June 14, 2019)
 - B. Federal Entrance Channel Volume Summary
 - C. Inner-Harbor Volume Summary



Atlantic Ave

31st Ave



SANTA CRUZ HARBOR

Entrance survey conducted on 5/3/20 @ 0730 hrs.

All depths corrected to 0 tide (MLLW).

This bathymetric survey is true and correct to the best of my knowledge.

Kevin King
Deputy Harbormaster



Santa Cruz Port District - 2019-20 Federal Entrance Channel Dredging Operation
 Daily Dredge Site Verification and Volume Summary Log
 USACE Permit 2010-00015S -- Episode #8

WEEK 26

DAY	DATE	# OF PUMPING HOURS	LOCATION	QUADRANT(S) OR STATION	ESTIMATED DAILY VOLUME (CY)	DISPOSAL AREA	WEEKLY TOTAL	NOTES
M	11/4/2019	8.00	Entrance Channe	Stn 12+00; 13+00 Quadrant 38 and 38	2,000	Onshore & Offshore Via Pipeline		First Day of Dredging
T	11/5/2019	8.25	Entrance Channel	Stn 13+00; 14+00 Quadrant 35 and 35	1,600	Onshore & Offshore Via Pipeline		
W	11/6/2019	8.25	Entrance Channel	Stn 14+00; 15+00 Quadrant 32 and 32	1,600	Onshore & Offshore Via Pipeline		
Th	11/7/2019	6.75	Entrance Channel	Stn 15+00; 16+00 Quadrant 29 and 29	650	Onshore & Offshore Via Pipeline		Added Pipe.
F	11/8/2019	6.75	Entrance Channel	Stn 16+00; 17+00 Quadrant 26 and 26	1,300	Onshore & Offshore Via Pipeline		
							7,150	Week 1
M	11/11/2019	0.00	N/A	N/A	N/A	N/A		No Dredging - Veteran's Day Holiday
T	11/12/2019	7.00	Entrance Channel	Stn 17+00; 18+00 Quadrant 23 and 17	1,050	Onshore & Offshore Via Pipeline		
W	11/13/2019	7.25	Entrance Channel	Stn 16+50; 18+50 Quadrant 26 and 17	1,400	Onshore & Offshore Via Pipeline		
Th	11/14/2019	7.50	Entrance Channel	Stn 17+50; 19+50 Quadrant 20 and 17	2,100	Onshore & Offshore Via Pipeline		
F	11/15/2019	7.50	Entrance Channel	Stn 19+00; 19+50 Quadrant 15 and 15	2,500	Onshore & Offshore Via Pipeline		
							7,050	Week 2
M	11/18/2019	5.75	Entrance Channel	Stn 18+00; 20+50 Quadrant 17 and 15	2,250	Onshore & Offshore Via Pipeline		
T	11/19/2019	7.75	Entrance Channel	Stn 19+50; 21+50 Quadrant 17 and 8	3,375	Onshore & Offshore Via Pipeline		
W	11/20/2019	6.25	Entrance Channel	Stn 17+00; 18+50 Quadrant 23 and 16	1,200	Onshore & Offshore Via Pipeline		
Th	11/21/2019	6.75	Entrance Channel	Stn 18+00; 20+00 Quadrant 17 and 14	1,300	Onshore & Offshore Via Pipeline		

Santa Cruz Port District - 2019-20 Federal Entrance Channel Dredging Operation
 Daily Dredge Site Verification and Volume Summary Log
 USACE Permit 2010-00015S -- Episode #8

WEEK 26

DAY	DATE	# OF PUMPING HOURS	LOCATION	QUADRANT(S) OR STATION	ESTIMATED DAILY VOLUME (CY)	DISPOSAL AREA	WEEKLY TOTAL	NOTES
F	11/22/2019	0.00	N/A	N/A	N/A	N/A		No Dredging - Maintenance Day
							8,125	Week 3
M	11/25/2019	0.00	N/A	N/A	N/A	N/A		No Dredging - Maintenance Day
T	11/26/2019	0.00	N/A	N/A	N/A	N/A		No Dredging - Maintenance Day
W	11/27/2019	0.00	N/A	N/A	N/A	N/A		No Dredging - Maintenance Day
Th	11/28/2019	0.00	N/A	N/A	N/A	N/A		No Dredging - Thanksgiving Holiday.
F	11/29/2019	0.00	N/A	N/A	N/A	N/A		No Dredging - Thanksgiving Holiday.
							0	Week 4
M	12/2/2019	2.50	Entrance Channel	Stn 15+00; 15+00 Quadrant 29 and 29	375	Onshore & Offshore Via Pipeline		Ladder Winch Repair
T	12/3/2019	6.75	Entrance Channel	Stn 15+25; 17+00 Quadrant 29 and 23	1050	Onshore & Offshore Via Pipeline		
W	12/4/2019	7.25	Entrance Channel	Stn 16+50; 18+50 Quadrant 26 and 17	1750	Onshore & Offshore Via Pipeline		
Th	12/5/2019	5.25	Entrance Channel	Stn 18+00; 20+00 Quadrant 17 and 15	1000	Onshore & Offshore Via Pipeline		
F	12/6/2019	0.00	N/A	N/A	N/A	N/A		No Dredging - Maintenance Day
							4,175	Week 5

Santa Cruz Port District - 2019-20 Federal Entrance Channel Dredging Operation
 Daily Dredge Site Verification and Volume Summary Log
 USACE Permit 2010-00015S -- Episode #8

WEEK 26

DAY	DATE	# OF PUMPING HOURS	LOCATION	QUADRANT(S) OR STATION	ESTIMATED DAILY VOLUME (CY)	DISPOSAL AREA	WEEKLY TOTAL	NOTES
M	12/9/2019	7.25	Entrance Channel	Stn 19+00; 21+00 Quadrant 17 and 08	2800	Onshore & Offshore Via Pipeline		
T	12/10/2019	5.75	Entrance Channel	Stn 19+00; 22+00 Quadrant 16 and 05	2000	Onshore & Offshore Via Pipeline		
W	12/11/2019	5.75	Entrance Channel	Stn 19+00; 21+00 Quadrant 16 and 10	1700	Onshore & Offshore Via Pipeline		
Th	12/12/2019	4.75	Entrance Channel	Stn 17+50; 18+50 Quadrant 20 and 14	500	Onshore & Offshore Via Pipeline		
F	12/13/2019	1.00	Entrance Channel	Stn 16+50; 16+50 Quadrant 26 and 26	100	Onshore & Offshore Via Pipeline		Army Corps Visit
							7,100	Week 6
M	12/16/2019	6.00	Entrance Channel	Stn 19+00; 21+00 Quadrant 16 and 10	1200	Onshore & Offshore Via Pipeline		
T	12/17/2019	8.00	Entrance Channel	Stn 20+00; 21+50 Quadrant 14 and 05	3500	Onshore & Offshore Via Pipeline		
W	12/18/2019	4.00	Entrance Channel	Stn 11+00; 12+00 Quadrant 41 and 40	1000	Onshore & Offshore Via Pipeline		
Th	12/19/2019	8.00	Entrance Channel	Stn 12+00; 13+00 Quadrant 38 and 37	1000	Onshore & Offshore Via Pipeline		
F	12/20/2019	0.00	N/A	N/A	N/A	N/A		No Dredging - Maintenance Day
							6,700	Week 7
M	12/23/2019	6.25	Entrance Channel	Stn 12+50; 13+00 Quadrant 36 and 37	2500	Onshore & Offshore Via Pipeline		
T	12/24/2019	0.00	N/A	N/A	N/A	N/A		No Dredging - Holiday.
W	12/25/2019	0.00	N/A	N/A	N/A	N/A		No Dredging - Holiday.

Santa Cruz Port District - 2019-20 Federal Entrance Channel Dredging Operation
 Daily Dredge Site Verification and Volume Summary Log
 USACE Permit 2010-00015S -- Episode #8

WEEK 26

DAY	DATE	# OF PUMPING HOURS	LOCATION	QUADRANT(S) OR STATION	ESTIMATED DAILY VOLUME (CY)	DISPOSAL AREA	WEEKLY TOTAL	NOTES
Th	12/26/2019	6.50	Entrance Channel	Stn 13+00; 14+00 Quadrant 34 and 33	3500	Onshore & Offshore Via Pipeline		
F	12/27/2019	0.00	N/A	N/A	N/A	N/A		No Dredging - Maintenance Day
							6,000	Week 8
M	12/30/2019	7.00	Entrance Channel	Stn 14+00; 15+00 Quadrant 31 and 32	3500	Onshore & Offshore Via Pipeline		
T	12/31/2019	6.50	Entrance Channel	Stn 16+00; 17+00 Quadrant 25 and 24	2500	Onshore & Offshore Via Pipeline		
W	1/1/2020	0.00	N/A	N/A	N/A	N/A		No Dredging - Holiday.
Th	1/2/2020	6.50	Entrance Channel	Stn 15+00; 16+00 Quadrant 28 and 27	2500	Onshore & Offshore Via Pipeline		
F	1/3/2020	0.00	N/A	N/A	N/A	N/A		No Dredging - Maintenance Day
							8,500	Week 9
M	1/6/2020	0.00	N/A	N/A	N/A	N/A		No Dredging - Fueling
T	1/7/2020	7.25	Entrance Channel	Stn 17+00; 17+50 Quadrant 22 and 21	3000	Onshore & Offshore Via Pipeline		
W	1/8/2020	5.75	Entrance Channel	Stn 17+00; 17+25 Quadrant 22 and 22	600	Onshore & Offshore Via Pipeline		
Th	1/9/2020	6.75	Entrance Channel	Stn 17+50; 18+50 Quadrant 19 and 16	2500	Onshore & Offshore Via Pipeline		
F	1/10/2020	0.00	N/A	N/A	N/A	N/A		No Dredging - Maintenance Day
							6,100	Week 10

Santa Cruz Port District - 2019-20 Federal Entrance Channel Dredging Operation
 Daily Dredge Site Verification and Volume Summary Log
 USACE Permit 2010-00015S -- Episode #8

WEEK 26

DAY	DATE	# OF PUMPING HOURS	LOCATION	QUADRANT(S) OR STATION	ESTIMATED DAILY VOLUME (CY)	DISPOSAL AREA	WEEKLY TOTAL	NOTES
M	1/13/2020	6.50	Entrance Channel	Stn 17+50; 18+00 Quadrant 19 and 16	1500	Onshore & Offshore Via Pipeline		
T	1/14/2020	8.00	Entrance Channel	Stn 18+50; 20+00 Quadrant 14 and 10	4000	Onshore & Offshore Via Pipeline		
W	1/15/2020	6.00	Entrance Channel	Stn 19+50; 21+00 Quadrant 10 and 08	3500	Onshore & Offshore Via Pipeline		
Th	1/16/2020	6.75	Entrance Channel	Stn 16+00; 16+50 Quadrant 26 and 25	700	Onshore & Offshore Via Pipeline		
F	1/17/2020	0.00	N/A	N/A	N/A	N/A		No Dredging - Maintenance Day
							9,700	Week 11
M	1/20/2020	0.00	N/A	N/A	N/A	N/A		No Dredging - Holiday.
T	1/21/2020	7.00	Entrance Channel	Stn 18+00; 18+50 Quadrant 17 and 17	2000	Onshore & Offshore Via Pipeline		
W	1/22/2020	7.50	Entrance Channel	Stn 18+00; 19+00 Quadrant 17 and 15	5000	Onshore & Offshore Via Pipeline		
Th	1/23/2020	7.00	Entrance Channel	Stn 19+00; 19+50 Quadrant 15 and 15	6000	Onshore & Offshore Via Pipeline		
F	1/24/2020	0.00	N/A	N/A	N/A	N/A		No Dredging
							13,000	Week 12
M	1/27/2020	7.50	Entrance Channel	Stn 17+50; 19+50 Quadrant 19 and 17	1400	Onshore & Offshore Via Pipeline		
T	1/28/2020	7.50	Entrance Channel	Stn 17+00; 20+00 Quadrant 23 and 15	2600	Onshore & Offshore Via Pipeline		

Santa Cruz Port District - 2019-20 Federal Entrance Channel Dredging Operation
 Daily Dredge Site Verification and Volume Summary Log
 USACE Permit 2010-00015S -- Episode #8

WEEK 26

DAY	DATE	# OF PUMPING HOURS	LOCATION	QUADRANT(S) OR STATION	ESTIMATED DAILY VOLUME (CY)	DISPOSAL AREA	WEEKLY TOTAL	NOTES
W	1/29/2020	3.00	Entrance Channel	Stn 17+25; 20+00 Quadrant 22 and 15	1000	Onshore & Offshore Via Pipeline		Stern Cable Repair
Th	1/30/2020	0.00	N/A	N/A	N/A	N/A		No Dredging
F	1/31/2020	0.00	N/A	N/A	N/A	N/A		No Dredging
							5,000	Week 13
M	2/3/2020	7.50	Entrance Channel	Stn 18+50; 20+00 Quadrant 17 and 15	5000	Onshore & Offshore Via Pipeline		
T	2/4/2020	7.25	Entrance Channel	Stn 20+00; 20+50 Quadrant 15 and 15	5000	Onshore & Offshore Via Pipeline		
W	2/5/2020	6.50	Entrance Channel	Stn 21+00; 21+50 Quadrant 10 and 08	4000	Onshore & Offshore Via Pipeline		
Th	2/6/2020	6.25	Entrance Channel	Stn 19+50; 22+00 Quadrant 14 and 08	4500	Onshore & Offshore Via Pipeline		
F	2/7/2020	0.00	N/A	N/A	N/A	N/A		No Dredging
							18,500	Week 14
M	2/10/2020	5.25	Entrance Channel	Stn 21+50; 22+00 Quadrant 10 and 08	4000	Onshore & Offshore Via Pipeline		
T	2/11/2020	7.25	Entrance Channel	Stn 22+00; 22+50 Quadrant 08 and 08	2000	Onshore & Offshore Via Pipeline		
W	2/12/2020	5.75	Entrance Channel	Stn 17+50; 17+50 Quadrant 20 and 20	825	Onshore & Offshore Via Pipeline		
Th	2/13/2020	7.25	Entrance Channel	Stn 22+50; 23+50 Quadrant 07 and 04	2500	Onshore & Offshore Via Pipeline		
F	2/14/2020	0.00	N/A	N/A	N/A	N/A		No Dredging

Santa Cruz Port District - 2019-20 Federal Entrance Channel Dredging Operation
 Daily Dredge Site Verification and Volume Summary Log
 USACE Permit 2010-00015S -- Episode #8

WEEK 26

DAY	DATE	# OF PUMPING HOURS	LOCATION	QUADRANT(S) OR STATION	ESTIMATED DAILY VOLUME (CY)	DISPOSAL AREA	WEEKLY TOTAL	NOTES
							9,325	Week 15
M	2/17/2020	0.00	N/A	N/A	N/A	N/A		No Dredging - Holiday
T	2/18/2020	6.75	Entrance Channel	Stn 17+00; 17+50 Quadrant 23 and 22	1000	Onshore & Offshore Via Pipeline		
W	2/19/2020	6.75	Entrance Channel	Stn 17+50; 18+00 Quadrant 20 and 19	1000	Onshore & Offshore Via Pipeline		
Th	2/20/2020	7.25	Entrance Channel	Stn 18+00; 19+00 Quadrant 20 and 17	1500	Onshore & Offshore Via Pipeline		
F	2/21/2020	0.00	N/A	N/A	N/A	N/A		No Dredging
							3,500	Week 16
M	2/24/2020	6.75	Entrance Channel	Stn 19+00; 19+50 Quadrant 17 and 16	2800	Onshore & Offshore Via Pipeline		
T	2/25/2020	8.00	Entrance Channel	Stn 20+00; 20+50 Quadrant 15 and 15	4000	Onshore & Offshore Via Pipeline		
W	2/26/2020	6.75	Entrance Channel	Stn 20+50; 21+00 Quadrant 15 and 15	3000	Onshore & Offshore Via Pipeline		
Th	2/27/2020	6.25	Entrance Channel	Stn 16+50; 16+50 Quadrant 26 and 26	2500	Onshore & Offshore Via Pipeline		
F	2/28/2020	0.00	N/A	N/A	N/A	N/A		No Dredging
							12,300	Week 17
M	3/2/2020	7.25	Entrance Channel	Stn 16+50; 17+50 Quadrant 26 and 23	3000	Onshore & Offshore Via Pipeline		

Santa Cruz Port District - 2019-20 Federal Entrance Channel Dredging Operation
 Daily Dredge Site Verification and Volume Summary Log
 USACE Permit 2010-00015S -- Episode #8

WEEK 26

DAY	DATE	# OF PUMPING HOURS	LOCATION	QUADRANT(S) OR STATION	ESTIMATED DAILY VOLUME (CY)	DISPOSAL AREA	WEEKLY TOTAL	NOTES
T	3/3/2020	7.50	Entrance Channel	Stn 16+50; 17+00 Quadrant 25 and 25	1100	Onshore & Offshore Via Pipeline		
W	3/4/2020	7.25	Entrance Channel	Stn 17+00; 17+50 Quadrant 23 and 22	1100	Onshore & Offshore Via Pipeline		
Th	3/5/2020	7.00	Entrance Channel	Stn 15+50; 16+25 Quadrant 28 and 25	1100	Onshore & Offshore Via Pipeline		
F	3/6/2020	0.00	N/A	N/A	N/A	N/A		No Dredging
							6,300	Week 18
M	3/9/2020	0.00	N/A	N/A	N/A	N/A		No Dredging. Fuel.
T	3/10/2020	6.00	Entrance Channel	Stn 17+00; 17+50 Quadrant 21 and 22	900	Onshore & Offshore Via Pipeline		
W	3/11/2020	7.25	Entrance Channel	Stn 17+50; 19+00 Quadrant 19 and 14	1400	Onshore & Offshore Via Pipeline		
Th	3/12/2020	7.00	Entrance Channel	Stn 14+00; 14+00 Quadrant 31 and 32	1050	Onshore & Offshore Via Pipeline		
F	3/13/2020	0.00	N/A	N/A	N/A	N/A		No Dredging
							3,350	Week 19
M	3/16/2020	7.25	Entrance Channel	Stn 14+00; 14+50 Quadrant 32 and 31	1100	Onshore & Offshore Via Pipeline		
T	3/17/2020	7.75	Entrance Channel	Stn 14+50; 15+00 Quadrant 31 and 31	1200	Onshore & Offshore Via Pipeline		
W	3/18/2020	6.75	Entrance Channel	Stn 15+00; 15+50 Quadrant 29 and 29	1000	Onshore & Offshore Via Pipeline		
Th	3/19/2020	6.50	Entrance Channel	Stn 15+50; 15+50 Quadrant 29 and 28	1000	Onshore & Offshore Via Pipeline		

Santa Cruz Port District - 2019-20 Federal Entrance Channel Dredging Operation
 Daily Dredge Site Verification and Volume Summary Log
 USACE Permit 2010-00015S -- Episode #8

WEEK 26

DAY	DATE	# OF PUMPING HOURS	LOCATION	QUADRANT(S) OR STATION	ESTIMATED DAILY VOLUME (CY)	DISPOSAL AREA	WEEKLY TOTAL	NOTES
F	3/20/2020	0.00	N/A	N/A	N/A	N/A		No Dredging
							4,300	Week 20
M	3/23/2020	5.25	Entrance Channel	Stn 15+50; 16+00 Quadrant 29 and 29	700	Onshore & Offshore Via Pipeline		
T	3/24/2020	7.00	Entrance Channel	Stn 16+00; 17+00 Quadrant 26 and 25	1050	Onshore & Offshore Via Pipeline		
W	3/25/2020	7.25	Entrance Channel	Stn 16+00; 16+50 Quadrant 24 and 25	3000	Onshore & Offshore Via Pipeline		
Th	3/26/2020	7.00	Entrance Channel	Stn 16+50; 17+00 Quadrant 26 and 25	1400	Onshore & Offshore Via Pipeline		
F	3/27/2020	0.00	N/A	N/A	N/A	N/A		No Dredging
							6,150	Week 21
M	3/30/2020	7.00	Entrance Channel	Stn 15+00; 15+50 Quadrant 27 and 27	1200	Onshore & Offshore Via Pipeline		
T	3/31/2020	7.00	Entrance Channel	Stn 15+50; 15+50 Quadrant 28 and 27	1500	Onshore & Offshore Via Pipeline		
W	4/1/2020	7.75	Entrance Channel	Stn 15+50; 16+00 Quadrant 27 and 27	1200	Onshore & Offshore Via Pipeline		
Th	4/2/2020	7.25	Entrance Channel	Stn 14+00; 14+50 Quadrant 31 and 30	3000	Onshore & Offshore Via Pipeline		
F	4/3/2020	0.00	N/A	N/A	N/A	N/A		No Dredging
							6,900	Week 22

Santa Cruz Port District - 2019-20 Federal Entrance Channel Dredging Operation
 Daily Dredge Site Verification and Volume Summary Log
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WEEK 26

DAY	DATE	# OF PUMPING HOURS	LOCATION	QUADRANT(S) OR STATION	ESTIMATED DAILY VOLUME (CY)	DISPOSAL AREA	WEEKLY TOTAL	NOTES
M	4/6/2020	6.75	Entrance Channel	Stn 14+50; 15+00 Quadrant 31 and 31	1000	Onshore & Offshore Via Pipeline		
T	4/7/2020	6.00	Entrance Channel	Stn 14+00; 15+00 Quadrant 31 and 31	900	Onshore & Offshore Via Pipeline		
W	4/8/2020	7.50	Entrance Channel	Stn 12+50; 12+50 Quadrant 36 and 36	2500	Onshore & Offshore Via Pipeline		
Th	4/9/2020	8.00	Entrance Channel	Stn 12+50; 13+50 Quadrant 38 and 34	1500	Onshore & Offshore Via Pipeline		
F	4/10/2020	0.00	N/A	N/A	N/A	N/A		No Dredging
							5,900	Week 23
M	4/13/2020	6.75	Entrance Channel	Stn 13+00; 13+50 Quadrant 35 and 34	1100	Onshore & Offshore Via Pipeline		
T	4/14/2020	8.25	Entrance Channel	Stn 13+00; 14+00 Quadrant 34 and 33	1250	Onshore & Offshore Via Pipeline		
W	4/15/2020	7.25	Entrance Channel	Stn 12+00; 11+50 Quadrant 38 and 38	700	Onshore & Offshore Via Pipeline		
Th	4/16/2020	7.75	Entrance Channel	Stn 12+00; 11+00 Quadrant 38 and 37	3000	Onshore & Offshore Via Pipeline		
F	4/17/2020	7.75	Entrance Channel	Stn 11+00; 11+00 Quadrant 41 and 41	5000	Onshore & Offshore Via Pipeline		
							11,050	Week 24
M	4/20/2020	8.00	Entrance Channel	Stn 10+50; 11+50 Quadrant 41 and 41	1500	Onshore & Offshore Via Pipeline		
T	4/21/2020	3.75	Entrance Channel	Stn 12+00; 11+50 Quadrant 36 and 41	1000	Onshore & Offshore Via Pipeline		
W	4/22/2020	7.75	Entrance Channel	Stn 12+00; 11+00 Quadrant 36 and 40	1500	Onshore & Offshore Via Pipeline		

Santa Cruz Port District - 2019-20 Federal Entrance Channel Dredging Operation
 Daily Dredge Site Verification and Volume Summary Log
 USACE Permit 2010-00015S -- Episode #8

WEEK 26

DAY	DATE	# OF PUMPING HOURS	LOCATION	QUADRANT(S) OR STATION	ESTIMATED DAILY VOLUME (CY)	DISPOSAL AREA	WEEKLY TOTAL	NOTES
Th	4/23/2020	5.25	Entrance Channel	Stn 17+00; 17+50 Quadrant 23 and 20	400	Onshore & Offshore Via Pipeline		
F	4/24/2020	7.25	Entrance Channel	Stn 17+00; 19+50 Quadrant 23 and 15	4000	Onshore & Offshore Via Pipeline		
							8,400	Week 25
M	4/27/2020	7.75	Entrance Channel	Stn 17+00; 21+00 Quadrant 22 and 10	2500	Onshore & Offshore Via Pipeline		
T	4/28/2020	7.75	Entrance Channel	Stn 21+00; 20+50 Quadrant 10 and 10	3000	Onshore & Offshore Via Pipeline		
W	4/29/2020	7.25	Entrance Channel	Stn 21+00; 22+00 Quadrant 10 and 08	5500	Onshore & Offshore Via Pipeline		
Th	4/30/2020	7.50	Entrance Channel	Stn 21+00; 22+00 Quadrant 12 and 08	2100	Onshore & Offshore Via Pipeline		Last Day of Season
							13,100	Week 26
Episode 8 Season Total - Federal Entrance Channel							197,675	

Santa Cruz Port District - 2019-20 Inner-Harbor Dredging Operations
 Daily Dredge Site Verification and Volume Summary Log
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*NTE 550 CY per day

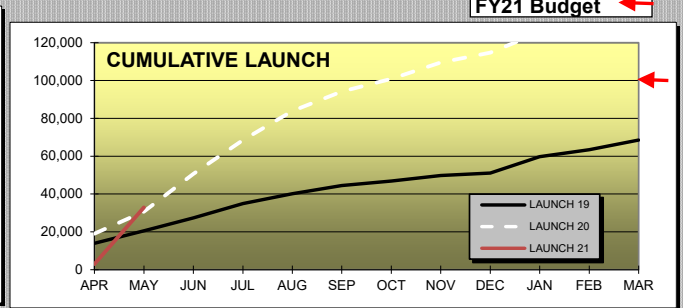
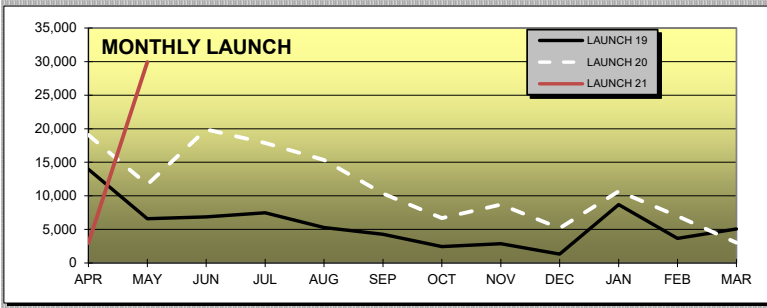
DATE	DREDGE LOG PUMPING HOURS	% OF TIME IN QUADRANT	LOCATION	QUADRANT(S) OR STATION	ESTIMATED DAILY VOLUME (CY)		DISPOSAL AREA <i>(via pipeline)</i>	NOTES
					80% Sand or Greater	<80% sand (63 microns or less)*		
10/1	6.50	4%	North Harbor	Q-1	15	0	Offshore	Squirt
10/2	6.75	4%	North Harbor	Q-1	15	0	Offshore	Squirt
10/3	7.25	4%	North Harbor	Q-1	16	0	Offshore	Squirt
10/4	6.75	4%	North Harbor	Q-1	15	0	Offshore	Squirt
10/7	4.25	2%	North Harbor	Q-1	10	0	Offshore	Squirt
10/9	1.50	1%	North Harbor	Q-1	3	0	Offshore	Squirt
10/10	3.50	2%	North Harbor	Q-1	8	0	Offshore	Squirt
10/14	5.00	3%	North Harbor	Q-1	11	0	Offshore	Squirt
10/17	3.50	2%	North Harbor	Q-1	8	0	Offshore	Squirt
10/18	6.50	4%	North Harbor	Q-1	15	0	Offshore	Squirt
10/21	6.75	4%	North Harbor	Q-1	15	0	Offshore	Squirt
10/22	6.25	4%	North Harbor	Q-1	14	0	Offshore	Squirt
10/23	6.00	3%	North Harbor	Q-1	14	0	Offshore	Squirt
10/24	6.75	4%	North Harbor	Q-1	15	0	Offshore	Squirt
10/25	6.25	4%	North Harbor	Q-1	14	0	Offshore	Squirt
10/30	7.00	4%	North Harbor	Q-1	16	0	Offshore	Squirt
10/31	7.25	4%	North Harbor	Q-1	16	0	Offshore	Squirt
11/1	3.00	2%	North Harbor	Q-1	7	0	Offshore	Squirt
11/4	4.25	2%	North Harbor	Q-1	10	0	Offshore	Squirt
11/5	3.75	2%	North Harbor	Q-1	8	0	Offshore	Squirt
11/6	7.00	4%	North Harbor	Q-1	16	0	Offshore	Squirt
11/7	6.75	4%	North Harbor	Q-1	15	0	Offshore	Squirt
11/8	5.75	3%	North Harbor	Q-1	13	0	Offshore	Squirt
11/12	6.25	4%	North Harbor	Q-1	14	0	Offshore	Squirt
11/13	4.00	2%	North Harbor	Q-1	9	0	Offshore	Squirt
11/14	6.00	3%	North Harbor	Q-1	14	0	Offshore	Squirt
11/15	6.75	4%	North Harbor	Q-1	15	0	Offshore	Squirt
11/20	2.25	1%	North Harbor	Q-1	5	0	Offshore	Toyo Pump
11/21	6.50	4%	North Harbor	Q-1	15	0	Offshore	Toyo Pump
3/3	4.50	3%	North Harbor	Q-1	10	0	Offshore	Toyo Pump
3/4	2.25	1%	North Harbor	Q-1	5	0	Offshore	Toyo Pump
3/11	5.50	3%	North Harbor	Q-1	12	0	Offshore	Squirt
11/25	6.50	25%	North Harbor	Q-2	65	152	Offshore	Squirt
11/26	6.25	24%	North Harbor	Q-2	63	146	Offshore	Squirt
11/27	4.25	16%	North Harbor	Q-2	43	99	Offshore	Squirt
12/2	3.75	14%	North Harbor	Q-2	38	88	Offshore	Squirt
12/3	5.50	21%	North Harbor	Q-2	55	128	Offshore	Squirt
12/18	4.25	3%	North Harbor	Q-3	4	66	Offshore	Squirt
12/19	6.00	4%	North Harbor	Q-3	6	93	Offshore	Squirt
12/23	5.25	4%	North Harbor	Q-3	5	81	Offshore	Squirt
1/2	5.50	4%	North Harbor	Q-3	5	85	Offshore	Squirt
1/6	2.50	2%	North Harbor	Q-3	2	39	Offshore	Squirt
1/7	2.25	2%	North Harbor	Q-3	2	35	Offshore	Squirt
1/8	6.25	4%	North Harbor	Q-3	6	97	Offshore	Squirt
1/9	3.25	2%	North Harbor	Q-3	3	50	Offshore	Squirt
1/16	4.25	3%	North Harbor	Q-3	4	66	Offshore	Squirt
1/17	2.50	2%	North Harbor	Q-3	2	39	Offshore	Squirt
1/21	6.50	4%	North Harbor	Q-3	6	101	Offshore	Squirt
1/22	6.25	4%	North Harbor	Q-3	6	97	Offshore	Squirt
1/24	0.25	0%	North Harbor	Q-3	0	4	Offshore	Squirt
1/28	5.50	4%	North Harbor	Q-3	5	85	Offshore	Squirt
1/29	4.75	3%	North Harbor	Q-3	5	74	Offshore	Squirt
1/31	4.00	3%	North Harbor	Q-3	4	62	Offshore	Squirt
2/3	4.75	3%	North Harbor	Q-3	5	74	Offshore	Squirt
2/4	2.25	2%	North Harbor	Q-3	2	35	Offshore	Toyo Pump
2/5	1.50	1%	North Harbor	Q-3	1	23	Offshore	Toyo Pump
2/6	2.50	2%	North Harbor	Q-3	2	39	Offshore	Toyo Pump
2/7	2.50	2%	North Harbor	Q-3	2	39	Offshore	Toyo Pump
2/10	5.25	4%	North Harbor	Q-3	5	81	Offshore	Toyo Pump
2/11	6.50	4%	North Harbor	Q-3	6	101	Offshore	Toyo Pump
2/12	6.00	4%	North Harbor	Q-3	6	93	Offshore	Toyo Pump
2/13	3.50	2%	North Harbor	Q-3	3	54	Offshore	Toyo Pump
2/14	4.75	3%	North Harbor	Q-3	5	74	Offshore	Squirt
2/18	6.50	4%	North Harbor	Q-3	6	101	Offshore	Squirt
2/19	6.00	4%	North Harbor	Q-3	6	93	Offshore	Squirt
2/20	5.50	4%	North Harbor	Q-3	5	85	Offshore	Squirt
2/21	5.00	3%	North Harbor	Q-3	5	77	Offshore	Squirt

Santa Cruz Port District - 2019-20 Inner-Harbor Dredging Operations
 Daily Dredge Site Verification and Volume Summary Log
 USACE Permit 2010-00015S -- Episode #8

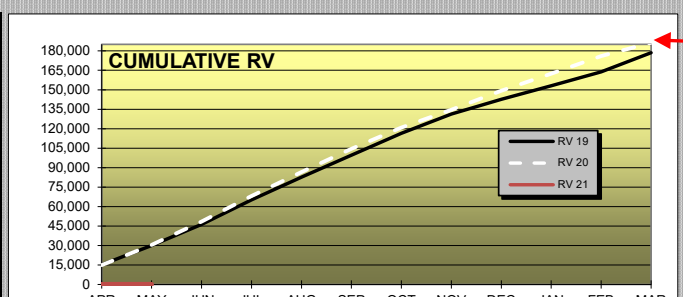
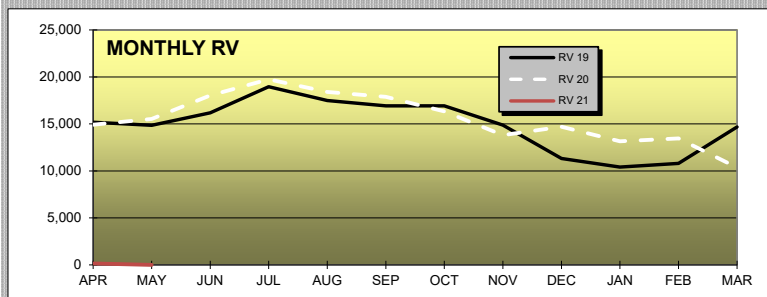
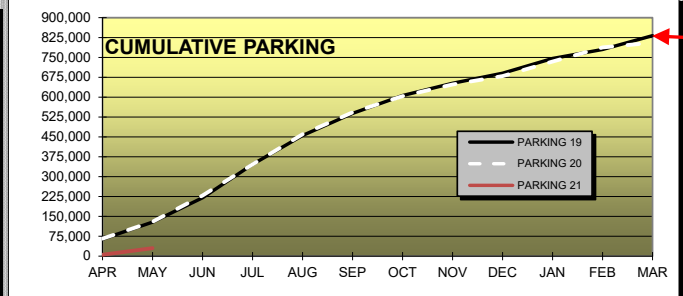
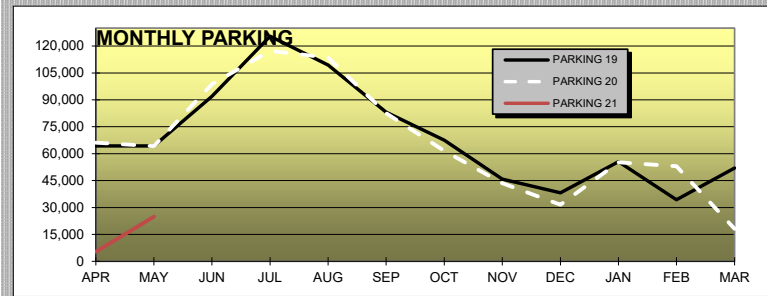
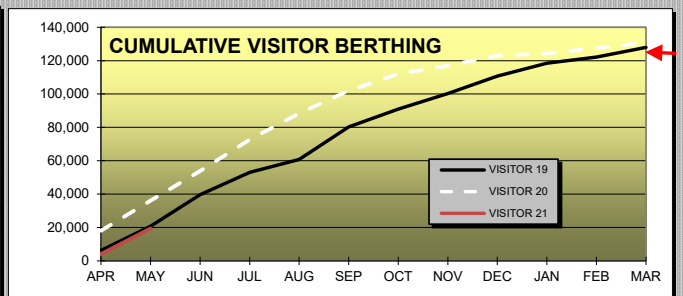
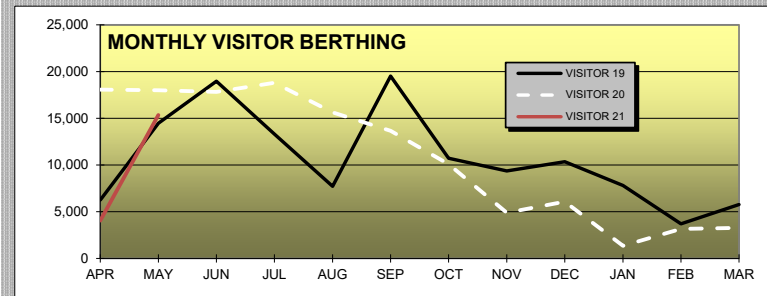
*NTE 550 CY per day

DATE	DREDGE LOG PUMPING HOURS	% OF TIME IN QUADRANT	LOCATION	QUADRANT(S) OR STATION	ESTIMATED DAILY VOLUME (CY)		DISPOSAL AREA <i>(via pipeline)</i>	NOTES
					80% Sand or Greater	<80% sand (63 microns or less)*		
2/24	5.50	4%	North Harbor	Q-3	5	85	Offshore	<i>Squirt</i>
2/25	3.50	2%	North Harbor	Q-3	3	54	Offshore	<i>Squirt</i>
2/26	4.75	3%	North Harbor	Q-3	5	74	Offshore	<i>Squirt</i>
Episode 8 Total To Date - Inner Harbor					796	2,866		
Grand Total Inner-Harbor 2019-20					3,662			

SEASONAL INCOME



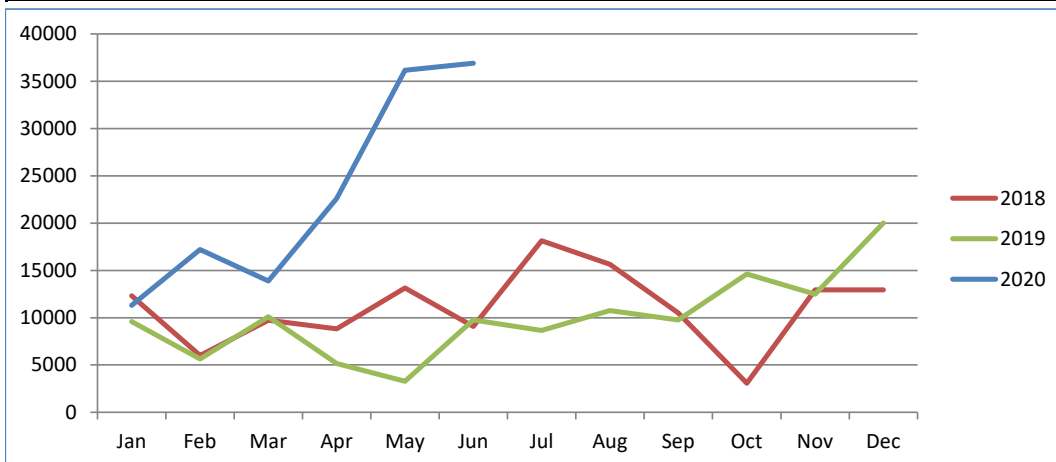
FY21 Budget ←



Santa Cruz Port District
60 DAY DELINQUENT ACCOUNTS

The following accounts have balances 60 days delinquent as of June 17, 2020

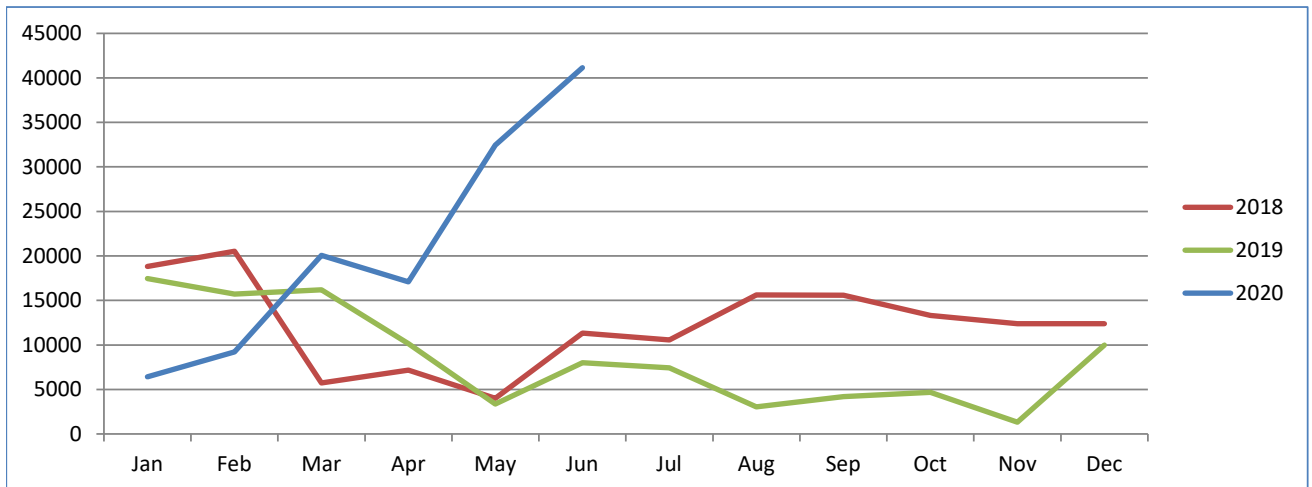
Account Number	Current Month	30 Day Balance	60 Day Balance	90 Day Balance	Total Balance
4076	1,393.36	1,313.36	1,153.36	0.00	3,860.08
55526	977.50	1,127.50	977.50	0.00	3,082.50
58005	785.00	750.00	781.88	0.00	2,316.88
2306	710.59	675.59	641.61	0.00	2,027.79
55917	639.80	639.80	629.75	0.00	1,909.35
4134	672.00	672.00	450.35	0.00	1,794.35
56308	554.85	554.85	554.07	0.00	1,663.77
2321	586.66	517.66	475.67	0.00	1,579.99
3161	492.45	492.45	492.45	0.00	1,477.35
44967	507.45	457.45	407.45	0.00	1,372.35
2093	476.71	441.71	431.88	0.00	1,350.30
55885	438.20	438.20	433.37	0.00	1,309.77
44347	572.60	572.60	127.51	0.00	1,272.71
13057	438.20	438.20	387.88	0.00	1,264.28
17162	416.30	416.30	416.30	0.00	1,248.90
48163	381.30	381.30	381.30	0.00	1,143.90
58129	381.30	381.30	369.51	0.00	1,132.11
58312	557.80	0.00	522.80	0.00	1,080.60
56511	416.30	416.30	197.65	0.00	1,030.25
48956	416.30	416.30	173.39	0.00	1,005.99
3032	317.75	317.75	305.33	0.00	940.83
57217	317.75	317.75	0.75	0.00	636.25
58266	116.54	116.54	116.54	0.00	349.62
58177	123.96	123.96	39.80	0.00	287.72
58154	123.96	123.96	15.84	0.00	263.76
56876	65.08	65.08	65.08	0.00	195.24
56811	61.97	61.97	61.97	0.00	185.91
58423	65.08	65.08	54.10	0.00	184.26
56311	58.27	58.27	65.59	0.00	182.13
56019	58.27	58.27	58.27	0.00	174.81
57560	58.27	58.27	58.27	0.00	174.81
48225	58.27	60.07	22.42	0.00	140.76
2621	65.08	65.08	1.59	0.00	131.75
58235	65.08	65.08	0.03	0.00	130.19
Total:	13,370.00	12,660.00	10,871.26	0.00	36,901.26



Santa Cruz Port District
90+ DAY DELINQUENT ACCOUNTS

The following accounts have balances 90 days delinquent or greater as of June 17, 2020

Account Number	Current Month	30 Day Balance	60 Day Balance	90+ Day Balance	Total Balance	Commercial Slip	Action
57413	695.69	695.69	731.45	1,323.57	3,446.40		Revoke Forestalled
47487	857.48	831.48	862.95	756.99	3,308.90		Revoke Forestalled
11159	599.48	599.48	639.11	1,211.37	3,049.44		Revoke Forestalled
56356	343.17	343.17	380.08	1,522.47	2,588.89		Revoke Forestalled
56464	505.27	505.27	539.24	897.32	2,447.10		Payment Plan
57751	381.30	381.30	416.14	1,240.55	2,419.29		Revoke Forestalled
1057	572.60	572.60	571.92	648.46	2,365.58	X	Revoke Forestalled
45891	497.28	532.28	561.61	520.07	2,111.24		Revoke Forestalled
48004	444.85	444.85	473.47	434.00	1,797.17		Revoke Forestalled
3375	416.64	416.64	480.32	441.41	1,755.01		Revoke Forestalled
55293	406.72	406.72	455.32	411.80	1,680.56		Payment Plan
55462	309.12	309.12	339.14	630.57	1,587.95	X	Revoke Forestalled
57459	241.40	241.40	272.29	762.69	1,517.78		Revoke Forestalled
2203	403.20	403.20	429.60	168.11	1,404.11	X	Revoke Forestalled
55933	252.26	217.26	247.63	402.95	1,120.10		Revoke Forestalled
56146	-	-	31.24	903.71	934.95		Bad Debt
57941	265.54	265.54	301.66	65.52	898.26		Revoke Forestalled
47207	265.54	265.54	294.86	56.48	882.42		Revoke Forestalled
57894	205.19	205.19	231.84	197.48	839.70		Revoke Forestalled
57328	123.96	123.96	151.97	413.75	813.64		Revoke Forestalled
56391	217.26	217.26	248.66	40.77	723.95		Revoke Forestalled
56177	173.55	173.55	199.96	169.32	716.38		Revoke Forestalled
57117	123.96	143.96	150.98	268.92	687.82	X	Revoke Forestalled
3094	123.96	123.96	150.97	267.89	666.78		Revoke Forestalled
58302	61.97	61.97	87.98	146.42	358.34		Revoke Forestalled
57229	58.27	58.27	84.18	135.08	335.80		Revoke Forestalled
58374	61.97	61.97	87.47	60.46	271.87		Revoke Forestalled
48170	58.27	58.27	83.74	56.85	257.13		Revoke Forestalled
55153	-	61.97	87.47	9.03	158.47		Revoke Forestalled
TOTAL:	8,665.90	8,721.87	9,593.25	14,164.01	41,145.03		





TO: Port Commission
FROM: Sean Rothwell, Assistant Harbormaster
DATE: June 15, 2020
SUBJECT: Harbor Patrol Incident Response Report – May 2020

Search and Rescue, Patrol Boat Response

- 5/2/20 Harbor Patrol responded to a report of a vessel in distress in the area of Twin Lakes State Beach. A small sailing vessel had capsized, and the vessel operator was unable to right the vessel. Harbor Patrol assisted the victim on board the *Almar* patrol boat and transported him safely to the harbor. The vessel was retrieved by a yacht club skiff. No injuries reported.
- 5/5/20 Harbor Patrol responded to a report of a vessel in distress in the area of Cowell's Beach. Upon arrival, Harbor Patrol determined the vessel was taking on water and in immediate danger of sinking. Harbor Patrol dewatered the vessel and towed it safely back to the harbor. The vessel owner has since taken advantage of the vessel turn-in program. No injuries reported
- 5/7/20 Harbor Patrol responded to a report of a body in the water at the harbor entrance. Harbor Patrol brought an unresponsive male subject on board the *Almar* patrol vessel and administered CPR until paramedics arrived. The subject was transported by ambulance to Dominican Hospital. The victim was later pronounced dead at Dominican Hospital.
- 5/16/20 Harbor Patrol responded to a report of a kite surfer in distress in the harbor entrance. Harbor Patrol brought the subject on board the *Almar* patrol vessel and transported him safely to the launch ramp. No injuries reported.
- 5/31/20 Harbor Patrol responded to a report of an unknown object in the water near Natural Bridges. Upon arrival, the object was determined to be a fender. Harbor Patrol returned to the harbor without incident.

Crime Reports, Assist Outside Department and Incident Reports

- 5/3/20 Harbor Patrol took an accident report after a bicyclist lost control in a patch of sand and rode off the east side of the west jetty, fell down the rocks, and sustained a head injury. Harbor Patrol provided first-aid and the victim was transported to Dominican Hospital for further treatment.
- 5/13/20 Harbor Patrol took an incident report after a large, wooden commercial vessel sustained damage to its hull while being hauled out at the Boatyard.

5/27/20 Harbor Patrol responded to a report of a physical altercation in the area of J-Dock. Once on scene, the subjects were separated. Both subjects sustained minor injuries but did not wish to pursue charges.

May Parking Citations: 288

**Law Office of Steven J. Andre
26080 Carmel Rancho Blvd., 200B
Carmel, CA 93923
(831) 624-5786**

May 23, 2020

Erik G. Riera, Liaison, DOC
Health Services Agency
Santa Cruz County
By Email to: Erik.Riera@santacruzcounty.us

RE: Stagnaro Charter Boats
My Client: Ken Stagnaro

Dear Mr. Riera :

I represent Ken Stagnaro. He appreciates your working on his concern in regard to his limited chartering operations for fishing purposes. He thanks you for your efforts directed at obtaining guidance clarifying that charter fishing operations are not subject to the Santa Cruz County March 31, 2020, Shelter order. I have reviewed the County order and am writing to advise you that no additional clarification is actually needed at this point. Mr. Stagnaro's operations as currently restricted to fishing chartering are already allowed by the County's guidelines. In addition, his operations are fully compliant with all social distancing and other COVID-19 recommended precautions.

Fishing activity is and should be allowed by the Order. To be specific, I refer you to the definition of "Essential Activities" Par. 12 (a) (ii), which provides that individuals are allowed to leave their homes "To obtain necessary services or supplies for themselves and their family or household members, or to deliver those services or supplies to others, such as, by way of example only and without limitation . . . fish . . .". In other words, persons may travel to obtain food such as fish by way of going to stores, hunting and, of course, fishing. There is no limitation imposed upon how this may be done other than maintaining appropriate social distancing and other precautions during that operation. As you know, Mr. Stagnaro has restricted his charter operation to fishing and based upon the limits imposed upon persons utilizing his boat for their fishing, their catch is really limited to the personal use of their families. It is food.

Elsewhere, at Par. 12 (f) (iii), "Essential Businesses" are defined specifically as including "fishing". This is for the same reason: fish are food. Mr. Stagnare has a fully licensed fishing boat which provides a COVID-19 compliant (Par. 12 (j)) means for fishing to obtain food for local citizens' families. He provides an important means for people in Santa Cruz County and the neighboring communities to obtain fish to feed their families.

Again, thank you for your assistance to Mr. Stagnaro in regard to seeing that fishing activity may be conducted by way of charter boat in Santa Cruz County.

Yours truly,

A handwritten signature in black ink, appearing to read "S. Andre", with a stylized, cursive flourish.

Steven J. Andre

cc: Steve Reed, Chairman, Santa Cruz Port
District Commission scpd@santacruzharbor.org
Client kjstagnaro@gmail.com

Do you have
a guide to Santa
Cruz Harbor
Harbor?

Can you send
me a map, a
guide to
slips, and all
services cur-
rently avail-
able?

What is the
largest size
of yacht your
slips can ac-
commodate?

Are you fam-
iliar with
Harris Yachts
at all?

Can Santa
Cruz Harbor ac-
commodate 100'
to 150' foot long
yachts?

(Over,
please)

With the very
kindest regards,

I'm originally
from Watsonville;
I graduated from
Watsonville
High School in
1978.

How is Santa
Cruz County,
these days?

Yours truly,

Tim C. Wilson

Tim C. Wilson
1801 8th Avenue,
Apt # 202
Menominee,
Michigan

49858 -
2554

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

June 10, 2020

Mr. Tim C. Wilson
1801 8th Avenue, #202
Menominee, MI 49858-2554

Dear Mr. Wilson:

Thank you for your letter of May 21, 2020, and your interest in Santa Cruz Harbor. I have enclosed a copy of our visitors' guide which lists services available to boaters and the visiting public. For marina fees, waiting list information, and detailed information on other available services, I suggest you visit our website at www.santacruzharbor.org.

Santa Cruz Harbor is a small craft harbor, and there is a waiting list for slips. Fairways are 10' deep and berthing areas are 8' deep. The largest slip is size is 60', though the A, B and C-dock end-ties can accommodate larger vessels ranging from 70' to 90', as long as the vessels do not draw more than design depths can safely accommodate. Santa Cruz Harbor cannot accommodate larger yachts ranging from 100' to 150' in length.

I am not personally familiar with the Hatteras line of yachts you mentioned, though it appears they come in a range of sizes. For information on our ability to accommodate a specific vessel and the estimated wait times for a slip assignment, please contact the harbor office at (831) 475-6161.

Santa Cruz remains a beautiful area, and the north Monterey Bay area provides excellent boating opportunities. I hope you have an opportunity to revisit your former hometown soon.

Sincerely,

A handwritten signature in black ink, appearing to read "Stephen Reed", is written over a large, light blue, stylized graphic element that resembles a wave or a signature flourish.

Stephen Reed
Chairman, Santa Cruz Port District Commission

Port Commission Review Calendar 2020-21

2020

January-March

- ✓ Committee assignments for 2020
- ✓ Sea Scouts' biannual report
- ✓ Slip vacancy biannual report / waiting list statistics
- ✓ FY 21 Budget
- ✓ Review 5-year CIP
- ✓ Review of NH sublet fee structure (exp. 3/31/20)
- ✓ Ethics Training Update
- ✓ Form 700 Filing (due by 03/31 each year)

April-June

- Dredge Report 2019-20
- Annual Vessel Use List Review
- Biennial Update to Conflict of Interest Code
- ✓ Crow's Nest lease exp. 04/30/20 (Suite 130)
2 (5) year options to extend

July-September

- Vessel Insurance Policy Review
- Review of O'Neill Sea Odyssey slip rent reduction / charter fee. PC action of 07/07
- Sea Scouts' biannual report
- Slip vacancy biannual report / waiting list statistics

October-December

- Annual review of business use of slips
- Port Commission officers for 2021

Committee Review Items (timeline not specified)

- Vessel Insurance Policy Enforcement (Policy Committee)

Key

- Pending
- In process
- ✓ Done

2021

January-March

- Committee assignments for 2021
- Sea Scouts' biannual report
- Slip vacancy biannual report / waiting list statistics
- FY 22 Budget
- Review 5-year CIP
- Ethics Training Update
- Form 700 Filing (due by 03/31 each year)
- Biennial Anti-Harassment/Anti-Discrimination Training

April-June

- Dredge Report 2021-22
- Annual Vessel Use List Review

July-September

- Review of O'Neill Sea Odyssey slip rent reduction / charter fee. PC action of 07/07
- Sea Scouts' biannual report
- Slip vacancy biannual report / waiting list statistics
- Johnny's Harborside Restaurant lease exp. 8/15/2021 (no option to extend)

October-December

- Annual review of business use of slips
- Port Commission officers for 2022

Future Calendar

- ABC End-Tie review after Murray Street Bridge Retrofit
- 7th and Brommer Property Redevelopment
- Port Commission Policies and Procedures Manual Update: Human Resources Role