

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

TO: Port Commission
FROM: Holland MacLaurie, Port Director
DATE: February 16, 2022
SUBJECT: Approval of Resolution 22-07 – Reauthorizing Virtual Public Meetings in Accordance with Assembly Bill 361

Recommendation: *Approve Resolution 22-07.*

BACKGROUND

As a result of the continuing impacts of the COVID-19 pandemic, the Santa Cruz Port Commission approved Resolution 22-01 (Attachment B), allowing the legislative body of the Port District to conduct teleconference meetings in accordance with modified rules authorized under Assembly Bill 361 (AB 361).

ANALYSIS

Pursuant to AB 361, once the initial resolution is adopted, a local agency may meet virtually for a maximum period of 30 days. Prior to expiration of the 30 day period, the local agency must renew its resolution in order to continue meeting virtually under the modified rules.

Resolution 22-07 is presented for approval to continue meeting virtually under the modified rules provided for in AB 361.

IMPACT ON PORT DISTRICT RESOURCES

There are no impacts associated with approval of this resolution.

ATTACHMENTS: A. Resolution 22-07
B. Resolution 22-01

Santa Cruz Port District
Resolution 22-07
February 22, 2022

On the motion of _____

Duly seconded by _____

A resolution reauthorizing the Santa Cruz Port Commission to conduct teleconference meetings in accordance with Assembly Bill 361 as a result of the continuing COVID-19 pandemic state of emergency.

WHEREAS, all meetings of the Santa Cruz Port Commission are open and public, as required by the Ralph M. Brown Act (California Government Code Section 54950 – 54963), to ensure that any member of the public may attend, participate, and watch the District’s legislative body conduct business; and,

WHEREAS, on September 16, 2021, Governor Newsom signed into law Assembly Bill 361 (AB 361), which amended Government Code Section 54953 to permit legislative bodies subject to the Brown Act the ability to meet under modified teleconferencing rules if they comply with specific requirements set forth in the statute; and,

WHEREAS, under AB 361, a local agency may teleconference under the modified rules if the legislative body holds a meeting during a proclaimed state of emergency and state or local officials have imposed or recommended measures to promote social distancing; and

WHEREAS, on January 13, 2022, the Santa Cruz Port Commission held its initial teleconference meeting under AB 361 and adopted Resolution 22-01, finding that the requisite conditions exist for the Santa Cruz Port Commission to conduct remote teleconference meetings under modified rules.

WHEREAS, after its initial AB 361 teleconference meeting, a legislative body can continue to hold such teleconference meetings if the legislative body has reconsidered the circumstances of the state of emergency and determined that the state of emergency continues to directly impact the ability of the members to meet safely in person and that local officials continue to recommend measures to promote social distancing; and,

WHEREAS, the Santa Cruz Port Commission has reconsidered the circumstances of the current state of emergency and find that the COVID-19 pandemic continues to directly impact the ability of the Commission to meet safely in person and further finds that the Santa Cruz County Public Health Officer continues to recommend measures to promote social distancing; and,

WHEREAS, in the interest of public health and safety, due to the emergency caused by the spread of COVID-19, the Santa Cruz Port Commission deems it necessary to continue utilizing the modified teleconferencing rules set forth in AB 361 and authorizes remote meetings as set forth in the Resolution.

NOW, THEREFORE, the Santa Cruz Port Commission hereby RESOLVES, and ORDERS as follows:

Section 1. Recitals. The Recitals set forth above are true and correct and incorporated into this resolution by reference.

Section 2. Acknowledgment of Governor’s Proclamation of a State of Emergency. The Board hereby acknowledges that the Governor of the State of California’s Proclamation of State of Emergency, as related to the COVID-19 pandemic, remains in effect.

Section 3. Remote Teleconference Meetings. The Port Director is authorized and directed to carry out the intent and purpose of this Resolution, including conducting open and public meetings in accordance with the modified teleconferencing rules as set forth in Government Code Section 54953(e) and other applicable provisions of the Brown Act.

Section 4. Effective Date of Resolution. This Resolution shall take effect immediately upon its adoption and shall be effective until the earlier of (1) thirty days from adoption of this Resolution, or (2) such time the Board of Directors adopts a subsequent resolution in accordance with Government Code Section 54953(e)(3) to extend the time during which the Santa Cruz Port Commission may continue to teleconference without compliance with paragraph 3 of subdivision (b) of Section 54953.

PASSED AND ADOPTED, by the Santa Cruz Port District Commission this 22nd day of February 2022, by the following vote:

AYES: _____

NOES: _____

ABSENT: _____

APPROVED BY:

Reed Geisreiter, Chairman
Santa Cruz Port District Commission

Santa Cruz Port District
Resolution 22-01
January 13, 2022

On the motion of Commissioner Smith

Duly seconded by Commissioner Goddard

A resolution authorizing the Santa Cruz Port Commission to conduct teleconference meetings in accordance with Assembly Bill 361 as a result of the continuing COVID-19 pandemic state of emergency.

WHEREAS, all meetings of the Santa Cruz Port Commission are open and public, as required by the Ralph M. Brown Act (California Government Code Section 54950 – 54963), to ensure that any member of the public may attend, participate, and watch the District’s legislative body conduct business; and,

WHEREAS, on September 16, 2021, Governor Newsom signed into law Assembly Bill 361 (AB 361), which amended Government Code Section 54953 to permit legislative bodies subject to the Brown Act the ability to meet under modified teleconferencing rules if they comply with specific requirements set forth in the statute; and,

WHEREAS, under AB 361, a local agency may teleconference under the modified rules if the legislative body holds a meeting during a proclaimed state of emergency and state or local officials have imposed or recommended measures to promote social distancing; and

WHEREAS, on March 4, 2020, in response to the COVID-19 pandemic, Governor Newsom issued a Proclamation of State of Emergency pursuant to California Government Code section 8550 et seq., which remains in effect; and,

WHEREAS, on September 30, 2021, the Santa Cruz County Public Health Officer, Dr. Gail Newel, strongly recommended that legislative bodies in Santa Cruz County engage in physical / social distancing by meeting via teleconference as allowed by AB 361; and,

WHEREAS, after its initial AB 361 teleconference meeting, a legislative body can continue to hold such teleconference meetings if the legislative body has reconsidered the circumstances of the state of emergency and determined that the state of emergency continues to directly impact the ability of the members to meet safely in person and that local officials continue to recommend measures to promote social distancing; and,

WHEREAS, the Port Commission finds that there is a continuing threat of COVID-19 to the community and requiring all members of the legislative body to appear in-person at meetings presents greater risk to the health and safety of the meeting participants resulting from reduced social distancing, increased exposure for those who are immunocompromised or unvaccinated, and challenges associated with fully ascertaining and ensuring compliance with vaccination, face coverings, and other safety measures at such public meetings; and

WHEREAS, in the interest of public health and safety, due to the emergency caused by the spread of COVID-19, the Santa Cruz Port Commission deems it necessary to utilize the modified teleconferencing rules set forth in AB 361.

NOW, THEREFORE, the Santa Cruz Port Commission hereby RESOLVES, and ORDERS as follows:

Section 1. Recitals. The Recitals set forth above are true and correct and incorporated into this resolution by reference.

Section 2. Acknowledgement of Governor's Proclamation of a State of Emergency. The Board hereby acknowledges that the Governor of the State of California's Proclamation of State of Emergency, as related to the COVID-19 pandemic, remains in effect.

Section 3. Remote Teleconference Meetings. The Port Director is authorized and directed to carry out the intent and purpose of this Resolution, including conducting open and public meetings in accordance with the modified teleconferencing rules as set forth in Government Code Section 54953(e) and other applicable provisions of the Brown Act.

Section 4. Effective Date of Resolution. This Resolution shall take effect immediately upon its adoption and shall be effective until the earlier of (1) thirty days from adoption of this Resolution, or (2) such time the Board of Directors adopts a subsequent resolution in accordance with Government Code Section 54953(e)(3) to extend the time during which the Santa Cruz Port Commission may continue to teleconference without compliance with paragraph 3 of subdivision (b) of Section 54953.

PASSED AND ADOPTED, by the Santa Cruz Port District Commission this 13th day of January, by the following vote:

AYES: Geisreiter, Gertler, Smith, Reed, Goddard

NOES: n/a

ABSENT: n/a

Approved by:



Reed Geisreiter, Chairman
Santa Cruz Port District Commission



Special Public Session of January 13, 2022

**Santa Cruz Port Commission
MINUTES**

Commission Members Present (via teleconference):

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

SPECIAL PUBLIC SESSION

Chairman Geisreiter convened the special public session at 5:02 PM via teleconference.

1. Oral Communication

Chairman Goddard reported that he will attend CMANC's 2022 Winter Virtual Meeting, on January 20, 2022.

2. Approval of Resolution 22-01, Authorizing the Santa Cruz Port Commission to Conduct Teleconference Meetings in Accordance with Assembly Bill 361 as a Result of the Continuing COVID-19 Pandemic State of Emergency

Discussion: Chairman Geisreiter stated that due to the changing circumstances of the COVID-19 pandemic, he is supportive of conducting Port Commission meetings virtually in the interest of public health and safety. Commissioner Reed agreed.

Port Director MacLaurie stated that pursuant to AB 361, once Resolution 22-01 is adopted, the District may meet virtually for a maximum period of 30 days. She stated that each month, prior to expiration of the 30-day period, the District must renew its resolution in order to continue meeting virtually under the modified rules of the Brown Act.

MOTION: Motion made by Commissioner Smith, seconded by Commissioner Goddard to approve Resolution 22-01.

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

3. Review of the Draft LCP

Discussion: Port Director MacLaurie stated that the City of Santa Cruz is in the process of updating its Local Coastal Program (LCP) for approval by the California Coastal Commission, which is anticipated to occur in March or April of 2022.

Port Director MacLaurie stated that the Harbor Development Plan, which is a guiding document only, is included in the LCP and incorporates revisions made by the Commission in 2015. Other minor amendments have been made to bring the document current.

The Commission reviewed the updated draft of the Harbor Development Plan. There was consensus among the Commission to make the following updates/changes:

- Allow for the potential increase in square footage for the planned restaurant building to be located at 616 Atlantic Avenue (referenced in 3 places in the draft plan)
- Page V-31: Add a checkmark in the column of "South West Harbor" for "Uses: Marine/Visitor Commercial"
- Pages V-19 and V-20: Correct the total number of bicycle spaces from 70 to 45

Audience member Linda Wilshusen requested that the Commission consider designating an additional public restroom in the northwest harbor.

In response to a question posed by Commissioner Reed, Port Director MacLaurie stated that she will inquire with the City about whether public comments will be made available for Commission review.

Chairman Geisreiter the special public session at 5:28 PM.

Reed Geisreiter, Chairman



Emergency Meeting of January 18, 2022

**Santa Cruz Port Commission
MINUTES**

Commission Members Present (via teleconference):

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

Commission Members Absent:

Dennis Smith Commissioner

EMERGENCY MEETING

Chairman Geisreiter convened the emergency meeting at 2:00 PM via teleconference.

1. Oral Communication

Commissioner Smith was reported absent.

Commissioner Reed thanked staff for the effective communication and outreach to slip renters during the tsunami event on January 15, 2022. Chairman Geisreiter agreed and stated that the incident command response, including mutual aid received from outside agencies, was very well organized.

In response to a suggestion made by Chairman Geisreiter, the Commission agreed to postpone review of the draft FY23 budget to February 15, 2022, to allow staff additional time to prepare and assess tsunami-related impacts.

2. Approval of Resolution 22-02, Declaration of Emergency at Santa Cruz Harbor Tsunami of January 15, 2022.

Discussion: Port Director MacLaurie provided an overview of damage sustained during the tsunami event on January 15, 2022. She reported that the preliminary damage estimate totals approximately \$6.5 million, which includes, but is not limited to, damage to docks and pilings, utility infrastructure, restroom buildings, dredge equipment, and accelerated erosion along the east embankment (adjacent to the offseason dredge mooring).

Port Director MacLaurie stated that staff is working to pursue disaster recovery assistance from the California Governor's Office of Emergency Services (CalOES).

MOTION: Motion made by Vice-chairman Gertler, seconded by Commissioner Reed to approve Resolution 22-02.

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

3. Approval of Resolution 22-03, Finding that an Emergency Exists that Requires the Immediate Expenditure of Public Funds to Safeguard Life, Health, and Property without a Competitive Solicitation of Bids to Respond to the Emergency; and Authorizing the Port Director to Enter into Contracts up to \$100,000 each to Address the Emergency without a Competitive Solicitation for Bids

Discussion: Port Director MacLaurie stated that this resolution will provide the necessary flexibility to expeditiously address tsunami-related impacts and repairs.

In response to a question posed by Commissioner Goddard, Port Director MacLaurie confirmed that all staff time and expenditures incurred as a result of the tsunami are being captured and tracked to accurately assess impacts.

Audience member Bob Dewitt expressed his appreciation on behalf of the Santa Cruz Yacht Club for the District's response efforts during and following the tsunami advisory of January 15, 2022.

MOTION: Motion made by Commissioner Goddard, seconded by Commissioner Reed to approve Resolution 22-03.

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

Chairman Geisreiter adjourned the emergency meeting at 2:31 PM.

Reed Geisreiter, Chairman



Special Closed and Regular Public Session of January 25, 2022

**Santa Cruz Port Commission
MINUTES**

Commission Members Present (via teleconference):

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

SPECIAL PUBLIC SESSION – 5:00 PM

Chairman Geisreiter convened the special public session at 5:00 PM via teleconference.

1. Oral Communication
2. Announcement of Closed Session Pursuant to Government Code (Ralph M. Brown Act) Section 54956.9(d)(4), and 54956.8

At 5:00 PM, Chairman Geisreiter announced that the Commission will meet in closed session to discuss agenda items 3 and 4.

SPECIAL CLOSED SESSION

3. Conference with Legal Counsel – Anticipated Litigation
Initiation of Litigation (1 Case)
4. Conference with Real Property Negotiators
Property: 616 Atlantic Avenue
Agency Designated Representative: H. MacLaurie
Negotiating Parties: M. Gilbert
Under Negotiation: Lease

SPECIAL PUBLIC SESSION

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

Chairman Geisreiter announced that the Commission took no reportable action in closed session on items 3 and 4.

Chairman Geisreiter adjourned the special open session following the closed meeting at 6:35 PM.

REGULAR PUBLIC SESSION – 7:00 PM

Chairman Geisreiter convened the regular public session at 7:00 PM via teleconference.

6. Pledge of Allegiance
7. Oral Communication

Chairman Geisreiter announced that the Commission took no reportable action in closed session on items 3 and 4.

The Commission commended staff for their response efforts during the tsunami event of January 15, 2022.

CONSENT AGENDA

8. Approval of Minutes
 - a) Special Closed and Regular Public Meeting of December 14, 2021
9. Approval of Sublease Agreement – 345 Lake Avenue, Suite G (Tenant: One People, One Reef)
10. Approval of Month-to-Month Rental Agreement – 497 Lake Avenue (Tenant: Healthy Oceans Seafood Co.)
11. Approval of Resolution 22-04 – Reauthorizing Virtual Public Meetings in Accordance with Assembly Bill 361

MOTION: Motion made by Commissioner Reed, seconded by Commissioner Smith to approve the consent agenda.

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

REGULAR AGENDA

12. Approval of Long-Term Lease for Bayside Marine – 333 B Lake Avenue (Lessor: Todd Fraser)

Discussion: Port Director MacLaurie stated that the current lease for Bayside Marine is set to expire on January 31, 2022. She stated that a correction to Section 5 (Rent) of the draft lease is required to reflect that the base rent is \$3,134, rather than \$3,886 (the difference of \$752 is for the paved dry storage lot on the northern side of the building that is not included as part of this lease).

Todd Fraser, owner of Bayside Marine, stated that he has reviewed the lease and is agreeable to the terms as presented.

A brief discussion ensued regarding the condition of the building (333 Lake Avenue) and planned repairs. Staff highlighted the following:

- Electrical upgrades are planned, including installation of submeters to account for multi-tenant usage.
- The electrical upgrade project will have minimal impact on tenants. Generator may be used as needed.
- Current and proposed lease for Bayside Marine outlines tenant responsibilities for utilities.

MOTION: Motion made by Commissioner Goddard, seconded by Vice-chairman Gertler to award a five-year lease with two three-year options for 333 B Lake Avenue to Todd Fraser, owner of Bayside Marine.

- *Motion carried unanimously by roll call.*

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

13. Approval of Resolution 22-05, Designating Peace Officer Status to Peter Melrose

Discussion: Chairman Geisreiter stated that he and Commissioner Goddard attended the oath of office ceremony for Deputy Harbormasters (DHM) Peter Melrose and Parker Guy, which was held this afternoon outside of the harbor office.

In response to a question posed by Commissioner Goddard, Harbormaster Anderson stated that there is currently one vacant DHM position. He stated that after the two new DHMs are fully trained, a recruitment for the vacant position may be opened.

MOTION: Motion made by Commissioner Reed, seconded by Commissioner Goddard to approve resolution 22-05.

- *Motion carried unanimously by roll call.*

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

14. Approval of Resolution 22-06, Designating Peace Officer Status to Parker Guy (*There was no discussion on this agenda item*)

MOTION: Motion made by Commissioner Gertler, seconded by Commissioner Smith to approve resolution 22-06.

- *Motion carried unanimously by roll call.*

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

15. Authorization to Dispose of Surplus Property – Yamaha Outboard Motors (2)

Discussion: Harbormaster Anderson requested that the Commission authorize the surplus of the District's two Yamaha Outboard Motors (valued at approximately \$12,000 to \$15,000) in accordance with the Port Commission's surplus policy, and allocate revenues received from the sale to the General Fund.

In response to a question posed by Commissioner Smith, Harbormaster Anderson stated that a reserve limit will be set for the engines to ensure that a minimum sales price is met.

MOTION: Motion made by Commissioner Goddard, seconded by Commissioner Reed to declare equipment as surplus property and authorize the Port Director to dispose of the surplus motors, in accordance with Port Commission policies.

- *Motion carried unanimously by roll call.*

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

16. Port District Priorities 2022

Discussion: Port Director MacLaurie stated that the Port District Priorities are reviewed by the Commission on an annual basis and are used to help guide the budget process, provide direction for staff, assist in tracking accomplishments, and assist in conducting Port Director evaluations. She stated that a section was added this year to address the recent tsunami damage.

The Commission expressed support of the Port District priority list for 2022 and suggested the following revisions:

- Accountability Section – Financial Management: move the “development of a comprehensive pension management policy” to the end of the statement.

- Accountability Section – Transparency: replace the word “administer” with “initiate” in regard to the transition to a district-based election system.
- Navigation and Operations Section – Harbor Patrol: include “additional surveillance cameras” to continue to improve harbor security. Port Director MacLaurie will include funding for surveillance cameras as part of the upcoming FY23 Capital Improvement Projects budget.
- Navigation and Operations – Commercial Fishery: rephrase the statement of “Maintain viable commercial fishing activity” to “maintain commercial fishing fleet and landings”.
- Sustainability Section – Infrastructure: Differentiate between 7th and Brommer projects that are designated for Port District-owned parcels and parcels not in Port District control.

MOTION: Motion made by Commissioner Reed, seconded by Commissioner Smith to confirm the 2022 Port District Priorities, with the revisions outlined above.

- *Motion carried unanimously by roll call.*

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

17. Approval of Cash / Payroll Disbursements – December 2021 (*There was no discussion on this agenda item*)

MOTION: Motion made by Commissioner Gertler, seconded by Commissioner Goddard to approve cash and payroll disbursements for December 2021, in the amount of \$760,116.63.

- *Motion carried unanimously by roll call.*

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

INFORMATION

18. Port Director’s Report

Introduction of New Staff

Port Director MacLaurie introduced Jillian Ritter as the Port District’s new Administrative Services Manager.

Tsunami Advisory of January 15, 2022

Port Director MacLaurie stated that the harbor sustained significant damage during the tsunami event on January 15, 2022. She acknowledged the staff who responded on the day of the tsunami and their efforts in protecting public safety and District assets.

Preliminary damage assessments are anticipated to be \$6,500,000, and staff is currently working with CalOES to pursue disaster assistance funding.

Congressman Panetta Visit

Port Director MacLaurie stated that today, Congressman Panetta and his staff visited the Port District to assess tsunami related damage. Chairman Geisreiter and staff provided a tour of the harbor on the District's new patrol boat.

Draft FY23 Budget

Port Director MacLaurie stated that the special public session to review the draft FY23 budget has been postponed from February 8, 2022, to February 15, 2022. The final budget will be considered at the regular public meeting of February 22, 2020.

Murray Street Bridge Seismic Retrofit Project - Independent Appraisal

Port Director MacLaurie stated that Associated Right of Way Services was onsite on January 5, 2022, to conduct a field review of the appraisal area for the Murray Street Bridge Seismic Retrofit Project. She stated that completion of the independent appraisal report is anticipated in the coming weeks.

US Army Corps of Engineers (USACE) – Dredging Reimbursement

Port Director MacLaurie stated that the final reimbursement request for calendar year 2021, has been submitted to the Corps in the amount of \$131,250.

Dredge Permit

Port Director MacLaurie stated that as part of the application process for a new 10-year dredge permit from the US Army Corps of Engineers, the offshore disposal site located at SF14 has been eliminated as a disposal option.

493 A Lake Avenue – First Three (3) Year Option to Extend Lease

Port Director MacLaurie stated that H&H Fresh Fish has exercised their first option to extend the lease term for three years from February 1, 2022, through January 31, 2025.

19. Harbormaster's Report

Harbormaster Anderson announced the delivery of the District's new patrol vessel, which occurred on January 24, 2022. He stated that over the next several months, Harbor Patrol, in conjunction with other local law enforcement and rescue agencies, will be conducting training on the new vessel. The final grant reimbursement request will be submitted later this week.

Harbormaster Anderson stated that the District's patrol boat *Scout* is limited to inner harbor service after an electrical fire occurred rendering one of the engines inoperable. He stated that the engines were at the end of their useful service life and were anticipated for

replacement in the FY23 budget. Replacement motors have been purchased as an unanticipated expense in the FY22 operating budget. The cost will be offset by the surplus sale of the Almar patrol vessel outboard motors.

Commissioner Smith stated that the inclusion of the annual fisheries landing data is appreciated. Commissioner Goddard agreed.

Commissioner Goddard stated that the annual search and rescue statistics reinforce the District's need for its new patrol vessel. He stated that the new vessel will allow staff to continue providing search and rescue services in the community. He thanked Harbor Patrol for the 66 lives saved in 2021.

20. Facilities Maintenance & Engineering Report

Facilities Maintenance & Engineering Manager (FME) Wulf stated that the District's maintenance and dredge crews have been working hard to address the damage caused by the tsunami event on January 15, 2022. He stated that staff has resumed dredge operations and restored power to impacted docks.

A discussion ensued regarding the tsunami damage, FME Wulf provided the following information:

- North harbor restrooms and showers are all open. All will require renovations due to water saturation/damage.
- Water heaters are still out of service at the I-dock & J-dock restrooms.
- Power has been restored to all docks. The electrical transformers that were submerged will require replacement due to water damage.
- The telephone lines serving 1-2 boats in the area of J-Dock are still out of service.
- Lift stations were unaffected by the flooding.

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

- a) Comparative Seasonal Revenue Graph
- b) Employee Count as of December 31, 2021
- c) Quarterly Budget Report as of December 31, 2021
- d) Quarterly Fuel Sales Report
- e) Quarterly Boatyard Report
- f) Quarterly Concession Percentage Rent Report
- g) LAIF Statement & PMIA/LAIF Performance Report

22. Delinquent Account Reporting (*There was no discussion on this agenda item*)

23. Harbor Patrol Incident Response Report – December 2021 (*There was no discussion on this agenda item*)

24. Written Correspondence

- a) Letter to Assembly Member Stone from Chairman Geisreiter
- b) Letter to Senator Laird from Chairman Geisreiter

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

Chairman Geisreiter adjourned the regular public session at 7:58 PM.

Reed Geisreiter, Chairman



TO: Port Commission
FROM: Renee Ghisletta, Administrative Assistant
DATE: February 15, 2022
SUBJECT: Approval of Month-to-Month Rental Agreement for 333 Lake Avenue, Suite H
(Tenant: Rebel City Studios)

Recommendation: Approve the month-to-month rental agreement.

BACKGROUND

The Port District solicited bids for the office space located at 333 Lake Avenue, Suite H, after the previous tenant accepted space at 497 Lake Avenue.

The prospective tenant, Natalie Cain, is an Advertising Executive for Rebel City Studios located in San Francisco. Ms. Cain works remotely and plans to utilize Suite H as an office space closer to her home.

Ms. Cain is prepared to take over the premises beginning March 1, 2022, with terms as outlined below.

ANALYSIS

Terms of lease: Month-to-Month
Tenant: Rebel City Studios (Natalie Cain)
Space: 333 Lake Avenue, Suite H (210 SF)
Rent: \$729/mo. (\$3.47/SF) – Adjusted annually by CPI
Use: Office Space
Insurance: \$1 million with Santa Cruz Port District named as additional insured

IMPACT ON PORT DISTRICT RESOURCES

Approval of this lease will generate approximately \$8,748 per year in concession income.

ATTACHMENTS: A. Rental Agreement – 333 Lake Avenue, Suite H

**SANTA CRUZ PORT DISTRICT
RENTAL AGREEMENT**

THIS AGREEMENT is made and entered into as of the Agreement date in Section 1, by and between the SANTA CRUZ PORT DISTRICT COMMISSION, a political subdivision, 135 5th Avenue, Santa Cruz, California, 95062, hereafter referred to as "Landlord," and Tenant indicated in Section 1, hereafter referred to as "Tenant."

RECITALS:

A. Landlord is the owner of that certain real property described in Section 1 and located in the City and County of Santa Cruz, State of California, as more particularly described in Exhibit A attached hereto and incorporated herein by this reference (the "Property").

B. Landlord desires to rent to Tenant and Tenant wishes to rent from Landlord the land and improvements as indicated in Exhibit A and described in Section 1 (the "Premises").

NOW, THEREFORE, in furtherance of the foregoing, and in consideration of the mutual covenants contained herein, Landlord and Tenant hereby agree as follows:

1. Rental of Premises. Landlord hereby rents the Premises to Tenant, and Tenant rents the Premises from Landlord, for the term, at the rental, and upon the other terms and conditions summarized in this Section and more fully described in subsequent sections:

Agreement Date: February 14, 2022 Term: Month to Month
 Tenant: Rebel City Studios
 Property: 333 Lake Avenue, Suite H
 Premises: Office Space

	<i>Fixed Minimum</i>	<i>Time Period</i>	<i>Percentage Rent</i>	<i>Based On</i>
Rent:	<u>\$729.00</u>	<u>per month</u>	<u>N/A</u>	<u>N/A</u>

Rent Payable:	<u>Monthly</u>	on: <u>the 1st</u>	starting: <u>March 1, 2022</u>
Rent Adjusted:	<u>annually</u>	on: <u>April 1</u>	based on: <u>SF Bay Area CPI</u>
Deposit:	<u>\$729.00</u>	paid: _____	
Use:	<u>Office Space</u>		

Tenant Insurance Requirements:	<u>Casualty</u>	<u>N/A</u>	<u>Liability</u>	<u>\$1 million</u>
Notice of Rent Adjustment:	<u>30 days</u>	Notice of Termination:	<u>30 days</u>	

	<i>Landlord</i>	<i>Tenant</i>
Notice Addresses:	<u>Santa Cruz Port District</u>	<u>Rebel City Studios</u>
	<u>Attn: Port Director</u>	<u>Natalie Cain</u>
	<u>135 5th Avenue</u>	<u>141 Southampton Lane</u>
	<u>Santa Cruz, CA 95062</u>	<u>Santa Cruz, CA 95062</u>

2. Term. The term of this agreement shall be month-to-month, commencing as of the date indicated in Section 1.

3. Notice of Termination. Landlord or Tenant may terminate this agreement with advance written notice to the other party. Such written notice must be given on the first day of the calendar month and shall be in advance of its effective date by the number of days indicated in Section 1.

4. Rent.

(a) Fixed Minimum Rent. As described in Section 1, Tenant shall pay to Landlord a fixed amount of rent ("Fixed Minimum Rent") which shall be subject to periodic adjustment as described in subparagraph 4(b).

(b) Adjustment of Fixed Minimum Rent. Landlord shall notify Tenant if rent is to be adjusted as indicated in Section 1. Any adjustment shall be effective as indicated in Section 1.

(c) Payment of Fixed Minimum Rent. Fixed Minimum Rent shall be payable as indicated in Section 1, in advance, without notice, offset, or abatement. All rent and other sums payable by Tenant hereunder shall be paid to Landlord in currency of the United States of America (or by personal check unless Landlord otherwise notifies Tenant) at Landlord's address set forth in Paragraph 23 hereof, or at such other place as Landlord may from time to time designate in writing.

(d) Deposit. Tenant shall also pay the amount indicated in Section 1, to be held as security deposit.

5. Use.

(a) Permitted Uses. Tenant shall use the Premises solely for the use indicated in Section 1 and for no other uses whatsoever. Tenant acknowledges that Landlord has made no warranties or representations to Tenant regarding the suitability of the Premises for Tenant's intended use, and Tenant waives all claims against Landlord regarding the suitability of the Premises for Tenant's intended uses. Landlord reserves the right to fix and determine rates charged (per Section 72 H&N).

(b) Roof. Tenant shall have no right to use any portion of the roof of the Building for any purpose.

(c) Continuous Use. Tenant shall continuously and uninterruptedly during the Agreement term, occupy and use the Premises for the purposes permitted under this Agreement.

(d) Hazardous Materials. No goods, merchandise, or materials shall be kept, stored, or sold in such a manner as to create any unusual hazard on the Premises; and no offensive or dangerous trade, business, or occupation shall be conducted thereon, and nothing shall be done on the Premises which will cause an increase in the rate of or cause a suspension or cancellation of the insurance upon the Premises or upon adjacent properties or improvements thereon.

No machinery or apparatus shall be used or operated on the Premises, which will in any way injure the Premises, or adjacent properties or improvements thereon.

Tenant shall indemnify Landlord from any damages suffered by Landlord, including, without limitation, cleanup costs, as a result of the generation, use, storage, transport, or release of hazardous materials by Tenant in, on, or about the Premises or the Property. For the purpose of this Agreement, the term "hazardous materials" shall mean (A) those substances listed in Title 22 section 66680 of the California Administrative Code, (B) substances within the criteria set forth in Title 22 sections 66693 through 66723 of the California Administrative Code, (C) substances which, at any time during the term hereof, are added to the list described in paragraph (A) above or which are within any future criteria described in subparagraph (B) above, (D) petroleum and all byproducts and distillates thereof, and (E) asbestos. Prior to bringing or allowing any hazardous materials to be brought onto the Premise or Property, Tenant shall notify Landlord as to the identity of said materials and the safeguards to be used in connection therewith. Landlord shall be entitled, in its sole discretion, to refuse to allow hazardous materials to be brought onto the Premises or Property. Landlord's consent to the introduction of any hazardous material onto the Property (i) shall not release Tenant from its duty to indemnify Landlord for any damages resulting from such materials, (ii) shall not be deemed to waive Landlord's right to disapprove of any subsequent introductions of hazardous materials onto the Property whether of the same or of a different nature than the material to which Landlord consented, and (iii) may be revoked at any time, in Landlord's sole discretion, whereupon Tenant shall remove such materials from the Property within five (5) days of receipt of Landlord's demand for removal. In all events, if any hazardous materials become located upon the Property for any reason other than as consented to by Landlord in accordance with the foregoing procedure; Tenant shall immediately notify Landlord as to the same.

(e) Effect on Navigable Waters. Under federal law, no construction, installation, dredging, filling, or other activity, which would have an effect on navigation, may be conducted in or adjoining navigable waters without a permit therefore first being issued by the Secretary of the Army. The Port Director determines whether any proposed facility of Tenant may be construed to have an effect on navigation. In the event the Port Director so determines, Tenant shall prepare at its expense a permit application for submittal by Landlord in Landlord's name to the Corps of Engineers, United States Army. The permit application shall be prepared in strict conformity with regulations published by the United States Army.

(f) Non-permitted Uses. Tenant shall not permit the Premises to be used for any purpose not described in Paragraph 5(a) or for any unlawful purpose; and Tenant shall not perform, permit, or suffer any act of omission or commission upon or about the Premises which would result in a nuisance or a violation of the laws and ordinances of the United States, State of California, or City of Santa Cruz, as the same may be now or hereafter in force and effect. Without limiting the generality of the foregoing, Tenant specifically agrees not to cause or permit generation of unreasonable levels of noise from other sources, which might disturb liveaboard slip licensees, or residential neighbors of the Port District from 9:00 pm until 6:00 am each day during the lease term. Tenant further specifically agrees to prevent emission from the Premises into the air of any smoke or other noxious substances, or any odors reasonably deemed offensive to personnel of Landlord, liveaboard slip licensees or residential neighbors of the Port District.

(g) Compliance with Laws. Tenant shall abide by all applicable rules, codes, regulations, resolutions, ordinances and statutes of Landlord, the City of Santa Cruz, County of Santa Cruz, California Coastal Commission, State of California, or other governmental body where applicable, respecting the use, operation, maintenance, repair or improvement of the Premises and equipment therein, and shall pay for any and all licenses or permits required in connection with the use, operation, maintenance, repair, or improvement of the Premises.

6. Ownership of Improvements. All structures, buildings, improvements, additions, and fixtures now existing or hereafter constructed, erected, or installed in or upon the Premises, and all alterations and additions thereto, shall be deemed a part of the Premises and title thereto shall be deemed vested in and remain in Landlord during the agreement term, and upon expiration or sooner termination of the agreement term shall remain upon and be surrendered with the Premises as part thereof.

7. Construction of Improvements.

(a) No Landlord Improvements. Landlord shall not be obligated to install or construct any improvements, additions, or alterations (collectively called "improvements") on the Premises during the agreement term.

(b) Tenant Improvements. Tenant may, at Tenant's expense, construct certain new additions and improvements to the Premises required in connection with the conduct of Tenant's business; provided, (a) that Tenant shall obtain, at Tenant's expense, all necessary plans and specifications for the construction of said additions and improvements, (2) that Tenant's plans and specifications shall be subject to review and prior written approval by Landlord, and (3) that Tenant shall be responsible for obtaining, at Tenant's expense, all necessary governmental permits and approvals for construction of any new additions or improvements to the Premises.

(c) Liens. Tenant shall keep the Premises free from any liens arising out of any work performed, materials furnished, or obligations incurred by Tenant. Tenant shall indemnify and hold Landlord harmless against liability, loss, damage, cost, and all other expenses (including but without limitation, attorneys' fees) arising out of claims of lien for work performed or materials or supplies furnished at the request of Tenant or persons claiming under Tenant.

8. Taxes and Assessments.

(a) Payable by Tenant. Tenant shall pay directly to the taxing authority during each year or partial year during the term hereof, all real and personal property taxes, general and special assessments, use and possessory taxes, environmental protection charges, and other charges of every kind or description whatsoever, foreseen or unforeseen, levied on or assessed against the Premises, improvements or personal property therein, the leasehold estate or any personal property therein, the leasehold estate or any subleasehold estate permitted by Landlord. Tenant shall pay each installment of such taxes and assessments prior to the date such installment becomes delinquent. The taxes and assessments to be paid by Tenant hereunder shall be prorated at the end of the agreement term, in order that Tenant will pay only the proportionate part of said taxes and assessments attributable to the period of the agreement term, based on the ratio of the unit's square feet to the building's total square feet.

(b) Substitute Taxes. If at any time during the agreement, under the laws of the United States of America, the State of California, or any political subdivision thereof in which the Premises are located, a tax on rent or other charge by whatever name called, is levied, assessed, or imposed against Landlord, or against the rent payable hereunder to Landlord, as a substitute in whole or in part for any of the taxes described in Paragraph 8(a), Tenant, to the extent such substitute tax or other charge relieves Tenant from the payment of taxes provided for herein, shall pay such tax or other charge in the manner provided in this Paragraph 8.

9. Insurance.

(a) Casualty Insurance. If indicated in Section 1, Landlord shall, at Tenant's expense, procure and maintain in full force and effect at all times during the term of this agreement, fire, and extended coverage insurance satisfactory to Landlord covering the Premises and all improvements therein in an amount not less than ninety percent (90%) of the actual replacement cost thereof. The insurance provided for in this Paragraph 9(a) shall, in Landlord's sole discretion, provide protection against all perils included within the classification of fire, extended coverage, vandalism, malicious mischief, special extended perils (all risk), including earthquake, and loss of rents covering Fixed Minimum Rent for a period of up to twelve (12) months, and shall contain an inflation endorsement. Insurance proceeds thereunder shall be payable to Landlord. Landlord shall have no obligation to insure against loss by Tenant to Tenant's leasehold improvements, fixtures, furniture, or other personal property in or about the Premises occurring from any cause whatsoever and Tenant shall have no interest in the proceeds of any insurance carried by Landlord. Landlord shall be entitled to carry any such insurance in the form of a blanket policy covering property in addition to the Premises. Tenant shall reimburse Landlord upon demand for its share of the cost to Landlord of any insurance policy or policies, which Landlord may carry on the Premises in accordance with this paragraph. Such costs shall include both premiums and deductibles. Tenant's share of the cost of such insurance shall be a prorated share based upon the portion of the building square footage contained within the Premises, or if in Landlord's reasonable judgment the foregoing square footage based apportionment does not fairly apportion the insurance costs related to the building, Landlord may adjust such insurance costs as appropriate to reflect any disparity in risk level or other factors which may affect the relative cost of insurance between and among all tenants of the building; as to any blanket policy of insurance covering properties other than the building, the portion of insurance costs allocable to the building shall be as equitably determined by Landlord. The premiums for such insurance of Landlord shall be prorated as of the expiration of the agreement term so that Tenant pays only for insurance coverage attributable to the agreement term.

(b) Liability Insurance. Tenant, at Tenant's sole expense, shall provide and keep in force at all times during the term of this agreement for the benefit of Landlord and Tenant general liability insurance policies with an insurance company reasonably satisfactory to Landlord, protecting Landlord and Tenant against any and all liability occasioned by any occurrence in, on, about, or related to the Premises in an amount not less than the amount indicated in Section 1, single combined limit for personal injury and property damage. Tenant shall cause Landlord to be named as an additional insured under such policy.

(c) Workers' Compensation Insurance. Tenant shall procure, at its own expense, and shall keep in force during the agreement term, adequate insurance against liability arising on account of injuries or death to workers or employees on the Premises. Such workers' compensation insurance shall be in amounts at least equal to the maximum liability of Tenant, its agents, and contractors under the Workers' Compensation Insurance and Safety Act of the State of California or other applicable laws.

(d) Other Insurance. Tenant shall procure, at its sole cost and expense, and shall keep in force, such other insurance in amounts from time to time reasonably required by Landlord against other insurable risks if at the time they are commonly insured against for business operations similar to that of Tenant.

(e) Written Notice of Cancellation or Reduction. Each policy of insurance, which Tenant is required to procure and maintain in effect, shall contain the following clause:

"It is agreed that this policy shall not be cancelled nor the coverage reduced until thirty (30) days after the Port Director of Santa Cruz Port District shall have received written notice of such cancellation or reduction. The notice shall be sent by certified or registered mail and shall be deemed effective the date delivered to said Port Director, as evidenced by properly validated return receipt."

(f) Waiver of Subrogation. Tenant and Landlord each hereby waives any and all rights of recovery against the other, and against the officers, employees, agents and representatives of the other, for loss of or damage to such waiving party or its property or the property of others under its control, where such loss or damage is insured against under any insurance policy in force at the time of such loss or damage to the extent of the insurance proceeds actually paid in connection therewith. Tenant and Landlord shall, upon obtaining any of the policies of insurance required or desired hereunder, give notice to the insurance carrier or carriers that the foregoing mutual waiver of rights of recovery is contained in this agreement, and shall each use their best efforts to cause the insurer for each such policy to waive in writing any rights of subrogation it may have against the other party.

(g) Submittal of Policies. Tenant agrees to deposit with Landlord, at or before the times at which the insurance policies necessary to satisfy the insurance provisions of this agreement are required to be in effect, a copy of each such policy or policies required hereunder and to keep such insurance in effect and the policy or policies therefore on deposit with Landlord during the entire term of this agreement.

(h) Review of Coverage. Landlord shall retain the right at any time to review the coverage, form, and amount of the insurance required hereby. If, in the opinion of Landlord, the insurance provisions in this agreement do not provide adequate protection for Landlord and for members of the public using the Premises, Landlord may require Tenant to obtain (or may obtain at Tenant's expense) insurance sufficient in coverage, form and amount to provide adequate protection. Landlord's requirements shall be reasonable but shall be designed to assure protection from and against the kind and extent of the risks, which exist at the time a change in insurance is required.

Landlord shall give Tenant written notice of changes in the insurance requirement and Tenant shall deposit copies of acceptable insurance policies with Landlord incorporating such changes within sixty (60) days following receipt of such notice.

The procuring of such required policy or policies of insurance shall not be construed to limit Tenant's liability hereunder nor to fulfill the indemnification provisions and requirements of this agreement. Notwithstanding said policy or policies or insurance, Tenant shall be obligated for the full and total amount of any damage, injury, or loss caused by Tenant's negligence or neglect connected with this agreement or with use or occupancy of the Premises.

(i) Landlord's Remedies. In case of failure on the part of Tenant to procure or to maintain in effect any insurance which Tenant is required to carry as provided in this Paragraph 9, Landlord may at its discretion, and in addition to any other remedies it may have upon failure of Tenant to procure or to maintain in effect any insurance which Tenant is required to carry as provided in this Paragraph 9, procure or renew such insurance and pay any and all premiums therefore and all monies so paid by Landlord shall be repaid by Tenant to Landlord upon demand.

10. Indemnification.

(a) Tenant's Hold Harmless. Tenant hereby indemnifies Landlord against and holds Landlord harmless from any and all claims, damage, cost, liability, or expense, including but not limited to attorneys' fees and costs of suit, resulting from or arising out of Tenant's use of the Premises, Tenant's default in the performance of any obligation of Tenant under this agreement, any act or failure to act of Tenant or any employees, agents, contractors, customers, or other invitees of Tenant occurring in or about the Premises, or construction of any improvements by Tenant in the Premises. Such indemnification specifically includes without limitation any damage to property or injury or death to any person arising from the use of the Premises by Tenant or from the failure of Tenant to keep the Premises in good condition, order, and repair. Tenant expressly agrees to exercise due care in the handling of fuel or any other flammable materials in, on, or around the Premises. Tenant shall maintain on the Premises adequate firefighting equipment, which shall remain under the use, control, maintenance, and repair of Tenant.

(b) Tenant's Waiver of Claims. Tenant hereby waives all claims against Landlord for damage to any property, goods, wares, or merchandise of Tenant stored in, upon, or about the Premises, and for injury to persons in, upon, or about the Premises from any cause whatsoever arising at any time, except as may be caused by the active negligence or willful misconduct of Landlord. Landlord shall not be liable to Tenant for any damage caused by any act or negligence of any person, other than Landlord's personnel, in, upon, or about the Premises, whether a customer of Tenant or otherwise. Tenant expressly waives any claims against Landlord for damage to Tenant's business on the Premises or loss of goodwill or any other damage to Tenant arising from complete or partial closure of the Santa Cruz Harbor at any time and from time to time, whether such closure shall result from inclement weather, excess deposits of sand in the harbor, or any other reason whatsoever. Landlord shall have no obligation or responsibility to dredge the entrance channel of the Santa Cruz Harbor.

11. Maintenance and Repairs.

(a) Tenant's Obligations. Subject to Paragraph 15 below relating to damage and destruction, and subject to Landlord's maintenance responsibilities set forth in Paragraph 11(c) below, through the term of this agreement Tenant shall, at Tenant's sole cost and expense, maintain the Premises and every part thereof, and all fixtures, machinery and equipment located in or on the Premises and utilized in the conduct of Tenant's business in first class condition, order and repair, and in accordance with all applicable laws, rules, ordinances, orders and regulations of (1) municipal, county, state, federal, and other governmental agencies and bodies having or claiming jurisdiction of the Premises and all their respective departments, bureaus, and officials; and (2) all insurance companies insuring all or any part of the Premises or improves or both. For purposes of this paragraph, the obligation to repair includes the obligation to replace as and when reasonably necessary. Tenant hereby waives such rights as it may have under California Civil Code Sections 1941 and 1942 and any similar or successor laws that permit a tenant to perform repairs and offset the cost thereof against rent.

(b) Outside Areas. Tenant acknowledges that the cleanliness and neat and attractive appearance of the interior and exterior of the Building and all other areas of the Premises are a material concern of Landlord. Accordingly, Tenant shall continuously exercise diligence throughout the agreement term in keeping the Premises and the Outside Area in a neat, clean, sanitary, and attractive condition. Tenant shall arrange for regular and prompt disposal of garbage generated by Tenant's operations on the Premises, and shall not permit garbage or refuse to accumulate in or around the Premises. Tenant shall not cause or permit offensive odors to emanate from the Premises.

(c) Landlord's Obligations. Notwithstanding anything to the contrary contained in this Paragraph 11, and subject to the provisions of Paragraph 15 below relating to damage and destruction, Landlord shall maintain in good condition, order and repair the parking area upon the Property, the heating, ventilation and air conditioning equipment, if any, servicing the Premises, and the structural portions of the Building, including the roof, walls and foundation of the Building, except to the extent any such maintenance is necessitated by damages due to the negligence or greater culpability of Tenant, its agents, employees or invitees. Landlord shall have no obligation to maintain or repair under this Paragraph 11(c) until a reasonable period of time after receipt by Landlord of notice from Tenant of the need therefore, specifying the nature of the maintenance or repair needed.

12. Utilities. Tenant shall pay promptly as the same become due and payable its pro rata share of all bills and costs for water, gas, electricity, refuse pickup, sewer service charges, and any other utilities or services supplied to the Premises as indicated in Section 1. Tenant shall pay its pro rata share of utilities within five (5) days of receiving notice from Landlord as to the amount thereof. The parties hereby agree that Tenant's pro rata share of said utility costs shall be reasonably calculated by Landlord and conveyed to Tenant. In no event shall Landlord be liable to Tenant for any interruption or failure of any utility services to the Premises.

13. Assignment and Subletting.

(a) Landlord's Consent Required. Tenant shall not assign, sublease, mortgage, pledge, hypothecate, encumber, or transfer the Premises or any part thereof, or this agreement or any rights or obligations hereunder without Landlord's written consent.

(b) Incorporation of Terms. Should Landlord consent to any Transfer such consent shall not constitute a waiver of any of the terms, covenants, or conditions of this agreement. Such terms, covenants, or conditions shall apply to each and every transfer hereunder and shall be severally binding upon each and every encumbrancer, assignee, transferee, subtenant, or other successor in interest of tenant. Any document to mortgage, pledge, hypothecate, encumber, transfer, sublet, or assign the Premises or any part thereof shall incorporate directly or by reference all the provisions of this agreement.

14. Damage or Destruction.

(a) Partial Damage-Insured. Subject to the provisions of Paragraphs 15(c) and 15(d), if the Premises or any improvements therein are damaged, such damage involves damage to the building to the extent of less than eighty percent (80%) of the then replacement value thereof (excluding excavations and foundations of the building), such damage was caused by an act or casualty covered under an insurance policy provided for in Paragraph 9, and the proceeds of such insurance received by Landlord are sufficient to repair the damage, Landlord shall at Landlord's expense repair such damage as soon as reasonably possible and this agreement shall continue in full force and effect.

(b) Partial Damage-Uninsured. Subject to the provisions of Paragraphs 15(c) and 15(d), if at any time during the term hereof the Premises or any improvements are damaged, such damage involves damage to the Building to the extent of less than eighty percent (80%) of the then replacement value thereof (excluding excavations and foundations of the building), and the insurance proceeds received by Landlord are not sufficient to repair such damage, or such damage was caused by an act or casualty not covered under an insurance policy, Landlord may at Landlord's option either (a) repair such damage as soon as reasonably possible at Landlord's expense, in which event this continue in full

force and effect, or (b) give written notice to Tenant within thirty (30) days after the date of the occurrence of such damage of Landlord's intention to cancel and terminate this agreement as of the date of the occurrence of such damage.

(c) Total Destruction. If at any time during the term hereof either the Premises or the improvements contained therein are damaged from any cause, whether or not covered by the insurance provided for in Paragraph 9, and such damage involves damage to the Building to the extent of eighty percent (80%) or more of the replacement value thereof (excluding excavations and foundations of the Building), including any total destruction required by any authorized public authority, this Lease shall at the option of Landlord terminate as of the date of such total destruction. Landlord shall exercise its right to terminate this agreement by delivery of notice to Tenant within thirty (30) days after the date that Tenant notifies Landlord of the occurrence of such damage. In the event Landlord does not elect to terminate this agreement, Landlord shall at Landlord's expense repair such damage as soon as reasonably possible, and this Lease shall continue in full force and effect.

(d) Damage Near End of Term. If the Premises or the improvements therein are destroyed or damaged in whole or part during the last six (6) months of the term of this agreement, Landlord may at Landlord's option cancel and terminate this agreement as of the date of occurrence of such damage by giving written notice to Tenant of Landlord's election to do so within thirty (30) days after the date of occurrence of such damage.

(e) Abatement of Rent. Notwithstanding anything to the contrary contained elsewhere in this Lease, if the Premises are partially damaged and Landlord repairs or restores them pursuant to the provisions of this agreement Paragraph 14, the Fixed Minimum Rent payable hereunder for the period commencing on the occurrence of such damage and ending upon completion of such repair or restoration shall be abated in proportion to the degree to which Tenant's use of the Premises is impaired during the period of repair; provided that, nothing herein shall be construed to preclude Landlord from being entitled to collect the full amount of any rental loss insurance proceeds if such rental loss insurance is then carried with respect to the Premises. Except for abatement of rent, if any, Tenant shall have no claim against Landlord for any damage suffered by reason of any such damage, destruction, repair, or restoration.

(f) Waiver. Tenant waives the provisions of California Civil Code Sections 1932(2) and 1933(4), and any similar or successor statutes relating to termination of agreement when the agreement term is substantially or entirely destroyed, and agrees that such event shall be governed by the terms of this agreement.

(g) Tenant's Property. Landlord's obligation to rebuild or restore shall not include restoration of Tenant's equipment, merchandise, or any improvements, alterations or additions made by Tenant to the Premises.

(h) Notice of Damage. Tenant shall notify Landlord within five (5) days after the occurrence thereof of any damage to all or any portion of the Premises. In no event shall Landlord have any obligation to repair or restore the Premises pursuant to this Paragraph 14 until a reasonable period of time after Landlord's receipt of notice from Tenant of the nature and scope of any damage to the Premises, and a reasonable period of time to collect insurance proceeds arising from such damage (unless such damage is clearly not covered by insurance then in effect covering the Premises).

(i) Replacement Cost. The determination in good faith by Landlord of the estimated cost of repair of any damage, or of the replacement cost, shall be conclusive for purposes of this Paragraph 14.

15. Eminent Domain.

(a) Termination. In the event the whole or any part of the Premises is condemned in the lawful exercise of the power of eminent domain by any public entity, then this agreement shall terminate as to the part condemned on the date possession of that part is taken.

(b) Partial Taking Renders Economically Unfeasible. If only a part of the Premises is condemned, but such taking makes it economically unfeasible for Tenant to use the remainder of the Premises for the purposes contemplated by this agreement, then Tenant may, at its option, terminate this agreement as of the date possession of the condemned part is taken by giving written notice to Landlord of its intention within thirty (30) days following the date said possession is taken.

(c) Partial Taking with Business Continued. If only part of the Premises is condemned and this agreement terminated as set forth above, then this Lease shall, as to the condemned portion of the Premises, terminate as of the date possession of such portion is taken. The Fixed Minimum Rent shall thereupon be reduced in the same proportion that the area of the Premises taken bears to the initial total area of the Premises. Fixed Minimum Rent, as so reduced, shall continue to be subject to adjustment in accordance with Paragraph 4 hereof.

(d) Repairs. Tenant shall, at its sole cost and expense and in a prompt and expeditious manner, make all necessary repairs or alterations to the remainder of the Premises so as to make them reasonably suitable for Tenant's continued occupancy for those uses and purposes contemplated by this agreement.

(e) Compensation. All compensation awarded or paid upon the total or partial taking of the fee title to the Premises or part of the Premises, or for the taking of all or any portion of the Premises, shall belong to Landlord. The Building and other improvements made by Landlord on the Premises at Landlord's expense shall belong to Landlord. Landlord shall not be entitled to any compensation paid to Tenant for costs incurred by Tenant in removing its furniture, equipment, and trade fixtures from the condemned Premises.

16. Tenant Default. Tenant shall be deemed in default under this agreement upon occurrence of any of the following:

(a) Tenant Default

(1) Tenant fails to pay a monetary sum when due under this Lease (provided that Tenant shall not be deemed in default if Tenant pays such sum within ten (10) days after notice from Landlord that such sum is overdue; and provided further that, Tenant shall not be entitled to any such ten (10) day grace period or notice and shall be deemed in default immediately upon failure to so pay when due if Landlord has already delivered two notices of overdue payments within the immediately preceding twelve (12) month period;

(2) Tenant fails to perform any of its other obligations under this agreement provided that, if such failure is of the nature that it may be cured, Tenant shall not be deemed in default if Tenant cures such failure within twenty (20) days after notice from Landlord of such failure;

(3) Tenant's interest in the Premises or the Lease, or any part thereof, is assigned or transferred, either voluntarily or by operation of law (except as expressly permitted by other provisions of this agreement), including, without limitation, the filing of an action by or against Tenant, or by any member of Tenant if Tenant is a partnership or joint venture, under any insolvency or bankruptcy laws, or if Tenant makes a general assignment for the benefit of its creditors, or;

(4) Tenant vacates, abandons, or surrenders the Premises during the agreement term. In the event of a default by Tenant under this agreement, Landlord may pursue such remedies as it may have for such default under law or in equity, including but not limited to the remedies set forth below.

(b) Repossession. Landlord may repossess the Premises and remove all persons and property therefrom. If Landlord repossesses the Premises because of a breach of this Lease, this agreement shall terminate and Landlord may recover from Tenant:

(1) the worth at the time of award of the unpaid rent, which had been earned at the time of termination including interest at ten percent (10%) per annum;

(2) the worth at the time of award of the amount by which the unpaid rent which would have been earned after termination until the time of award exceeds the amount of such rental loss that Tenant proves could have been reasonably avoided including interest at ten percent (10%) per annum;

(3) the worth at the time of award of the amount by which the unpaid rent for the balance of the term after the time of award exceeds the amount of such rental loss for the same period that Tenant proves could be reasonably avoided, computed by discounting such amount by the discount rate of the Federal Reserve Bank of San Francisco at the time of award plus one percent (1%); and

(4) any other amount necessary to compensate Landlord for all the detriment proximately caused by Tenant's failure to perform its obligations under this agreement or which in the ordinary course of things would be likely to result therefrom.

(c) No repossession. If Landlord does not repossess the Premises, then this agreement shall continue in effect for so long as Landlord does not terminate Tenant's right to possession and Landlord may enforce all of its rights and remedies under this agreement, including the right to recover the rent and other sums due from Tenant hereunder. For the purposes of this Paragraph 16, the following do not constitute a termination of Tenant's right to possession:

(1) Acts of maintenance or preservation by Landlord or efforts by landlord to relent the Premises; or

(2) The appointment of a receiver by landlord to protect Landlord's interest under this agreement.

17. Attorneys' Fees. If any action at law or in equity shall be brought to recover any rent under this Lease, or for or on account of any breach of or to enforce or interpret any of the terms, covenants, agreements, or conditions of this agreement or for the recovery of the possession of the Premises, the prevailing party shall be entitled to recover from the other party, as a part of the

prevailing party's costs, reasonable attorneys' fees, the amount of which shall be fixed by the court and shall be made a part of any judgement rendered. "Prevailing party" within the meaning of this paragraph shall include, without limitation, a party who brings an action against the other party after the other party's breach or default, if such action is settled or dismissed upon the payment by the other party of the sums allegedly due or performance of the covenants allegedly breached or the plaintiff obtains substantially the relief sought by it in the action.

18. Removal of Property. Tenant hereby irrevocably appoints Landlord as agent and attorney in fact of Tenant to enter upon the Premises in the event of a default by Tenant in the payment of any rent herein reserved, or in the performance of any term, covenant, or condition herein contained to be kept or performed by Tenant, and to remove any and all furniture and personal property whatsoever situated upon the Premises, and to place such property in storage for the account of and at the expense of Tenant. In the event that Tenant shall not pay the cost of storing any such property after the property has been stored for a period of ninety (90) days or more, Landlord may sell any or all of such property, at public or private sale, in such manner and at such times and places as Landlord in its sole discretion may deem proper, without notice to Tenant or any demand upon Tenant for the payment of any part of such charge or the removal of any such property and shall apply the proceeds of such sale first to the costs and expenses of such sale, including reasonable attorneys' fees actually incurred; second, to the payment of the costs of any other sums of money which may then or thereafter be due to Landlord from Tenant under any of the terms hereof; and fourth, the balance, if any, to Tenant.

19. Subordination.

(a) Subordination of Lease. This agreement at Landlord's option shall be subordinate to any mortgage, deed of trust, or any other hypothecation for security now or hereafter placed upon all or any portion of the Premises and to any and all advances made on the security thereof and to all renewals, modifications, consolidations, replacements and extensions thereof. Notwithstanding such subordination, Tenant's right to quiet possession of the Premises shall not be disturbed if Tenant is not in default and so long as Tenant shall pay the rent, observe, and perform all of the provisions of this agreement unless this agreement is otherwise terminated pursuant to its terms. If any mortgagee or trustee shall elect to have this agreement prior to the lien of its mortgage or deed of trust, and shall give written notice thereof to Tenant, this agreement shall be deemed prior to such mortgage or deed of trust, whether this agreement is dated prior or subsequent to the date of said mortgage or deed of trust or the date of recording thereof.

(b) Execution of Documents. Tenant agrees to execute any documents required to effectuate such subordination or to make this agreement prior to the lien of any mortgage or deed of trust, as the case may be, and failing to do so within ten (10) days after written demand, does hereby make, constitute and irrevocably appoint Landlord as Tenant's attorney in fact and in Tenant's name, place and stead, to do so.

20. Landlord's Right to Reenter.

(a) Peaceable Surrender. Tenant agrees to yield and peaceably deliver possession of the Premises to Landlord on the date of termination of this agreement regardless of the reason for such termination. Upon giving written notice of termination to Tenant, Landlord shall have the right to reenter and take possession of the Premises on the date such termination becomes effective without further notice of any kind and without institution of summary or regular legal proceedings. Termination of the agreement and reentry of any Premises by Landlord shall in no way alter or diminish any obligation of Tenant under the Lease terms and shall not constitute an acceptance or surrender.

(b) Waiver of Redemption and Stipulated Damages. Tenant waives any and all right of redemption under any existing or future law or statute in the event of eviction from or dispossession of the Premises for any reason or in the event, Landlord reenters and takes possession of the Premises in a lawful manner.

21. Notices. All notices, statements, demands, requests, approvals or consents given hereunder by either party to the other party shall be in writing and shall be sufficiently given and served upon the other party if served personally or if sent by first class mail of the United States Postal Service, certified, return receipt requested, postage prepaid, and addressed to the parties as indicated in Section 1, or to such other address as any party may have furnished to the others as a place for the service of notice. Notices sent by mail shall be deemed served on the date actually received, as indicated on the return receipt.

23. No Commission. Landlord and Tenant each agree that Landlord and Tenant, respectively, have not had any dealings with any realtor, broker, or agent in connection with the execution of this agreement. Tenant shall pay the commission or compensation payable to any agent or broker employed by Tenant in connection with the execution of this agreement.

24. Waiver. The waiver by Landlord or Tenant of any breach of any term, covenant, or condition herein contained shall not be deemed to be a waiver of such term, covenant, or condition or any subsequent breach of the same or any other term, covenant, or condition herein contained. The subsequent acceptance of rent hereunder by Landlord shall not be deemed to be a waiver of any preceding breach by Tenant of any term, covenant, or condition of this agreement, other than the failure of Tenant to pay the particular rent so accepted, regardless of Landlord's knowledge of such preceding breach at the time of acceptance of such rent. Landlord's acceptance of partial payments of rent or any other sum due hereunder shall not be deemed a waiver of its right to recover the full amount of such payment and shall not be deemed an accord and satisfaction whether or not the amount due is disputed by the parties.

25. Holding Over. Any holding over after the expiration of the term with the consent of Landlord shall be construed to be a tenancy from month to month on the same terms and conditions specified herein so far as applicable.

26. Parking. Tenant acknowledges that all parking areas and all other common areas within the Santa Cruz Small Craft Harbor shall remain under the operation and control of Landlord. The manner in which such areas and facilities are operated and maintained shall be at the sole discretion of Landlord, and the use of such areas and facilities shall be subject to such rules and regulations as Landlord shall make from time to time. Landlord shall have the right to regulate access and parking and to install parking meters in such parking areas.

27. Non-Discrimination. Tenant agrees in the conduct of Tenant's business not to discriminate against any person or class of persons by reason of sex, race, creed, national origin, age, or physical condition. Tenant shall make its accommodations and services available to all persons on equal and reasonable terms.

28. Entry by Landlord. Landlord and its agents shall be entitled to enter into and upon the Premises at all reasonable times, upon reasonable notice (except in the case of an emergency, in which event no notice shall be required), for purposes of inspecting or making repairs, alterations or additions to all or any portion thereof, or any other part of the Building, including the erection and

maintenance of such scaffolding, canopies, fences and props as may be required, or for the purpose of posting notices of non-responsibility for alterations, additions, or repairs, and during the one hundred eighty (180) day period prior to the expiration of this agreement to place upon the Premises any usual or ordinary "for rent" signs and exhibit the Premises to prospective tenants at reasonable hours, all without any abatement of rent and without liability to Tenant for any injury or inconvenience to or interference with Tenant's business, quiet enjoyment of the Premises, or any other loss occasioned thereby.

29. General.

(a) Entire Agreement. This agreement contains all of the terms, covenants, and conditions agreed to by Landlord and Tenant and it may not be modified orally or in any manner other than by an agreement in writing signed by all of the parties to this agreement or their respective successors in interest.

(b) Covenants and Conditions. Each term and each provision of this agreement performable by Tenant shall be construed to be both a covenant and a condition, all of which conditions shall be for the sole benefit of Landlord.

(c) Binding on Successors. The covenants and conditions hereof, subject to the provisions as to subletting and assignment, shall apply to and bind the heirs, successors, executors, administrators, sublessees, and assigns to the parties.

(d) Joint and Several Liability. All persons who have signed this agreement shall be jointly and severally liable hereunder.

(e) Gender. When the context of this agreement requires, the masculine gender includes the feminine, a corporation, or a partnership, and the singular number includes the plural.

(f) Captions. The captions of the numbered and lettered paragraphs of this agreement are for convenience only and are not a part of this agreement and do not in any way limit or amplify the terms and provisions of this agreement.

(g) Governing Law. This agreement shall be governed by and construed in accordance with the laws of the State of California.

(h) Time of Essence. Time is of the essence as to all of the provisions of this agreement.

(i) Partial Invalidity. If any term, covenant, condition, or provision of this agreement is held by a court of competent jurisdiction to be invalid, void, or unenforceable, the remainder of the

provisions hereof shall remain in full force and effect and shall in no way be affected, impaired, or invalidated thereby.

(j) Relationship. Tenant shall not be an agent of Landlord for any purpose, and nothing in this agreement shall be deemed to create a partnership relationship between Tenant and Landlord.

(k) No Recordation. Tenant shall not record either this Agreement or a short form memorandum of this agreement.

(l) Calendar Days. All references herein to "days" shall mean calendar days unless otherwise stated.

IN WITNESS WHEREOF, the parties hereto have executed this agreement as of the date first above written.

"LANDLORD"

SANTA CRUZ PORT DISTRICT
COMMISSION,
a political subdivision

By _____
Holland MacLaurie
Port Director

"TENANT"


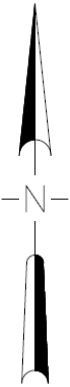
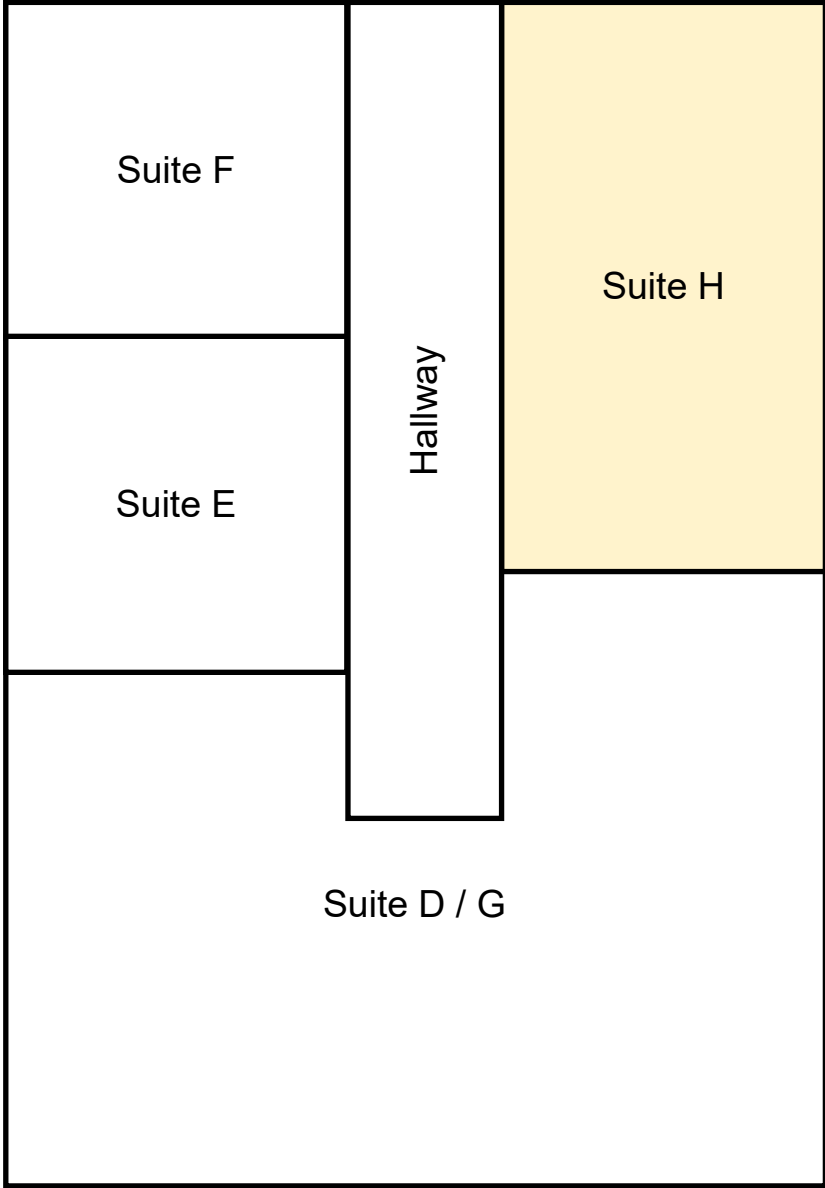
By _____  2/15/22
Natalie Cain
EX Producer, Rebel City Studios

EXHIBIT 'A'
333 Lake Avenue
2nd Floor



NOT TO SCALE



TO: Port Commission
FROM: Holland MacLaurie, Port Director
DATE: February 16, 2022
SUBJECT: Approve the FY23 Budget and Capital Improvement Plan

Recommendation: *Approve the FY23 budget and capital improvement projects, and approve the conversion of 1 provisional employee to full-time equivalent status (Parking Coordinator).*

BACKGROUND

The Port Commission reviewed the draft FY23 budget and proposed list of capital improvement projects (CIP) at their special public budget session on February 15, 2022, including a review of the current year budget (FY22) projections.

Following review and discussion, the Port Commission directed staff to revise the draft FY23 budget to include the following:

- 3.2% increase to marina fees;
- Increase Dredge Intermediate Fund contribution by \$14,000, to \$191,151, to include funding for a semi-permanent work area canopy;
- Increase capital improvement program funding from \$260,000 to \$382,000. In conjunction with assigning \$240,000 of funding from the Unallocated CIP, total allocated CIP funds for FY23 equal \$622,000;
- Maintain the current sliding scale fee for partnerships that was adopted in FY20 (5% for 1 partner; 10% for 2 partners; 15% for 3 partners)
- Institute a mid-year capital improvement program review to receive project updates, track progress, and propose funding reallocations based off availability of the annual dredge reimbursement from the US Army Corps of Engineers.

The budget worksheet, revenue summaries, Capital Improvement Plan summary table, and the Projected Debt Service Ratio (DSR) have been revised accordingly.

ANALYSIS

The marina fee increase has improved the DSR from 1.25x in the draft FY23 budget, to 1.33x in the proposed final budget. The proposed budget maintains services, funds approved labor contracts, and aligns with identified Port District priorities by funding priority capital improvement projects.

The revised FY23 budget is appended as Attachment A.

ATTACHMENTS: A. Final Proposed FY23 Budget
B. Historic Annual Slip Rent Increases
C. Budget Presentation from Special Public Session of February 15, 2022
D. Staff Report from Special Public Budget Session of February 15, 2022

**SANTA CRUZ PORT DISTRICT
FISCAL YEAR 23 BUDGET REPORT**



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POLICY STATEMENTS

The Port District's Reserve Policy, adopted in FY16 (Appendix A), states the Port Commission's intent to preserve capital to finance three months of operations, and to fund future capital improvements at a minimum level to ensure the sustainability of harbor infrastructure. The reserve funding goal was first achieved in the FY19 budget and since policy adoption, annual contributions have been budgeted at the level needed to meet the reserve funding goal. The only exception has been the FY21 budget when a programmed reserve fund contribution was suspended in response to anticipated revenue reductions due to the novel Coronavirus ("COVID-19") pandemic. The Port Commission's annual funding goal for future capital improvements was initially set at \$500,000 annually. The Commission has expressed a desire to increase the annual Capital Improvement Program ("CIP") funding goal from \$500,000 to \$750,000 annually, if practicable. The draft budget proposes a reduced CIP contribution in FY23, though increasing CIP funding in future budgets remains a stated goal.

During FY19, the Port Commission adopted an investment policy (Appendix A), which provides direction to the Port Director on the prudent and beneficial investment of District funds in accordance with laws governing the investment of local agency funds.

The budget recognizes planned Capital Improvement expenditures as encumbrances, thus the funding becomes unavailable for other expenses. Encumbering funds prevents further expenditure that would conflict with commitments already made. Encumbered funds are shown in the Fund Balance Capital Improvement detail in the fiscal year they were encumbered.

Port District finances have historically been managed and reported in accordance with Generally Accepted Accounting Principles (GAAP), and with applicable statements published by the Government Accounting Standards Board (GASB). The Port District does not have specific written policies governing how the budget was to be created or administered. Budget administration and planning incorporates the following assumptions and practices first adopted in FY13:

1. **Balanced Budget:**

The Port District operates with a balanced budget where operating revenues are equal to or exceed operating expenditures. Imbalances to the budget that result from increased expenses, decreased revenues, or a combination of the two, will require a budget revision.

2. **Fixed Assets**

Fixed (or capital) assets are tangible items individually valued at \$5,000 or more. Examples of fixed assets would be vehicles, equipment, boats, etc. For accounting purposes, fixed assets with an estimated useful life of at least two years after acquisitions are capitalized.

POLICY STATEMENTS

3. Capital Improvements

Capital improvements are physical assets, constructed or installed, with a useful life of ten years or longer and a cost of \$25,000 or more. Services that ultimately result in such physical assets are also budgeted as capital improvements (e.g. engineering design, architectural services, etc.).

4. Depreciation

Depreciation is reported annually as an operating expense (approximately \$1.7 million projected in FY22). The full amount of annual depreciation has not been included in the operating budget.

5. Appropriations

Appropriation balances may be transferred from one expenditure account to another within the operating budget without Port Commission approval. Capital improvement budgets are not considered to be part of any transferable appropriation balance. Any increase in total appropriations must be approved by the Port Commission.

6. Reserves

Reserve funds are not available for use to offset any expenditures that exceed total appropriations. Reserves may only be used as approved by the Port Commission.

7. Use of Restricted/Unrestricted Net Assets

When an expense is incurred for purposes for which both restricted and unrestricted net assets are available, restricted net assets are applied first.

8. Staffing Levels

The total number of full-time equivalent (FTE) employees shall be approved by the Port Commission.

BUDGET USERS GUIDE

General Fund (i.e., operating) revenues and expenses are presented in the Financial Summaries. FY21 Actual, FY22 Budget and Projected Actual, and FY23 Proposed Budget figures are presented for comparison. Terms used in the Financial Summaries and in the program budgets that follow are defined below.

Capital Outlay - Expenses associated with acquiring capital (or "fixed") asset items individually valued at \$5,000 or more. Examples of fixed assets would be vehicles, equipment, boats, etc.

Charges for Services - Revenues received as reimbursement to the Port District for the use of staff, equipment or other resources beyond the services included with other user fees or rents. Examples may include standby of marine rescue personnel for aquatics competitions, emergency response services and after-hours call back for fuel sales.

Debt Service - Principal and interest payments on loans.

Fines - Fines (or "bail amounts") for parking or other citations paid directly to the Port District.

Fuel Sales – Receipts at the fuel pump.

Intergovernmental Revenues - Funds received by the Port District from another government agency. Examples include dredging expenditure reimbursement received from the U.S. Army Corps of Engineers (USACE), contributions from the County of Santa Cruz for marine rescue services, and grants from state, federal or local government sources.

Other/Miscellaneous - Revenues shown as Other/Miscellaneous include sales of key fobs, merchandise, proceeds from lien sales or disposal of surplus items, etc.

Personnel Services - All costs associated with Port District staff compensation for regular and temporary employees, including payroll taxes, workers' compensation, unemployment insurance, pension, and employee benefits.

Rents - Rents encompass payments received by the Port District from its land-based tenants. Revenues are classified as either base rent, percentage rents or utility chargebacks as applicable.

Services and Supplies - Costs for all services provided to the Port District by contract or work order, utilities, insurance premiums, purchase of items not classified as fixed assets or "capital outlay," etc.

BUDGET USERS GUIDE

Transfers In/Out - Transfers between Port District funds (e.g. allocations to the Dredge Intermediate Fund may involve a transfer from the General Fund, or any combination of those and other funds).

User Fees - Fees established by the Port Commission for various uses of Port District facilities including boat slips, dry storage, RV and general parking.

Department and Program budget summaries are based on estimated levels of effort for each throughout FY23.

The proposed Capital Improvement Program is presented in Appendix D. Staffing and capital outlay in support of the Capital Improvement are budgeted separately in the Capital Projects section of the Facilities Maintenance and Engineering Department.

FINANCIAL SUMMARIES

GENERAL FUND BUDGET SUMMARY

**FY 23 REVENUES
BY CATEGORY**

Total All Funds

User Fees	\$ 6,869,275
Rents	2,020,000
Charges for Services	32,010
Fines	93,000
Fuel Sales	690,000
Boatyard	329,000
Intergovernmental	50,000
Grants	42,000
Other/Miscellaneous	100,000
TOTAL	\$10,363,535

**FY 23 EXPENDITURES
BY CATEGORY**

Personnel Services	\$ 4,401,490
Services & Supplies	4,041,086
Capital Outlay	4,000
Debt Service - Principal	1,329,940
Other Liabilities	0
TOTAL	\$ 9,776,516

FINANCIAL SUMMARIES

GENERAL FUND REVENUE BUDGET

	FY22 Budget	FY22 Projection	FY23 Budget
User Fees	\$ 6,798,275	\$ 7,185,465	\$7,007,525
Rents	1,825,000	2,087,088	2,020,000
Charges for Services	30,000	28,790	32,010
Fines	92,500	90,021	93,000
Fuel Sales	665,000	824,312	690,000
Boatyard	314,000	429,812	329,000
Intergovernmental	50,000	715,000	50,000
Grants	42,000	27,000	42,000
Other/Miscellaneous	129,500	173,632	100,000
TOTAL	\$ 9,946,275	\$ 11,561,120	\$10,363,535

FY22 projected revenue is higher than anticipated in the budget. User fees such as visitor berthing, launch, and parking exceeded budget expectations, and concession income continues to climb steadily back to pre-pandemic levels. Boatyard revenue exceeded projections, particularly in the haulout and layday/storage categories. Fuel sales and fuel expense are higher than anticipated, and the program is projected to be more profitable in FY22 than FY21 due to strong program oversight and management.

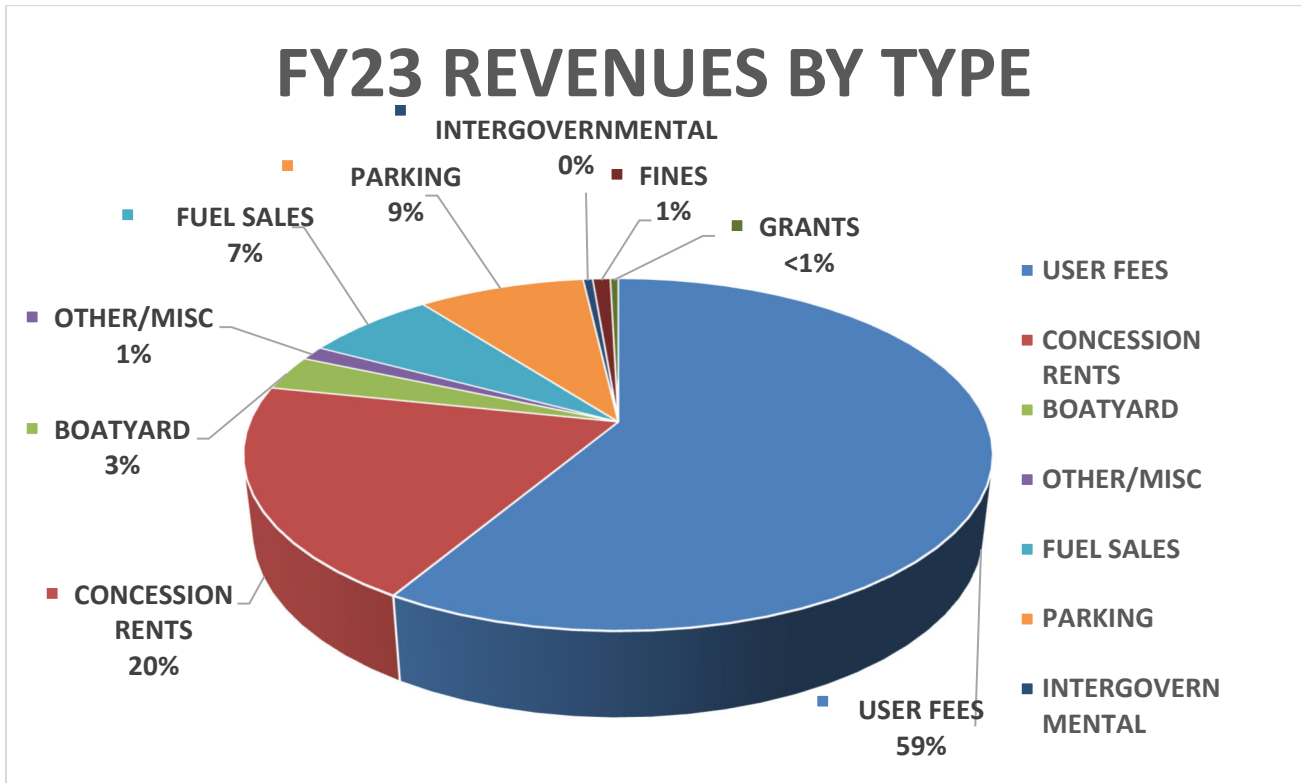
The FY23 budget anticipates continued strength in slip rent revenue, visitor services such as visitor berthing, launch, and parking, and boatyard revenue.

Intergovernmental revenues in the FY23 budget include \$50,000 from the County of Santa Cruz for marine rescue services. The annual \$525,000 dredging reimbursement from the US Army Corps of Engineers (USACE) has been invoiced and received in FY22. Additionally, shortfall funding in the amount of \$140,000 has been recouped, bringing FY22 proceeds from the USACE to \$665,000. Prior to FY18, reimbursement from the USACE was not included in annual budgets due to uncertainties in funding. The FY23 budget continues the former practice of not budgeting for this reimbursement to avoid unpredictable funding shortfalls. The dredging reimbursement from USACE will remain at \$525,000 for the remaining term of the agreement.

In FY20, a sliding scale fee for partnerships was adopted (5% for 1 partner; 10% for 2 partners; 15% for 3 partners). FY20 audited revenue reported a 31% reduction in revenue over FY19, from \$39,811 in FY19 to \$27,500. The FY21 and FY22 budgets were reduced accordingly. The partnership fee was reviewed as part of the FY23 budget. The current sliding scale fee for partnerships will remain in effect at 5% for 1 partner; 10% for 2 partners; 15% for 3 partners.

FINANCIAL SUMMARIES

The draft FY23 budget is presented as a balanced budget with no marina fee increase.



Note: Parking revenue, shown separately in the above chart, is included in User Fees in financial summaries.

FINANCIAL SUMMARIES

GENERAL FUND EXPENDITURE BUDGET

	FY22 Budget	FY22 Projected	FY23 Budget
Personnel Services	\$ 4,006,084	\$3,848,224	\$4,401,490
Services & Supplies	3,853,239	4,328,722	4,041,086
Capital Outlay	22,000	324,133	4,000
TOTAL OPERATING / CAPITAL OUTLAY	\$ 8,116,408	\$ 8,501,079	\$ 8,446,576
Debt Service Principal Payments	1,285,274	1,278,283	1,329,240
Other Liabilities	0	0	0
GRAND TOTAL	\$ 9,141,597	\$ 9,779,362	\$ 9,775,816

Projected salary and benefit costs (Personnel Services) for FY22 will be less than budget by approximately 4%, due to extended vacancies in the Administrative Services and Operations departments.

Personnel Services costs are anticipated to increase in FY23, primarily due to negotiated contract increases, CalPERS-related pension costs, and the addition of one FTE Parking Coordinator position in the Operations department. Projected employer pension expense in FY23 is approximately \$642,295, representing approximately 15% of anticipated Personnel Services expenditures.

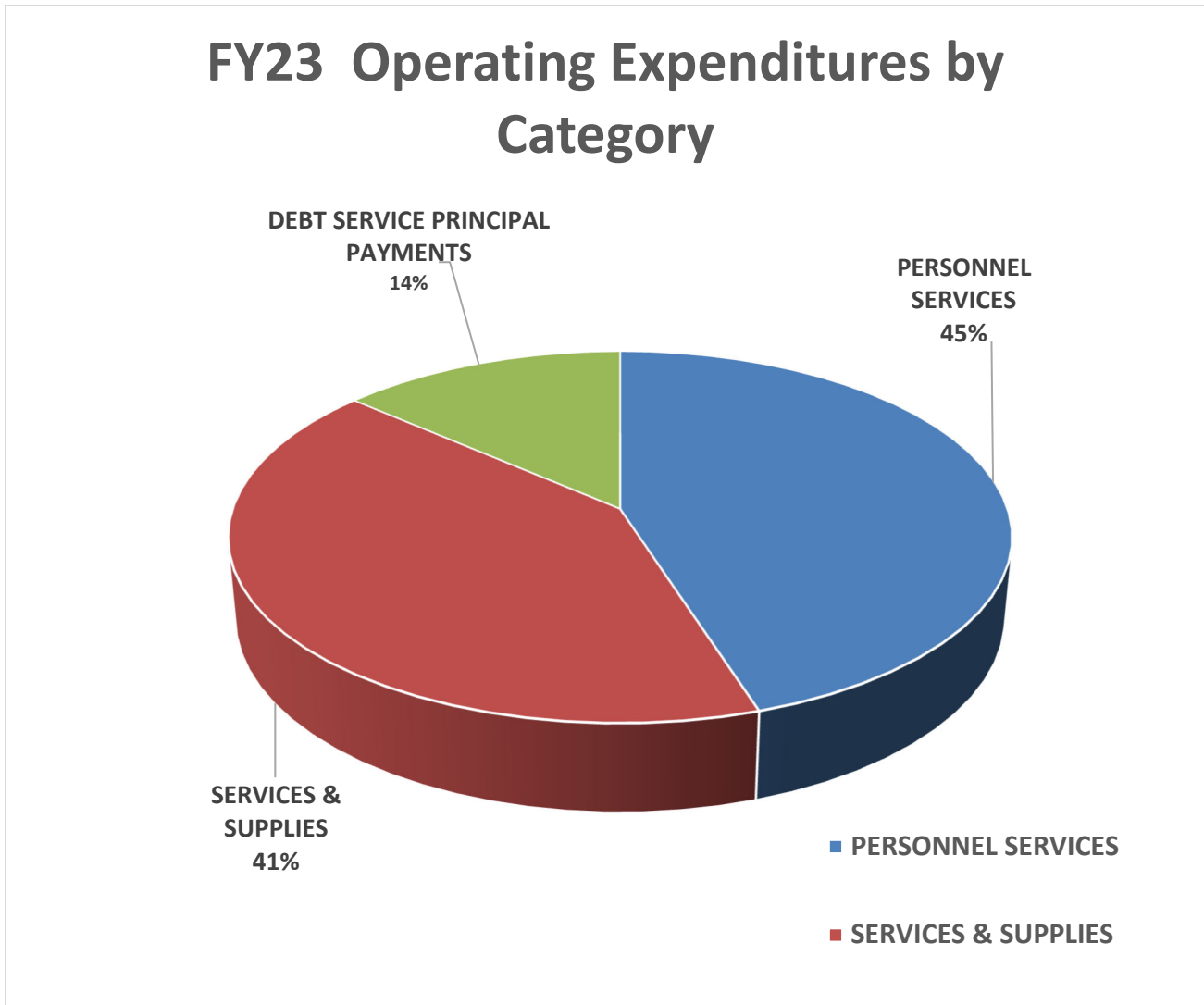
FY23 Services and Supplies costs are proposed at a level that is approximately 5% higher than FY22. This rise is related to anticipated increases for insurance premium costs and interest expense, and an increased need for contracted security coverage.

The expenditure summary in FY23 and previous budget years does not include transfers to the Dredge Intermediate Fund. Fund transfers are included in the budget as Non-Operating Expenditures:

- In FY23, the budgeted fund transfer to the Dredge Intermediate fund is \$191,151
- In FY22, the budgeted fund transfer to the Dredge Intermediate fund totaled \$272,762
- In FY21, the budgeted fund transfer to the Dredge Intermediate Fund totaled \$416,091 (in April 2020, the contribution was reduced to \$186,091 as a response to COVID-19 anticipated revenue reductions)
- In FY20, fund transfers to the Dredge Intermediate Fund totaled \$145,956.

FINANCIAL SUMMARIES

In FY23, there are no identified expenditures noted as “Other Liabilities.”



FINANCIAL SUMMARIES

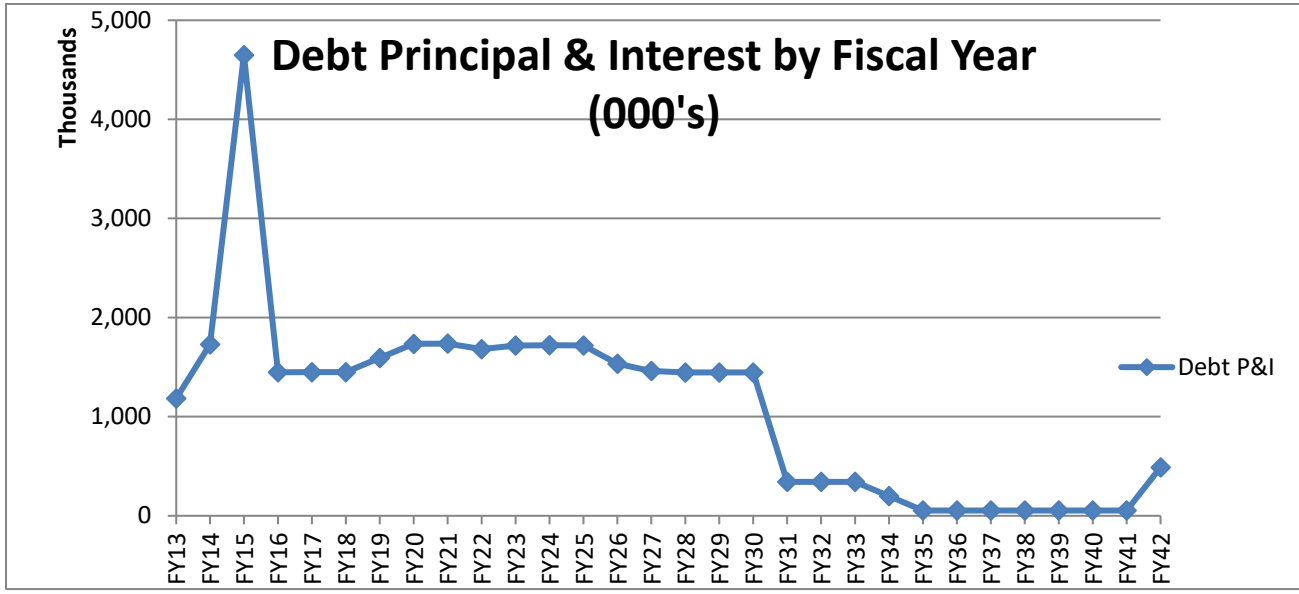
Expenditures by Department and Program

Department and Program	FY 21 Actual	FY 22 Budget	FY 22 Projected	FY 23 Proposed
100 Administrative Services Department				
110 Administration	\$ 754,316	\$ 764,483	\$ 786,813	\$ 826,625
120 Finance & Purchasing	194,674	209,575	186,362	227,216
130 Property Management	515,499	546,648	650,513	555,579
140 Environmental & Permitting	139,892	195,175	93,056	192,405
190 Port Commission Support	56,585	57,089	113,208	78,145
Department Total	\$ 1,660,966	\$ 1,772,970	\$ 1,829,952	\$ 1,879,970
200 Operations Department				
210 Harbor Patrol	\$ 669,827	\$ 721,534	\$ 693,195	\$ 807,951
220 Marina Management	483,427	512,134	509,294	563,149
230 Rescue Services	84,414	122,463	115,867	125,105
240 Parking	248,635	323,993	353,696	373,217
250 Events	0	35,344	19,868	34,399
280 Fuel Services	427,766	491,444	780,077	493,291
500 Boatyard	303,551	324,636	317,668	361,913
Department Total	\$ 2,217,621	\$ 2,531,548	\$ 2,789,665	\$ 2,759,025
300 Facilities Maintenance & Engineering				
310 Docks, Piers & Other Marine Structures	\$ 269,259	\$ 297,927	\$ 325,054	\$ 340,916
320 Utilities Maintenance	86,065	95,943	106,634	104,396
330 Building Maintenance	323,175	395,252	339,831	410,949
340 Grounds Maintenance	733,459	786,798	817,474	838,072
350 Aeration Program	40,797	57,340	45,559	57,385
360 Fishery Support	5,063	16,322	10,152	16,027
390 Capital Projects	444,826	417,797	483,355	466,799
400 Dredging Operations	1,357,221	1,487,426	1,429,270	1,569,037
Department Total	\$ 3,259,866	\$ 3,554,805	\$ 3,557,329	\$ 3,803,581
Total Operating Budget	\$ 7,138,453	\$ 7,859,323	\$ 8,176,947	\$ 8,442,576

Note: Interest expense for debt service is included in Program 390-Capital Projects above.

FINANCIAL SUMMARIES

DEBT SERVICE



The chart above shows historic and projected debt service by fiscal year for amounts previously borrowed. Significant loan payoff will be achieved during FY34, but total loan payoff will occur in FY42.

In FY14, tax-exempt and taxable financing in the amount of \$16,803,405 was obtained from BBVA Compass Bank. The loans had lower interest rates and terms that resulted in loans being fully paid off 12 years earlier, and included \$4 million in funding for the purchase of a new dredge *Twin Lakes* to replace *Seabright* and \$750,000 to pay off pension withdrawal liability. The loans will be paid off in FY30 at a total cost of approximately \$21.6 million. The previous loans would have been paid off in 2042, at a total cost of approximately \$ 26.35 million. Shortening the life of the loans combined with the superior interest rates thus enabled the District to both borrow \$4.75 million and save \$3.9 million.

In FY19, tax-exempt financing totaling \$3,350,000 was obtained from BBVA Compass Bank to fund two Capital Improvement Projects, the Aldo’s Seawall Replacement Project (F027) and the Piling Replacement Project (F005). Low interest financing of 3.5% was obtained. The loans will be paid off in 2034 at a total cost of approximately \$4.3 million. A term of the FY 19 refinancing package included terminating the District’s \$2 million line of credit with BBVA Compass Bank.

In FY22, the Port District acquired a commercial property carrying a professional administrative zoning status, located at 497 Lake Avenue. Seller financing in the amount \$950,000 was obtained to complete the transaction. A 4% interest rate applies, and the loan will be paid off in 2041 (balloon payment applies) at a total cost of \$1,786,473.

FINANCIAL SUMMARIES

FUND BALANCE PROJECTIONS

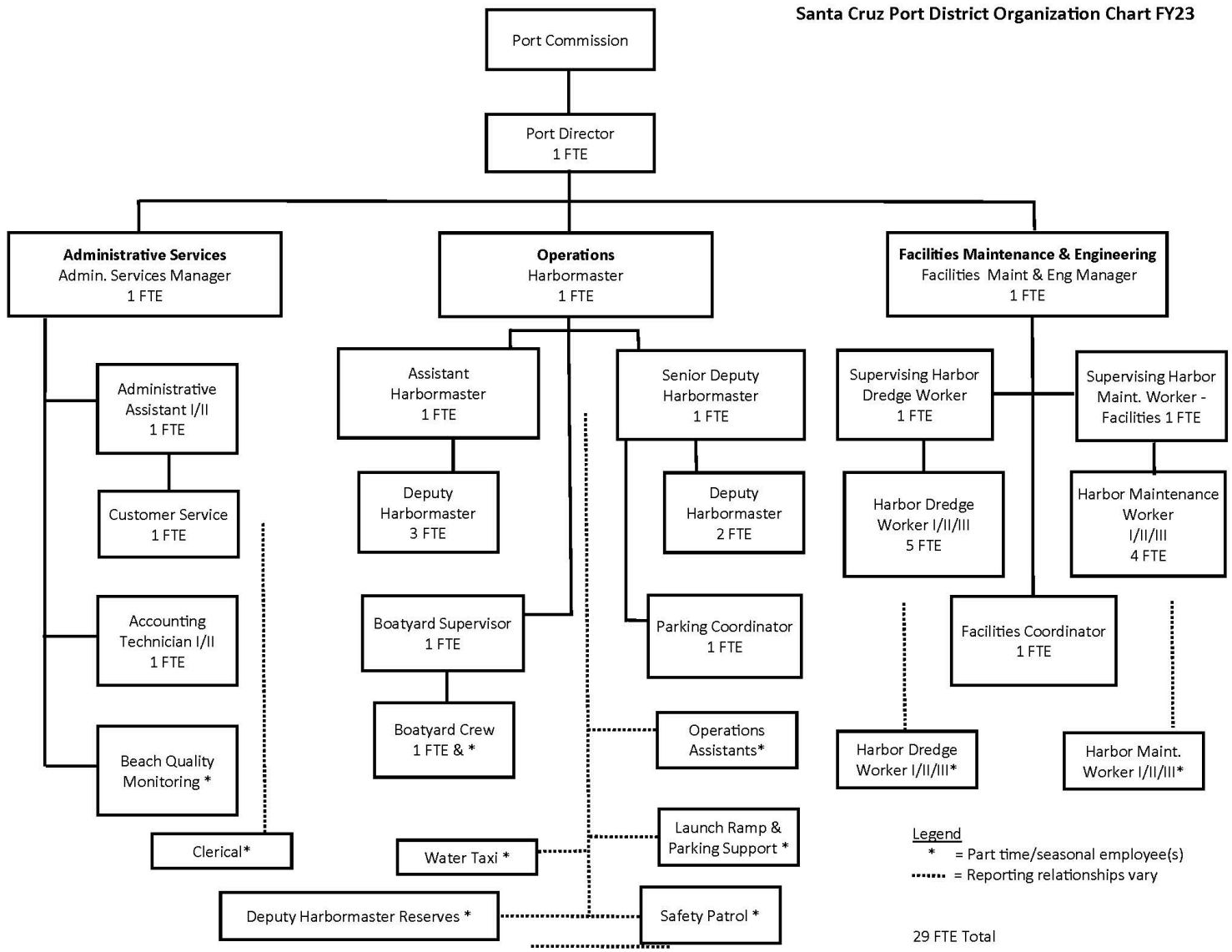
**Santa Cruz Port District
Statement of Fund Activity
As of March 31, 2022**

	Unrestricted Funds	Board Designated Funds				Restricted Funds	Total Funds
	General Fund	Intermed. Dredge	Reserve Fund	Capital Improvement	Election	BBVA Reserve	
Begin. Balance Apr. 1, 2021	\$ 25,464,649	\$ 30,975	\$ 1,888,692	\$ 1,503,898	\$ 199,825	\$ 1,017,050	\$ 30,105,089
FY21 Financial Results:							
YTD Budget report (Net Income)	\$ (922,469)						\$ (922,469)
CIP Expenditures	\$ 657,302			\$ (657,302)			\$ -
DIF Expenditures	\$ 176,175	\$ (176,175)					\$ -
BBVA Reserve Account Interest	\$ (98)					\$ 98	\$ -
Budget Designation:							
Mtg dtd 2/23/21 FY 2022 Budget	\$ (849,076)	\$ 272,762	\$ 76,139	\$ 500,000	\$ 175		\$ -
Ending Balance March 31, 2022	<u>\$ 24,526,484</u>	<u>\$ 127,561</u>	<u>\$ 1,964,831</u>	<u>\$ 1,346,597</u>	<u>\$ 200,000</u>	<u>\$ 1,017,148</u>	<u>\$ 29,182,620</u>
FY23 Budget							
CIP Projects FY23 Funding 2/15/22	(260,000)			382,000			
Reserve Policy	(145,813)		145,813				
Dredge Intermediate Fund 2/15/22	(177,151)	177,151					
Election Fund	0						
Projected Balance April 1, 2022	<u>\$ 23,943,520</u>	<u>\$ 304,712</u>	<u>\$ 2,110,644</u>	<u>\$ 1,728,597</u>	<u>\$ 200,000</u>	<u>\$ 1,017,148</u>	<u>\$ 29,304,620</u>

PERSONNEL PROFILE

The organization chart below is the basis of the FY23 budget projections. Positions shown with an associated FTE (full-time equivalent) number are regular, permanent positions assigned to each department. Positions shown with an asterisk and no FTE number are part-time temporary and/or seasonal workers.

Santa Cruz Port District Organization Chart FY23



Legend
 * = Part time/seasonal employee(s)
 = Reporting relationships vary

29 FTE Total

PERSONNEL PROFILE

Salary and benefit costs for all employees (regular FTE and temporary/seasonal) for FY21 through FY23 are tabulated below.

Salary and Benefit Costs

Overall Personnel Services costs in FY23 are approximately 9.8% over FY22. The increase is primarily due to negotiated contract increases, CalPERS-related pension costs, and the addition of one FTE Parking Coordinator position in the Operations department.

DEPARTMENT/SERVICE	FY21 SALARIES & BENEFITS BUDGET	FY22 SALARIES & BENEFITS BUDGET	FY22 SALARIES & BENEFITS PROJECTED	FY23 SALARIES & BENEFITS BUDGET	FY22 TO FY23 CHANGE
Administrative Services	705,504	731,170	653,595	810,870	+ 79,700
Operations ³	1,471,177	1,424,232	1,354,026	1,549,956	+ 125,724
Boatyard ¹	211,563	236,136	216,932	267,938	+ 31,802
Facilities Maintenance and Engineering ²	729,278	723,795	779,182	808,289	+ 84,494
Dredging Operations	865,738	890,751	851,055	964,437	+ 73,686
TOTALS	3,983,260	4,006,084	3,854,790	4,401,490	+ 395,406 (+ 9.8%)

FY16 Total FTE = 27.67
 FY17 Total FTE = 27.0
 FY18 Total FTE = 27.0

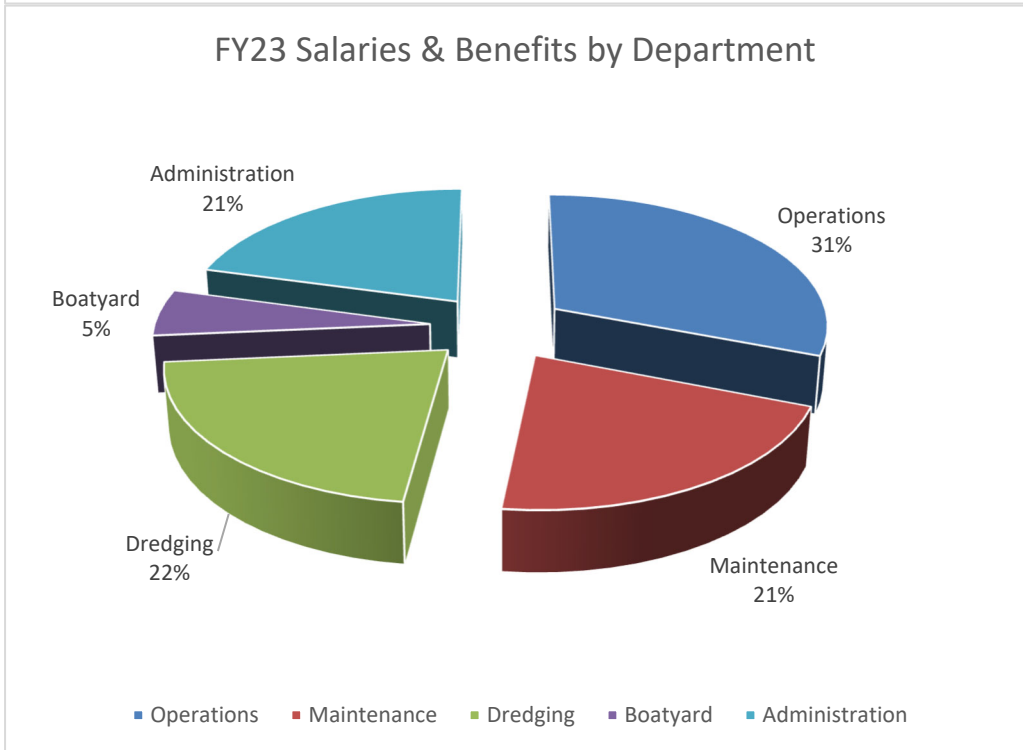
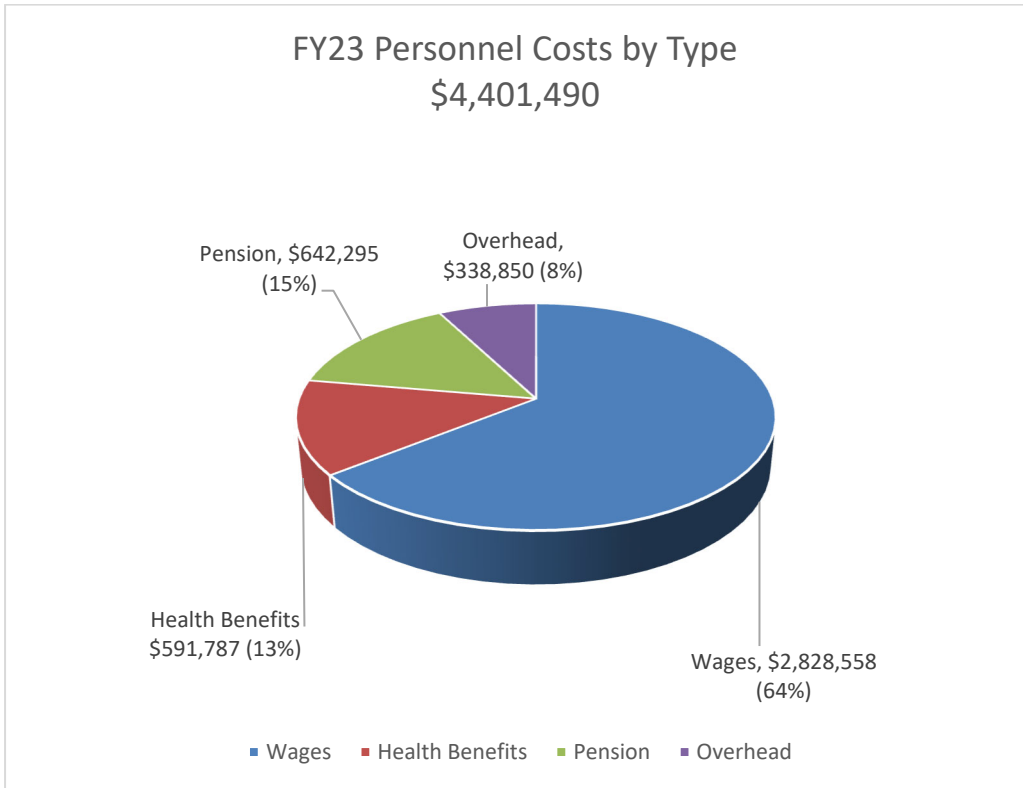
FY19 Total FTE = 29.0
 FY20 Total FTE = 29.0
 FY21 Total FTE = 29.0

FY22 Total FTE = 28.0
 FY23 Total FTE = 29.0

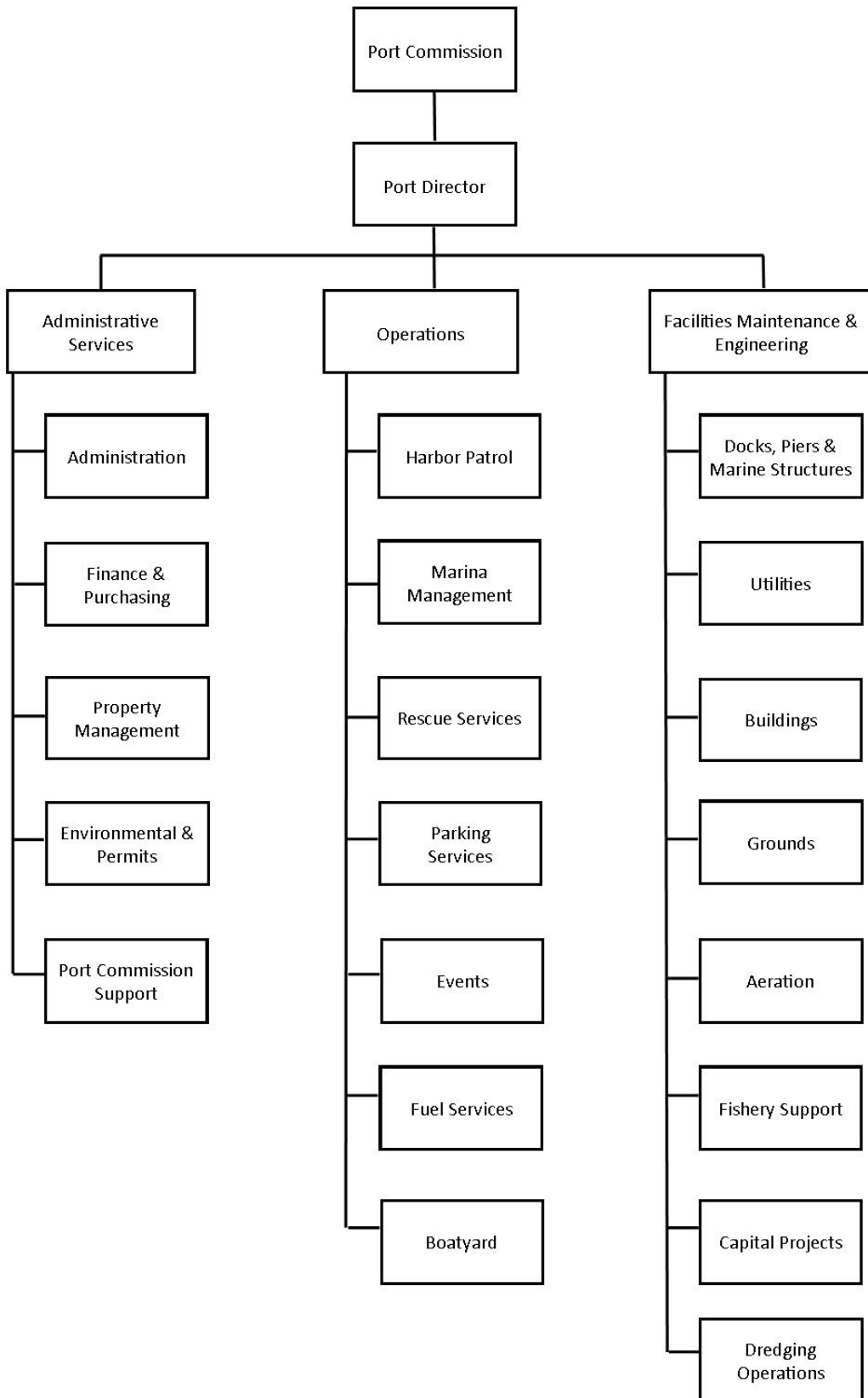
Notes:

1. The Boatyard is shown separately for additional clarity, but is overseen by the Operations Department.
2. The Dredging Operation is shown separately for additional clarity, but is overseen by Facilities Maintenance and Engineering.
3. The position Customer Service Representative is budgeted in Administration, but labor has been allocated to Operations (Marina Management).

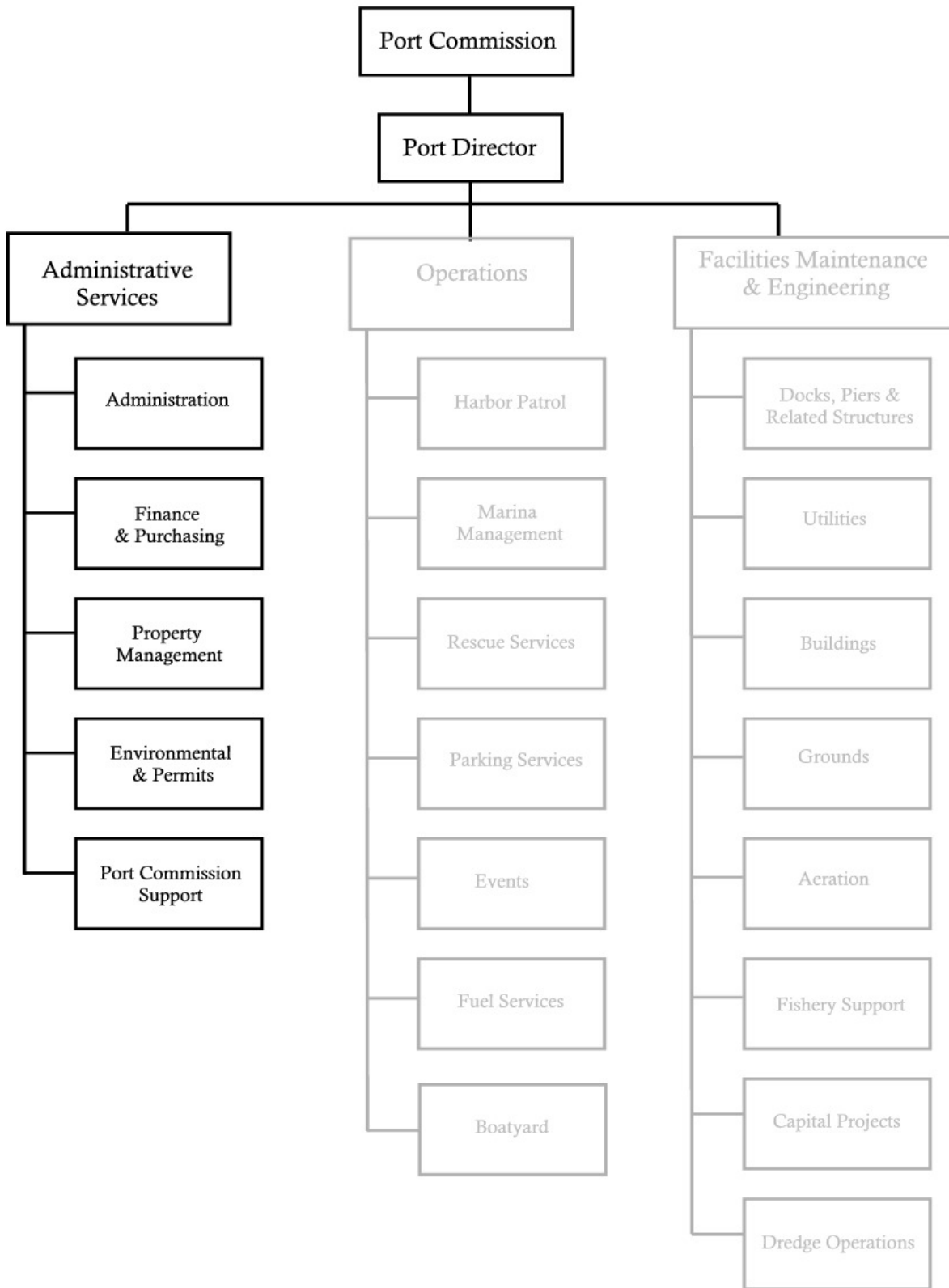
PERSONNEL PROFILE



DEPARTMENTS AND PROGRAMS



ADMINISTRATIVE SERVICES DEPARTMENT



ADMINISTRATIVE SERVICES DEPARTMENT

Admin. Department Summary

	FY 21 Actual	FY 22 Budget	FY 22 Projected	FY 23 Budget
Expenditures by Category:				
Personnel Services	715,196	731,170	653,595	810,870
Services & Supplies	945,771	1,041,800	1,176,357	1,069,100
Capital Outlay	0	0	253,249	0
Total Expenditures	1,660,966	1,772,970	1,829,952	1,879,970
Expenditures by Program:				
Administration	754,316	764,483	786,813	826,625
Finance & Purchasing	194,674	209,575	186,362	227,216
Property Management	515,499	546,648	650,513	555,579
Environmental & Permitting	139,892	195,175	93,056	192,405
Port Commission Support	56,585	57,089	113,208	78,145
Total Expenditures	1,660,966	1,772,970	1,829,952	1,879,970
Total Regular Personnel Funded	6.3	6.5	6.3	6.5
Temporary/Seasonal Personnel	Beach Monitors	Beach Monitors Office Support	Beach Monitors Office Support	Beach Monitors Office Support

Note: FTE equivalents are derived from percentages of salary & benefit costs by program.

ADMINISTRATIVE SERVICES DEPARTMENT

Administration

Administration encompasses the daily oversight of all Port District operations and programs, long-term planning, budget preparation, human resources and benefits management, website maintenance, customer service, public outreach and promotional activities, coordination with local and regional governments and organizations, and various activities undertaken by the Port Director and Administrative Services staff.

FY22 expenditures exceed budgeted due to unanticipated costs associated with the January 2022 tsunami, California Voting Rights Act (CVRA) transition, and down payment and escrow fees for the purchase of the commercial property carrying a professional administrative zoning status, located at 497 Lake Avenue (shown as capital outlay).

Administration (Program 110)

Expenditures	FY 21 Actual	FY 22 Budget	FY 22 Projected	FY 23 Budget
Personnel Services	428,496	417,183	380,077	466,825
Services & Supplies	325,820	347,300	406,736	359,800
Capital Outlay	0	0	253,249	0
Total	754,316	764,483	786,813	826,625
Funding Source(s)				
Rents	377,158	382,242	393,407	413,313
User Fees	377,158	382,242	393,407	413,313
Total	754,316	764,483	786,813	826,625
Regular Personnel	2.8 FTE	2.8 FTE	2.9 FTE	2.8 FTE
Temporary/Seasonal Personnel	Office Support	Office Support	N/A	Office Support

ADMINISTRATIVE SERVICES DEPARTMENT

Finance and Purchasing

Finance and purchasing activities include accounting for all Port District assets, revenues and expenses; administering payroll using an outside payroll processing contractor; financing; preparing budget monitoring and quarterly reports; contracting for services; preparing for and participating in annual outside audits of Port District financial statements; performing tenant-related audits; tracking grant-related expenditures and reimbursements. Finance and purchasing staff perform ongoing work to develop and refine purchasing procedures and financial reporting for transparency purposes.

Finance & Purchasing (Program 120)

Expenditures	FY 21 Actual	FY 22 Budget	FY 22 Projected	FY 23 Budget
Personnel Services	145,718	154,175	139,062	172,816
Services & Supplies	48,956	55,400	47,300	54,400
Total	194,674	209,575	186,362	227,216
Funding Source(s)				
User Fees	194,674	209,575	186,362	227,216
Total	194,674	209,575	186,362	227,216
Regular Personnel				
	.8 FTE	.7 FTE	0.7 FTE	.8 FTE
Temporary/Seasonal Personnel				
	Office Support	Office Support	N/A	Office Support

ADMINISTRATIVE SERVICES DEPARTMENT

Property Management

Property management activities include serving as the primary contact for landside tenants, negotiating new and revised leases and easements, advertising space available for rent, monitoring rental payments and applying rent adjustments. Utilities, garbage service and sanitary district charges for the District’s rental properties are included as expenses in this program. Revenues for utility, garbage and sanitary district charges paid by tenants through the Port District are included in Rents. Utility charges paid directly by the tenant to the service provider are not included in the operating budget.

Property Management (Program 130)

Expenditures	FY 21 Actual	FY 22 Budget	FY 22 Projected	FY 23 Budget
Personnel Services	24,804	26,398	27,857	29,529
Services & Supplies	490,695	520,250	622,655	526,050
Total	515,499	546,648	650,513	555,579
Funding Source(s)				
Rents	515,499	546,648	650,513	555,579
Total	515,499	546,648	650,513	555,579
Regular Personnel				
	1.7 FTE	1.9 FTE	2.0 FTE	1.9 FTE
Temporary/Seasonal Personnel				
	N/A	Office Support	N/A	Office Support

ADMINISTRATIVE SERVICES DEPARTMENT

Environmental and Permitting

The environmental and permitting work includes managing the beach quality monitoring and hydrogen sulfide protocol during dredging activities, negotiating new permits and amendments with the Army Corps of Engineers, US Environmental Protection Agency, California Coastal Commission, Regional Water Quality Control Board, Monterey Bay National Marine Sanctuary, Monterey Bay Unified Air Pollution Control District and other agencies for dredging and disposal operations and permitting for other construction activities, stormwater management and environmental programs. Environmental and permitting oversees the harbor's Clean Marina Program.

Environmental & Permitting (Program 140)

Expenditures	FY 21 Actual	FY 22 Budget	FY 22 Projected	FY 23 Budget
Personnel Services	69,755	83,225	50,123	80,455
Services & Supplies	70,138	111,950	42,934	111,950
Total	139,892	195,175	93,056	192,405
Funding Source(s)				
Intergovernmental	0	0	0	0
User Fees	139,892	195,175	93,056	192,405
Total	139,892	195,175	93,056	192,405
Regular Personnel	.8 FTE	.7 FTE	.7 FTE	.7 FTE
Temporary/Seasonal Personnel	Beach Quality Monitors	Beach Quality Monitors	Beach Quality Monitors	Beach Quality Monitors

ADMINISTRATIVE SERVICES DEPARTMENT

Port Commission Support

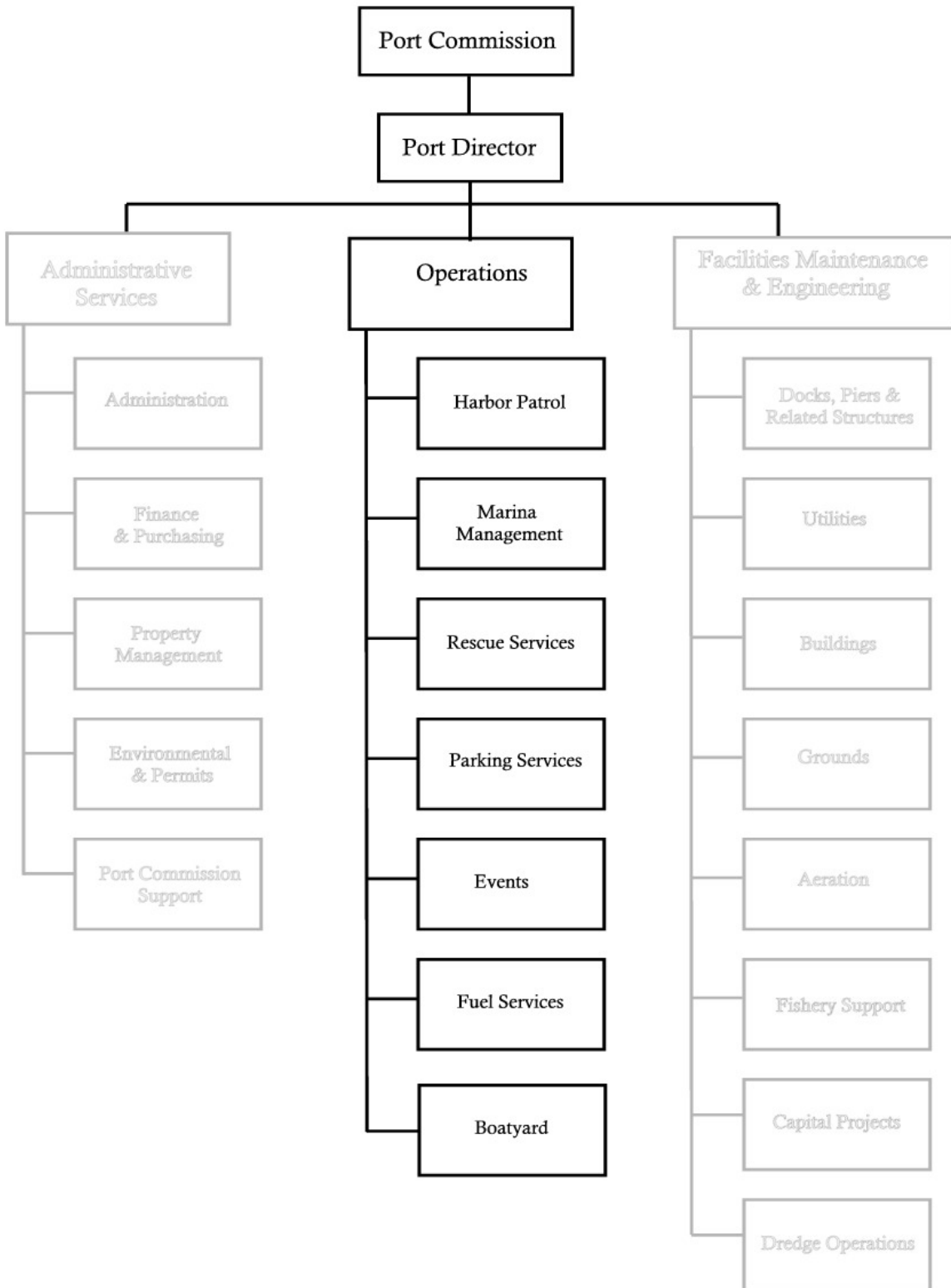
Activities that provide staff support for the Port Commission include developing meeting agendas, staff reports and minutes; coordinating with the County Elections Department and ensuring compliance with the Brown Act; intergovernmental relations and adopted Port Commission policies and procedures.

In FY21, the Port Commission Support program included one-time funding for development of an informational report summarizing Santa Cruz Harbor’s economic benefits to the community; however, that report has been delayed indefinitely due to COVID-19-related budget impacts.

Port Commission Support (Program 190)

Expenditures	FY 21 Actual	FY 22 Budget	FY 22 Projected	FY 23 Budget
Personnel Services	46,423	50,189	56,477	61,245
Services & Supplies	10,162	6,900	56,731	16,900
Total	56,585	57,089	113,208	78,145
Funding Source(s)				
User Fees	56,585	57,089	113,208	78,145
Total	56,585	57,089	113,208	78,145
Regular Personnel				
	.2 FTE	.3 FTE	.2 FTE	.3 FTE
Temporary/Seasonal Personnel				
	Office Support	Office Support	N/A	Office Support

OPERATIONS DEPARTMENT



OPERATIONS DEPARTMENT

Operations Dept. Summary

	FY 21 Actual	FY 22 Budget	FY 22 Projected	FY 23 Budget
Expenditures by Category:				
Personnel Services	1,500,456	1,666,868	1,570,958	1,824,394
Services & Supplies	717,165	864,680	1,218,708	934,631
Capital Outlay	0	0	70,884	4,000
Total Expenditures	2,217,621	2,531,548	2,789,665	2,759,025
Expenditures by Program:				
Harbor Patrol	669,827	721,534	693,195	807,951
Marina Management	483,427	512,134	509,294	563,149
Rescue Services	84,414	122,463	115,867	125,105
Parking Services	248,635	323,993	353,696	373,217
Events	0	35,344	19,868	34,399
Fuel Services	427,766	491,444	780,077	493,291
Boatyard	303,551	324,636	317,668	361,913
Total Expenditures	2,217,621	2,531,548	2,789,665	2,759,025
Total Regular Personnel Funded	10	9.4	9.4	9.5
Temporary/Seasonal Personnel	Reserve DHM Launch Parking Water Taxi	Reserve DHM Launch Parking Water Taxi	Reserve DHM Launch Parking Water Taxi	Reserve DHM Launch Parking Water Taxi

Note: FTE equivalents are derived from percentages of salary & benefit costs by program.

OPERATIONS DEPARTMENT

Harbor Patrol

The Harbor Patrol with limited assistance from contract operators currently provide security and enforcement of Port District ordinances, California Harbors and Navigation, Penal and Vehicle Codes. Deputy Harbormasters provide site security and traffic control, make arrests, prepare incident reports and provide mutual aid response to other law enforcement agencies. In addition to law enforcement duties, deputy Harbormasters perform vessel search and rescue services, and a wide range of program management and customer services.

The County of Santa Cruz contributes \$50,000 annually in support of the Harbor Patrol’s marine search and rescue program. Half of the funding is allocated to support the Harbor Patrol program, and half of the funding supports Rescue Services.

Harbor Patrol (Program 210)

Expenditures	FY 21 Actual	FY 22 Budget	FY 22 Projected	FY 23 Budget
Personnel Services	619,869	651,034	598,044	671,770
Services & Supplies	49,958	70,500	95,151	136,181
Capital Outlay	0	0	19,000	0
Total	669,827	721,534	693,195	807,951
Funding Source(s)				
Rents	267,931	288,614	277,278	323,180
User Fees	376,896	407,920	388,189	452,452
Intergovernmental	25,000	25,000	27,728	32,318
Total	669,827	721,534	693,195	807,951
Regular Personnel	2.5 FTE	2.6 FTE	2.6 FTE	2.8 FTE
Temporary/Seasonal Personnel	Reserve DHM	Reserve DHM	Reserve DHM	Reserve DHM

OPERATIONS DEPARTMENT

Marina Management

Deputy Harbormaster and Operations staff manage and assigns berths and dry storage areas; monitor docks and dry storage areas for safety; staff the front counter 362 days per year; administer invoicing and payment processes; monitor vessel use and confirm current registration; perform vessel serviceability checks and electrolysis checks on an as needed basis; manage the waiting list; develop delinquency reports; conduct lien sales, provide customer service and manage the harbor's database.

Marina Management (Program 220)

Expenditures	FY 21 Actual	FY 22 Budget	FY 22 Projected	FY 23 Budget
Personnel Services	447,988	476,534	463,747	527,774
Services & Supplies	35,439	35,600	45,547	35,375
Total	483,427	512,134	509,294	563,149
Funding Source(s)				
Rents		0	0	0
User Fees	483,427	512,134	509,294	563,149
Total	483,427	512,134	509,294	563,149
Regular Personnel				
	1.9 FTE	1.9 FTE	1.9 FTE	1.9 FTE
Temporary/Seasonal Personnel				
	Reserve DHM	Reserve DHM	Reserve DHM	Reserve DHM

Note: Front desk staffing is budgeted and overseen by Administration, though labor costs have been allocated to Marina Management.

OPERATIONS DEPARTMENT

Rescue Services

Rescue services are provided by Harbor Patrol using one of two patrol vessels (Zodiac patrol vessel *Scout* and the new 36' Moose patrol vessel). During FY22, the Port District retired the former *Almar* patrol boat and took possession of a new, 36' Moose patrol boat, which was funded entirely by a grant from the State of California.

Rescues performed using the new Moose Patrol Boat are often conducted under the Coastal Incident Response Plan (CIRP) in coordination with City, County and State resources. The US Coast Guard staffs its Santa Cruz station in the harbor on weekends between Memorial Day and Labor Day. The Harbor Patrol and USCG coordinate efforts on those days.

Commencing in FY17, the Port District contracted with the City of Santa Cruz to provide staffing and oversight of the beach lifeguard program for approximately the same cost as in-house services. Since FY20, the Port District has contracted with State Parks to provide lifeguard service.

The County of Santa Cruz contributes \$50,000 annually in support of the Harbor Patrol's marine search and rescue program. Half of the funding is allocated to support the Rescue Services program, and half of the funding supports the Harbor Patrol program.

Rescue Services (Program 230)

Expenditures	FY 21 Actual	FY 22 Budget	FY 22 Projected	FY 23 Budget
Personnel Services	55,662	71,183	59,400	73,105
Services & Supplies	28,752	51,280	56,467	52,000
Total	84,414	122,463	115,867	125,105
Funding Source(s)				
Intergovernmental	25,000	25,000	25,000	25,000
Rents	10,000	10,000	10,000	10,000
User Fees	49,414	87,463	80,867	90,105
Total	84,414	122,463	115,867	125,105
Regular Personnel				
	.4 FTE	0.4 FTE	.4 FTE	0.4 FTE
Temporary/Seasonal Personnel	Reserve DHM Safety Boat	Reserve DHM	Reserve DHM Safety Boat Lifeguards	Reserve DHM Lifeguard

OPERATIONS DEPARTMENT

Parking Services

Parking services encompass oversight and daily maintenance of the automated concession parking lot equipment serving 2222 East Cliff Drive, the Crow's Nest and its Beach Market, Café el Palomar, the SUP Shack and Harbor Beach; beach parking permit sales; slip licensee and employee parking permits; launch ramp parking and permits; shuttle van and water taxi services, and parking ordinance enforcement. Revenues from parking meters, pay stations, permit sales and concession lot receipts are used to fund parking services. Harbor patrol officers provide parking services with assistance from part-time / temporary staff. The FY23 budget restores one full-time equivalent position (Parking Coordinator), which was initially eliminated in FY21 due to COVID-19-related impacts.

Parking Services (Program 240)

Expenditures	FY 21 Actual	FY 22 Budget	FY 22 Projected	FY 23 Budget
Personnel Services	126,114	160,893	177,950	211,217
Services & Supplies	122,521	163,100	175,746	162,000
Capital Outlay	0	0	0	0
Total	248,635	323,993	353,696	373,217
Funding Source(s)				
User Fees	159,294	231,493	255,846	280,717
Parking Fines	89,341	92,500	97,850	92,500
Total	248,635	323,993	353,696	373,217
Regular Personnel				
	1.5 FTE	1.3 FTE	1.3 FTE	1.3 FTE
Temporary/Seasonal Personnel	Parking Attendants, Launch Attendants, Land Shuttle, Water Taxi Captain and Crew			

OPERATIONS DEPARTMENT

Events

This program is jointly managed by Operations and Administrative Services, and comprises permitting, transportation and security for special events hosted by the Port District, the Crow's Nest Thursday night beach barbecues, beach volleyball tournaments, regattas, and other special events.

Events (Program 250)

Expenditures	FY 21 Actual	FY 22 Budget	FY 22 Projected	FY 23 Budget
Personnel Services	0	26,144	16,618	26,899
Services & Supplies	0	9,200	3,250	7,500
Total	0	35,344	19,868	34,399
Funding Source(s)				
Rents	0	25,000	25,000	25,000
Charges for Services	0	5,000	1,352	5,000
User Fees	0	5,344		4,791
Total	0	35,344	19,868	34,399
Regular Personnel	0.2 FTE	0.1 FTE	0.1 FTE	0.2 FTE
Temporary/Seasonal Personnel	Parking Attendants, Land Shuttle			

OPERATIONS DEPARTMENT

Fuel Services

The Port District took over operation and maintenance of the harbor's fuel dock in July 2010. The program is managed by Deputy Harbormaster staff.

Recurring program costs include staff, fuel purchases, taxes, storage tank fees and maintenance, inspections, insurance, credit card fees, regulatory compliance and spill prevention equipment and supplies.

Fuel Services (Program 280)

Expenditures	FY 21 Actual	FY 22 Budget	FY 22 Projected	FY 23 Budget
Personnel Services	31,690	44,944	38,267	45,691
Services & Supplies	396,076	446,500	741,810	447,600
Capital Outlay*	0	22,000	21,840	0
Total	427,766	491,444	780,077	493,291
Funding Source(s)				
Charges for Services	0	0	0	0
Fuel Sales	427,766	491,444	780,077	493,291
Total	427,766	491,444	780,077	493,291
Regular Personnel				
	1.8 FTE	2.1 FTE	2.3 FTE	1.7 FTE
Temporary/Seasonal Personnel				
	Fuel Dock Attendant	Fuel Dock Attendant	Fuel Dock Attendant	Fuel Dock Attendant

OPERATIONS DEPARTMENT

Santa Cruz Harbor Boatyard

The Port District took over operation and maintenance of the boatyard in 2014. Recurring program costs include staff, spill prevention equipment, supplies, stormwater filtration costs, and equipment maintenance and fuel. Staff, with support from a contract Qualified Industrial Stormwater Practitioner (QISP), is striving to meet increasingly stringent stormwater pollution prevention regulations. Some stormwater service expenditures are captured in Environmental Permitting, while office equipment and claims paid are captured in Administration.

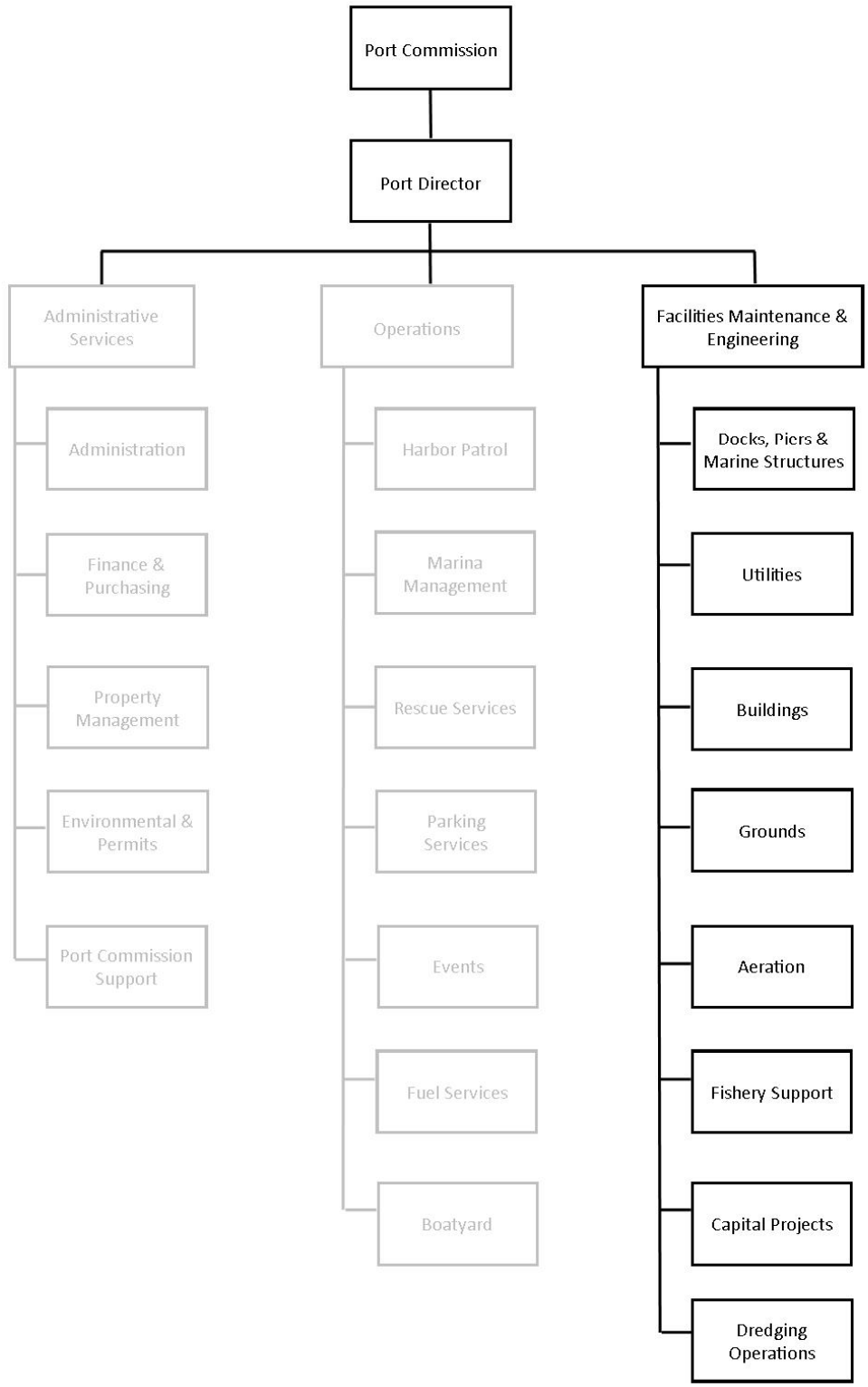
The boatyard is not projected to require proceeds to support expenditures in FY22. While Boatyard revenues do not account for interdepartmental services provided by the boatyard, in FY22 (to date), the retail value of the interdepartmental services provided by the boatyard is estimated at approximately \$58,500. Boatyard revenue is currently projected to exceed program expenses in FY22. \$4,000 in capital outlay is included in the FY23 budget to fund the purchase of a manual or used forklift to assist with moving stands, blocks, etc.

Boatyard and management staff continue to assess the operation to identify opportunities to expand boatyard revenue.

Boatyard (Program 500)

Expenditures	FY 21 Actual	FY 22 Budget	FY 22 Projected	FY 23 Budget
Personnel Services	219,133	236,136	216,932	267,938
Services & Supplies	84,419	88,500	100,736	93,975
Capital Outlay*	0	0	30,044	4,000
Total	303,551	324,636	317,668	361,913
Funding Source(s)				
Charges for Services	0	0	0	0
Proceeds	0	0	0	0
Boatyard Fees	303,551	324,636	317,668	361,913
Total	303,551	324,636	317,668	361,913
Regular Personnel				
	2.1 FTE	2.1 FTE	2.1 FTE	1.2 FTE
Temporary/Seasonal Personnel				
	Boatyard Crew	Boatyard Crew	Boatyard Crew	Boatyard Crew

FACILITIES MAINTENANCE AND ENGINEERING DEPARTMENT



FACILITIES MAINTENANCE AND ENGINEERING DEPARTMENT

Facilities Maintenance and Engineering Summary

	FY 21 Actual	FY 22 Budget	FY 22 Projected	FY 23 Budget
Expenditures by Category:				
Personnel Services	1,538,344	1,614,546	1,630,238	1,772,726
Services & Supplies	1,721,521	1,940,259	1,927,092	2,030,855
Capital Outlay	218,845	272,762	273,888	177,151
Total Expenditures	3,259,866	3,554,805	3,557,329	3,803,581
Expenditures by Program:				
Docks, Piers, Marine Str.	269,259	297,927	325,054	340,916
Utilities Maintenance	86,065	95,943	106,634	104,396
Building Maintenance	323,175	395,252	339,831	410,949
Grounds Maintenance	733,459	786,798	817,474	838,072
Aeration Program	40,797	57,340	45,559	57,385
Fishery Support	5,063	16,322	10,152	16,027
Capital Projects	444,826	417,797	483,355	466,799
Dredge Operations	1,357,221	1,487,426	1,429,270	1,569,037
Total Expenditures	3,259,866	3,554,805	3,557,329	3,803,581
Total Regular Personnel Funded	12	13.4	13	13.1
Temporary/Seasonal Personnel	Custodian	Custodian Maint. Support	Custodian Maint. Support	Custodian Maint. Support

Note: FTE equivalents are derived from percentages of salary & benefit costs by program.

FACILITIES MAINTENANCE AND ENGINEERING DEPARTMENT

Docks, Piers and Other Marine Structures

Activities in this program include maintenance and repairs of existing docks and piers; routine maintenance of piles and appurtenant equipment; maintenance of floats, seawalls, cranes, jetties, gates, brow piers and gangways.

Docks, Piers, and Other Marine Structures (Program 310)

Expenditures	FY 21 Actual	FY 22 Budget	FY 22 Projected	FY 23 Budget
Personnel Services	109,019	121,327	154,680	144,816
Services & Supplies	160,240	176,600	170,374	196,100
Capital Outlay	0	0	0	0
Total	269,259	297,927	325,054	340,916
Funding Source(s)				
User Fees	269,259	297,927	325,054	340,916
Total	269,259	297,927	325,054	340,916
Regular Personnel	1.0 FTE	.9 FTE	.9 FTE	1.1 FTE
Temporary/Seasonal Personnel	N/A	N/A	N/A	N/A

FACILITIES MAINTENANCE AND ENGINEERING DEPARTMENT

Utilities Maintenance

Utility maintenance includes repairs to landside and dock electrical and plumbing facilities; operation and maintenance of seven sanitary sewer lift stations; maintenance of parking lot, dock and storage area lighting; and storm drain inspections and cleaning.

Utilities Maintenance (Program 320)

Expenditures	FY 21 Actual	FY 22 Budget	FY 22 Projected	FY 23 Budget
Personnel Services	62,576	63,193	76,858	71,646
Services & Supplies	23,490	32,750	29,776	32,750
Capital Outlay		0		
Total	86,065	95,943	106,634	104,396
Funding Source(s)				
Rents	46,475	51,809	45,400	68,000
User Fees	39,590	44,134	61,234	36,396
Total	86,065	95,943	106,634	104,396
Regular Personnel				
	.5 FTE	.5 FTE	.3 FTE	.4 FTE
Temporary/Seasonal Personnel				
	N/A	N/A	N/A	N/A

FACILITIES MAINTENANCE AND ENGINEERING DEPARTMENT

Building Maintenance

There are 26 buildings housing over 40 tenants, harbor administration, operations and maintenance functions, restrooms and miscellaneous storage facilities throughout the harbor. Activities include the full spectrum of repairs, paint, carpet, roofing, HVAC, elevator service, alarm maintenance and cleaning/custodial services.

Building Maintenance (Program 330)

Expenditures	FY 21 Actual	FY 22 Budget	FY 22 Projected	FY 23 Budget
Personnel Services	102,101	125,277	101,863	137,724
Services & Supplies	221,073	269,975	237,969	273,225
Total	323,175	395,252	339,831	410,949
Funding Source(s)				
Rents	323,175	395,252	339,831	410,949
Total	323,175	395,252	339,831	410,949
Regular Personnel	1.1 FTE	1.4 FTE	1.4 FTE	1.4 FTE
Temporary/Seasonal Personnel	N/A	N/A	N/A	N/A

FACILITIES MAINTENANCE AND ENGINEERING DEPARTMENT

Grounds

Harbor property encompasses approximately nine landside acres that attract thousands of visitors each year. Activities include maintenance of landscaped areas; parking lots and meters; striping; signs; fences; walkways; commemorative plazas; retaining walls; litter collection, control and transport; recycling services; cleaning of impounded boats for lien sale; pressure washing of docks; street sweeping; and fish table cleaning and maintenance.

Grounds services and general maintenance were previously supported by one unrepresented, provisional employee whose position was eliminated in FY21 due to COVID-19 related budget impacts. Grounds services are being performed by in-house crews, with support from one part-time employee who provides weekend janitorial service and a contractor who provides garbage collection, recycling sorting and transport.

Grounds (Program 340)

Expenditures	FY 21 Actual	FY 22 Budget	FY 22 Projected	FY 23 Budget
Personnel Services	364,623	369,798	416,808	410,572
Services & Supplies	368,836	417,000	400,666	427,500
Capital Outlay*	0	0	0	0
Total	733,459	786,798	817,474	838,072
Funding Source(s)				
Rents	227,372	243,907	200,000	260,000
User Fees	506,087	542,891	617,474	578,072
Total	733,459	786,798	817,474	838,072
Regular Personnel	2.6 FTE	3.0 FTE	2.8 FTE	2.9 FTE
Temporary/Seasonal Personnel	Weekend Custodian	Weekend Custodian	Weekend Custodian	Weekend Custodian

FACILITIES MAINTENANCE AND ENGINEERING DEPARTMENT

Aeration Program

This program involves the annual installation of 24 electric powered aerators mounted in strategic locations throughout the harbor to respond to high fish count and low dissolved oxygen events. The harbor had experienced devastating fish kills, primarily schools of anchovies, in years past, requiring costly cleanup and repair operations. The current aeration program is a joint effort between the Facilities Maintenance and Engineering Department and the Harbor Patrol to monitor fish populations and dissolved oxygen levels, and be prepared to respond quickly to ameliorate poor conditions and prevent another kill.

Aeration Program (Program 350)

Expenditures	FY 21 Actual	FY 22 Budget	FY 22 Projected	FY 23 Budget
Personnel Services	19,806	26,340	20,317	26,385
Services & Supplies	20,991	31,000	25,242	31,000
Total	40,797	57,340	45,559	57,385
Funding Source(s)				
User Fees	40,797	57,340	45,559	57,385
Total	40,797	57,340	45,559	57,385
Regular Personnel				
	.2 FTE	.2 FTE	.2 FTE	.2 FTE
Temporary/Seasonal Personnel				
	N/A	.3 FTE	N/A	N/A

FACILITIES MAINTENANCE AND ENGINEERING DEPARTMENT

Fishery Support

Fishery Support (formerly known as the “Ice Production” program), was established when the large Sunwell ice production plant was still in operation. The plant was removed in 2013, due to repeated failures and the high cost of maintenance and repairs, and was replaced with a smaller, compact machine that is easily managed and operated by the resident fish buyer and harbor staff. As a result, program costs dropped to very low levels.

The commercial fishing fleet, resident fish buyer and the facilities that support their activities is supported by the Port District. The FY23 budget includes funding for maintenance of the hoists, working with commercial fishermen on landings administration, and for updating policies associated with the fishery.

Fishery Support (Program 360)

Expenditures	FY 21 Actual	FY 22 Budget	FY 22 Projected	FY 23 Budget
Personnel Services	5,063	12,822	8,602	12,527
Services & Supplies	0	3,500	1,550	3,500
Total	5,063	16,322	10,152	16,027
Funding Source(s)				
User Fees	5,063	16,322	10,152	16,027
Total	5,063	16,322	10,152	16,027
Regular Personnel	.1 FTE	.1 FTE	<.1 FTE	.1 FTE
Temporary/Seasonal Personnel	N/A	N/A	N/A	N/A

FACILITIES MAINTENANCE AND ENGINEERING DEPARTMENT

Capital Projects

This program provides staffing to develop and manage the Port District’s Capital Improvement Program. Work in this section may involve preliminary engineering, such as site inspections or concept development, grant applications, and other work in support of capital projects.

Capital projects recommended for FY23 are detailed in the Capital Improvement Program later in this report.

Capital Projects (Program 390)

Expenditures	FY 21 Actual	FY 22 Budget	FY 22 Projected	FY 23 Budget
Personnel Services	1,630	5,038	55	4,619
Services & Supplies	443,196	412,759	483,300	462,180
Total	444,826	417,797	483,355	466,799
Funding Source(s)				
User Fees	444,826	417,797	483,355	466,799
Total	444,826	417,797	483,355	466,799
Regular Personnel	2.0 FTE	1.7 FTE	2.0 FTE	1.6 FTE
Temporary/Seasonal Personnel	N/A	N/A	N/A	N/A

FACILITIES MAINTENANCE AND ENGINEERING DEPARTMENT

Dredging Operations

Activities involve annual dredging of the federal entrance channel and selected areas of the inner-harbor, primarily the north harbor where sedimentation from Arana Gulch most impacts depths. Also included are maintenance and repairs to the dredges *Twin Lakes* and *Squirt* and other equipment required to perform dredging (e.g., crane, submersible pump, dozer, forklift, pipe welder, and anchors).

Environmental efforts in support of Dredging Operations are budgeted separately under the Administrative Services Department and include many of the costs associated with dredge permitting, monitoring and compliance reporting to several regulatory agencies.

The U.S. Army Corps of Engineers provides support for the dredging by reimbursing 35% of the average operations and maintenance costs. The Port District is currently being reimbursed \$525,000/year. Shortfall funding in the amount of \$140,000 from calendar year 2021, was received in FY22.

Dredging Operations (Program 400)

Expenditures	FY 21 Actual	FY 22 Budget	FY 22 Projected	FY 23 Budget
Personnel Services	873,526	890,751	851,055	964,437
Services & Supplies	483,696	596,675	578,215	604,600
Capital Outlay	218,845	272,762	273,888	177,151
Transfers Out	-218,845	-272,762	-272,762	-177,151
Total	1,357,221	1,487,426	1,429,270	1,569,037
Funding Source(s)				
User Fees	1,357,221	1,487,426	1,429,270	1,569,037
Total	1,357,221	1,487,426	1,429,270	1,569,037
Regular Personnel				
	5.3 FTE	5.3 FTE	5.3 FTE	5.4 FTE
Temporary/Seasonal Personnel				
	HDW (Prov)	HDW (Prov)	HDW (Prov)	P/T HDW

DREDGING EQUIPMENT

A major overhaul of the workboat *Dauntless* was performed in 2018. Two items scheduled as part of that overhaul were replacement of the A-frame and replacement of the deck. Replacement of the deck was reprogrammed in FY20 but never completed, and remains an unfunded item. Replacement of the A-frame was completed in FY22.

As noted in the Dredging Operations budget program, the U.S. Army Corps of Engineers provides support for the dredging by reimbursing 35% of the average operations and maintenance costs. The Port District is currently being reimbursed \$525,000/year.

The FY22 budget provided a \$100,000 allowance to be used for unspecified dredge system equipment replacement / repair needs. As a result of damage sustained to the dredge equipment during the tsunami event of January 15, 2022, the totality of this allowance has been expended. Some items were eliminated from the draft FY23 operating budget and DIF to ensure a balanced budget.

The following items have been identified as priorities for the dredging program in FY 23.

FY 23 BUDGET -- DREDGE INTERMEDIATE FUND

ASSET	ITEM	IDENTIFIED NEEDS
TWIN LAKES	Snorkel Elbow Replacement	\$ 18,000
	Spare Parts Replacement	\$ 25,000
	Christmas Tree Lifting System	\$ 40,000
		\$ 83,000
DAUNTLESS	Rudder Shaft Replacement	\$ 15,000
	Cab Roof Replacement	\$ 10,000
	Electrical System Rewiring	\$ 15,000
		\$ 40,000
MISCELLANEOUS	Replacement Truck	\$ 45,000
	Track Fusion Machine Trailer	\$ 9,000
	16" Flexible Dredge Hoses	\$ 30,000
		\$ 84,000
FY23 IDENTIFIED DREDGE INTERMEDIATE FUND NEEDS		\$ 207,000
PROJECTED FY22 DREDGE INTERMEDIATE FUND BALANCE		\$ 29,849
PROJECTED FY23 DREDGE INTERMEDIATE FUNDING NEED		\$ 177,151

DREDGING EQUIPMENT (continued from previous page)

Unfunded Dredge Intermediate Fund Items

The following equipment / recommended funding set-asides are unfunded in the FY23 DIF:

FY23 UNFUNDED DREDGE INTERMEDIATE FUND ITEMS			
<i>Twin Lakes</i>	*Haul (partial set aside)	\$	75,000
<i>Dauntless</i>	Deck replacement	\$	52,000
Miscellaneous	Semi-Permanent Work Area Canopy	\$	14,000

**Item eliminated from the draft FY22 & FY23 budgets due to funding shortfalls*

Note: Funding for a Toyo barge was included in the FY21 DIF, but eliminated in April 2020, due to COVID-19 related budget impacts. Staff does not currently foresee a need for the Toyo Barge, so it has been removed from the list of unfunded items.

CAPITAL OUTLAY

The following capital outlay items are included in the FY23 budget:

- Boatyard: \$4,000 to purchase a manual or used forklift.

The following requests for equipment are unfunded in the FY23 budget:

- Parking Control: \$10,000 to purchase a golf cart
- Buildings / Grounds: \$45,000 to purchase a replacement truck
- Grounds: \$75,000 to purchase a new garbage compactor (grant funding is being researched as a potential option for funding this replacement).

CAPITAL IMPROVEMENT PROGRAM

The Capital Improvement Program and fund balance propose \$382,000 in new funding for capital improvement projects in FY23, and assignment of \$240,000 in existing Unallocated CIP Funds in support of identified projects.

The proposed 5-Year Capital Improvement Program is included as Appendix D.

DEBT SERVICE

During FY14, the District embarked on a refinancing (aka “refunding”) of its existing debt which comprised loans from the California Department of Boating and Waterways (DBW) and bonds financed through the California Maritime Infrastructure Association (CMIA). The DBW loans carried an interest rate of 4.5%, and interest on the CMIA bonds ranged from 5.3% to 8.4%. The existing debt was scheduled for pay off in 2042. DBW loans had been used to finance reconstruction of G, J, W and X dock following the 1989 Loma Prieta earthquake. CMIA bonds were used to finance improvements at 2222 East Cliff Drive, AA Dock and 555 Brommer Street Extension.

One goal of the refinancing program was to reduce the District’s debt to a level that would allow additional borrowing in order to fund a replacement for the aging dredge *Seabright*. The estimated cost of a new dredge was \$3-4 million.

Funding in the amount of \$4 million to replace the dredge *Seabright* and \$750,000 to pay off existing pension withdrawal liability was added to the financing package for a total amount of \$16,803,405. The table below illustrates the District’s financing needs, refinanced debt and payoff years for each.

Financing Needs	Source	Principal Amount (in 000’s)	Interest Rate	Total Cost	Payoff Year
Tax Exempt Loans	DBW	9,116	4.5%	14,620	2042
Tax Exempt Bonds	CMIA	835	5.3%	1,150	2024
Taxable Bonds ¹	CMIA	1,670	8.4%	2,612	2024
Tax Exempt Loan	CSDA	4,000	7.5%	6,696	2029
Tax Exempt Loan	Unknown	750	7.5%	1,274	2029
TOTALS:		16,371		26,352	
Refinanced					
Tax Exempt Loans	BBVA Compass Bank	14,419	3.09%	18,454	2029
Taxable Bonds	BBVA Compass Bank	2,384	4.74%	3,131	2026
TOTALS:		16,803		21,585	

A term of the refinancing package required the District to terminate its line of credit with Comerica Bank. The District replaced it with a \$4 million line of credit at BBVA Compass Bank, which was needed at the time to provide funding for tsunami repair work. The line of credit limit was reduced in FY15 in order to save “unused credit” fees on the line. In FY18, the term on \$2 million line of credit was extended.

¹ The interest rate the District was paying toward CMIA Series 2004C Bonds was scheduled to increase from 7.5% to 8.4% in May 2014.

DEBT SERVICE

The District’s agreements with BBVA Compass Bank included covenants to maintain adequate coverage for debt service for the life of the loans. Debt Service Ratio (DSR) covenants required the District to prescribe and collect fees and charges for services at least equal to 125% of its debt service after operating and maintenance expenses for the fiscal year. In addition, the District’s revenues were required to at least equal 140% of its debt service after operating and maintenance expenses or be subject to depositing additional funds with the bank to be held in reserve.

During FY19, the Port District secured \$3,350,000 in new tax-exempt financing from BBVA Compass Bank at an interest rate of 3.5% to fund two Capital Improvements Projects: the Aldo’s Seawall Replacement Project (F027) and the Piling Replacement Project (F005). The Port District successfully negotiated a reduction to its Debt Service Ratio (DSR) covenants. While the Port District is required to prescribe and collect fees and charges for services at least equal to 125% of the debt service after operating and maintenance expenses for the fiscal year, it is no longer required to achieve revenues equal to 140% of its debt service after operating and maintenance expenses or be subject to depositing additional funds to be held in reserve. Additionally, BBVA Compass Bank agreed to treat non-cash pension liability like depreciation for purposes of calculating the Port District’s DSR. A term of the new debt financing package required the District to terminate its \$2 million line of credit with BBVA Compass Bank. These amended terms apply to the Port District’s new debt and debt refinanced in FY14.

The table below illustrates the District’s new debt acquired in FY19, and payoff years for each.

Refinanced	Source	Principal Amount (in 000’s)	Interest Rate	Total Cost	Payoff Year
Tax Exempt Loan	BBVA Compass Bank	\$1,750	3.50%	\$2,253	2034
Tax Exempt Loan	BBVA Compass Bank	\$1,600	3.50%	\$2,060	2034
TOTALS:		\$3,350		\$4,314	

The Santa Cruz Port District has an ongoing interest in acquiring harbor-adjacent properties for the continued development of the District’s operation. In FY22, the Port District acquired a commercial property carrying a professional administrative zoning status, located at 497 Lake Avenue. Seller financing in the amount \$950,000 was obtained to complete the transaction. A 4% interest rate applies, and the loan will be paid off in 2041 (balloon payment applies) at a total cost of \$1,786,473.

The table below illustrates the District's new debt acquired in FY22, and the payoff year.

Financing	Source	Principal Amount (in 000's)	Interest Rate	Total Cost	Payoff Year
497 Lake Avenue	Seller Financing	\$950	4.00%	\$1,786	2041
TOTALS:		\$950		\$1,786	

Appendix B shows the Port District's current debt with principal and interest payments for the refunding acquired in FY14, and new debt acquired in FY19 and FY22, due each year through FY42 assuming no additional borrowing occurs, and provides Debt Service Coverage Ratios (DSRs) for FY20 and FY21 (audited), FY22 (projected), and FY23 (draft budget).

APPENDIX A

Santa Cruz Port District MISSION STATEMENT

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

GOALS

The Port Commission has adopted the following goals:

- Maintain the harbor and harbor entrance to design depths and in the safest condition practical.
- Maintain the facility at a high level of serviceability in regard to function, modernism, longevity, aesthetics and cleanliness.
- Provide for an expansive array of affordable, accessible and available marine facilities and services for the boating public.
- Meet all current and long-term Port District financial responsibilities.
- Contain costs and keep prices as low as practical while still meeting all other financial and operational objectives.
- Operate the harbor as a regional facility in accordance with the three 1958 federal legislative mandates -- "recreation," "commercial fishing," "harbor of refuge."
- Provide for a variety of businesses as a community resource to be enjoyed by all citizens.
- Provide and encourage marine educational opportunities in the harbor for all, especially school children.
- Provide marine rescue services in conjunction with other agencies to the degree which funds and safety considerations allow.
- Comply with all environmental and regulatory laws which apply to Santa Cruz Harbor operations.
- Participate in the management and stewardship of surrounding watersheds with particular emphasis on erosion control and water quality.
- Provide timely information to the public relating to Port Commission public meetings and actions.

Adopted by the Santa Cruz Port Commission on 01/25/05.

Santa Cruz Port District
General Fund Reserve Policy
Adopted November 24, 2015

Reserve Policy Objectives

To strengthen the financial stability of the District against economic uncertainty, unexpected situations such as natural or man-made disasters, unanticipated drop in revenues, and other unforeseen emergencies or extraordinary circumstances that the Port District may face that are infrequent in occurrence.

Target Amount Held in Reserve

The Port District will strive to hold in reserve an amount equal to 25 percent of the District's annual operating expenses in the current fiscal year's adopted general fund budget. The District recognizes that reserve fund amount may fluctuate and may need to be rebuilt over time as needed.

Funding Sources

The reserve fund will generally come from one-time revenue and from excess revenues over expenditures. Examples of one-time revenue include infrequent sales of Port District assets, infrequent revenues from development and grants, or other sources that are typically non-recurring in nature.

Conditions on Use of Reserves

The use of reserves shall generally be limited to unanticipated, non-recurring needs. Reserve fund balances shall not be used for normal or recurring annual operating expenditures.

The Port Director shall make recommendations to the Port Commission for use of reserves. Appropriations from this reserve fund shall require a resolution approved by the Port Commission.

Requests for use of reserves shall occur only after exhausting the current year's budgetary flexibility. The Port Director shall, within six months of its use, present to the Port Commission a plan and timeline for replenishing the reserve fund. .

Santa Cruz Port District

INVESTMENT POLICY



**Santa Cruz Port District
135 5th Avenue
Santa Cruz, CA 95062
(831) 475-6161**

August 9, 2021 (attachments)

INVESTMENT POLICY

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Santa Cruz Port District

INVESTMENT POLICY

INTRODUCTION

Santa Cruz Port District is a municipal corporation and a political subdivision of the State of California. It is governed by an elected Board of Commissioners; the investment policy is administered through an executive officer, the Port Director.

The responsibilities and authority of the Santa Cruz Port Commission are prescribed in the State of California Harbors and Navigation Code, Part 4, Sec. 6200.

PURPOSE

This statement is intended to set policy and provide direction to the Port Director of the Santa Cruz Port District for the prudent and beneficial investment of all funds and monies of the District.

AUTHORITY

The Government Code of the State of California (Government Code), primarily section 53601 and related subsections, authorizes the types of investment vehicles allowed in a California local agency's portfolio. The investment vehicles emphasize preservation of capital and are a conservative set of investments. The authority to invest (as defined in the Government Code) is delegated to the local agency's legislative body for re-delegation to its finance officer. Under no circumstance is the local agency finance officer permitted to purchase an investment that is not specifically authorized by law and within the scope of investments delegated by the local agency's governing board.

This Investment Policy grants the Port Director the authority to act as Finance Officer (Trustee) and manage investments for the Santa Cruz Port District. The Santa Cruz Port Commission will serve in the role of investment committee, responsible for setting investment policy and providing oversight.

The Port Commission, under authorized contract, may delegate certain responsibilities to professional experts in various fields, including but not limited to:

- Investment Consultant: An investment consultant may be retained assist the Port Director in selecting investment options in compliance with State of California public fund management

guidelines; reviewing such options over time; measuring and evaluating investment performance; and other tasks as deemed appropriate.

- Designated officers as allowed under California Government Code Sections 53601-53610 and 53620-53622 and/or successor statutes for purposes of assuming fiduciary responsibility for administering and managing certain investments, such as a Section 115 trust to prefund Other Post-Employment Benefits or pension liabilities.
- Additional specialists such as attorneys, auditors, actuaries and others who may be contracted by the District.

Adoption of this policy was made at a regular meeting of the Port Commission on November 27, 2018. The Port Commission, acting as Investment Committee, may adopt other amendments to this policy due to a change in the District's goals and objectives, which shall require an affirmative vote by a majority of the Port Commission. This policy is intended to allow investment in accordance with state and federal laws and successor statutes, and therefore a statute change may not be require a change in this policy. Investment Policy Attachments A and B shall be updated by the Finance Officer, as needed, to reflect current California Debt and Investment Advisory Commission (CDIAC) guidance.

BASIC POLICY AND OBJECTIVES

In accordance with public fund management guidelines, the Santa Cruz Port District investment policy is a conservative policy guided by the objectives of safety, liquidity and yield, in accordance with Government Code Section 53600.5, which states, *"When investing, reinvesting, purchasing, acquiring, exchanging, selling, or managing public funds, the primary objective of a Trustee shall be to safeguard the principal of the funds under its control. The secondary objective shall be to meet the liquidity needs of the depositor. The third objective shall be to achieve a return on the funds under its control."*

The following are objectives:

Performance Expectations: The Port District's cash management portfolio shall be designed with the objective of regularly meeting or exceeding the average yield of the State of California Local Agency Investment Fund (LAIF). The enabling legislation for LAIF is Section 16429.1 et seq. of the California Government Code. LAIF as an indicator is considered a benchmark for lower risk investment transactions and therefore comprises a minimum standard for the portfolio's rate of return. The investment program shall seek to augment returns above this threshold, consistent with risk limitations identified herein and prudent investment principles, when feasible. The investment program may also seek to reduce Other Post Employment (OPEB) or pension liabilities.

Prudence: The standard of prudence to be used by investment officials shall be the "Uniform Prudent Management of Institutional Funds Act" (UPMIFA) standard and shall be applied in the context of managing an overall portfolio. Investment officers acting in accordance with written procedures and this investment policy and exercising due diligence shall be relieved of personal responsibility for an individual security's credit risk or market price changes, provided deviations

from expectations are reported in a timely fashion and the liquidity and the sale of securities are carried out in accordance with the terms of this policy.

Reporting Requirements: The quarterly financial reports presented to the Santa Cruz Port Commission, typically presented at regularly scheduled public meetings in July, October, and January, and shall include information about investment performance. (Note: Fiscal year end quarterlies are not typically presented to the Commission, but are reviewed as part of the year-end audit process.)

Performance Review: The Santa Cruz Port Commission shall perform periodic appraisals of the investment portfolio and investment policy to evaluate the effectiveness of the District's investment program. The Investment Policy shall be presented with the annual budget document.

Ethics and Conflicts of Interest: Officers and employees involved in the investment process shall refrain from personal business activity that could conflict with the proper execution and management of the investment program, or that could impair their ability to make impartial decisions. Employees and investment officials shall disclose any material interests in financial institutions with which they conduct business, in accordance with applicable laws. They shall further disclose any personal financial/investment positions that could be related to the performance of the investment portfolio. Employees and officers shall refrain from undertaking personal investment transactions with the same individual with whom business is conducted on behalf of the Port District.

Investment Portfolio Compliance: The Port District's investment portfolio must be in compliance with statute at the time that investments are purchased. The investment portfolio shall be monitored, as practical, for subsequent changes in percentages resulting from non-purchase activity or changes in credit rating of existing securities. If, as a result of monitoring, it is discovered that the portfolio or individual investments are deemed to be out of compliance with either statute or this Investment Policy, such non-compliance shall be reported by the Port Director to the Port Commission within five working days along with a detailed explanation for the variance and recommended course of action.

Exceptions: When investing in funds deemed suitable for public investment such as LAIF, a Joint Powers Authority Pool or Voluntary Investment Program Fund as described in Attachment A, California Debt and Investment Advisory Commission (CDIAC) Figure 1, no maximum specified percentage of portfolio shall apply.

Conflicts: In the event any provision this Investment Policy is in conflict with any of the statutes referred to herein or any other State or Federal statutes, the provisions of each statute shall govern.

PERMITTED INVESTMENTS AND LIMITATIONS

Permitted Investments

The California Government Code contains specific provisions regarding the types of investments and practices permitted after considering the broad requirement of preserving principal and maintaining liquidity before seeking yield. These provisions are intended to promote the use of reliable, diverse and safe investments instruments to ensure a prudently managed portfolio worthy of public trust.

Government Code Sections 16340, 16429.1, 53601, 53601.6, 53601.8, 53635, 53635.2, 53635.8, 53638, and 53684 include a number of requirements on how and where public money may be invested. CDIAC Figure 1 provides a synopsis of the permitted investment instruments and limitations on each, in which all local agencies may invest as summarized by CDIAC, Local Agency Investment Guidelines, Update for 2018).

The Port District may invest only in those instruments specified in State law; however, the Port Commission may set a more stringent standard.

To the extent allowable by statute, the Finance Officer and Investment Committee (Port Commission) may consider investment in funds, such as those allowable under an irrevocable Section 115 Trust of the Internal Revenue Code, designated for the payment of employee retiree health benefits (Other Post Employment Benefits "OPEB") as authorized under Government Code Sections 53620-53622 or a Pension Prefunding Trust Program "PPTP," currently under development by CalPERS as authorized by SB 1413, which may provide a future investment opportunity.

Limitations on Investments

Limitations as established by law are subject to change as established by the State Treasurer. A listing of limitations on investments are as summarized by CDIAC, Local Agency Investment Guidelines, Update for 2018, are shown in the Table of Notes appended to Table 1. As noted above, investment options and limitations are subject to change as established by the State Treasurer from time to time.

The Trustee, with guidance and approval of the Investment Committee (Port Commission), may adopt additional limitations on investments over time, which shall be made a part of this policy.

ATTACHMENTS

ATTACHMENT A.....CDIAC ALLOWABLE INVESTMENT INSTRUMENTS, FIGURE 1

ATTACHMENT B.....CDIAC TABLE OF NOTES FOR FIGURE 1

FIGURE 1

ALLOWABLE INVESTMENT INSTRUMENTS PER STATE GOVERNMENT
CODE (AS OF JANUARY 1, 2021)^A APPLICABLE TO ALL LOCAL AGENCIES^B

See "Table of Notes for Figure 1" on the next page for footnotes related to this figure.

INVESTMENT TYPE	MAXIMUM MATURITY ^C	MAXIMUM SPECIFIED % OF PORTFOLIO ^D	MINIMUM QUALITY REQUIREMENTS	GOV'T CODE SECTIONS
Local Agency Bonds	5 years	None	None	53601(a)
U.S. Treasury Obligations	5 years	None	None	53601(b)
State Obligations— CA And Others	5 years	None	None	53601(c) 53601(d)
CA Local Agency Obligations	5 years	None	None	53601(e)
U.S Agency Obligations	5 years	None	None	53601(f)
Bankers' Acceptances	180 days	40% ^E	None	53601(g)
Commercial Paper—Non-Pooled Funds ^F (under \$100,000,000 of investments)	270 days or less	25% of the agency's money ^G	Highest letter and number rating by an NRSRO ^H	53601(h)(2)(c)
Commercial Paper—Non-Pooled Funds (min. \$100,000,000 of investments)	270 days or less	40% of the agency's money ^G	Highest letter and number rating by an NRSRO ^H	53601(h)(2)(c)
Commercial Paper— Pooled Funds ^I	270 days or less	40% of the agency's money ^G	Highest letter and number rating by an NRSRO ^H	53635(a)(1)
Negotiable Certificates of Deposit	5 years	30% ^J	None	53601(i)
Non-negotiable Certificates of Deposit	5 years	None	None	53630 et seq.
Placement Service Deposits	5 years	50% ^K	None	53601.8 and 53635.8
Placement Service Certificates of Deposit	5 years	50% ^K	None	53601.8 and 53635.8
Repurchase Agreements	1 year	None	None	53601(j)
Reverse Repurchase Agreements and Securities Lending Agreements	92 days ^L	20% of the base value of the portfolio	None ^M	53601(j)
Medium-Term Notes ^N	5 years or less	30%	"A" rating category or its equivalent or better	53601(k)
Mutual Funds And Money Market Mutual Funds	N/A	20%	Multiple ^{P,Q}	53601(l) and 53601.6(b)
Collateralized Bank Deposits ^R	5 years	None	None	53630 et seq. and 53601(n)
Mortgage Pass-Through and Asset-Backed Securities	5 years or less	20%	"AA" rating category or its equivalent or better	53601(o)
County Pooled Investment Funds	N/A	None	None	27133
Joint Powers Authority Pool	N/A	None	Multiple ^S	53601(p)
Local Agency Investment Fund (LAIF)	N/A	None	None	16429.1
Voluntary Investment Program Fund ^T	N/A	None	None	16340
Supranational Obligations ^U	5 years or less	30%	"AA" rating category or its equivalent or better	53601(q)
Public Bank Obligations	5 years	None	None	53601(r), 53635(c) and 57603

TABLE OF NOTES FOR FIGURE 1

- ^A Sources: Sections 16340, 16429.1, 27133, 53601, 53601.6, 53601.8, 53630 et seq., 53635, 53635.8, and 57603.
- ^B Municipal Utilities Districts have the authority under the Public Utilities Code Section 12871 to invest in certain securities not addressed here.
- ^C Section 53601 provides that the maximum term of any investment authorized under this section, unless otherwise stated, is five years. However, the legislative body may grant express authority to make investments either specifically or as a part of an investment program approved by the legislative body that exceeds this five year remaining maturity limit. Such approval must be issued no less than three months prior to the purchase of any security exceeding the five-year maturity limit.
- ^D Percentages apply to all portfolio investments regardless of source of funds. For instance, cash from a reverse repurchase agreement would be subject to the restrictions.
- ^E No more than 30 percent of the agency's money may be in bankers' acceptances of any one commercial bank.
- ^F Includes agencies defined as a city, a district, or other local agency that do not pool money in deposits or investment with other local agencies, other than local agencies that have the same governing body.
- ^G Local agencies, other than counties or a city and county, may purchase no more than 10 percent of the outstanding commercial paper and medium-term notes of any single issuer.
- ^H Issuing corporation must be organized and operating within the U.S., have assets in excess of \$500 million, and debt other than commercial paper must be in a rating category of "A" or its equivalent or higher by a nationally recognized statistical rating organization, or the issuing corporation must be organized within the U.S. as a special purpose corporation, trust, or LLC, have program wide credit enhancements, and have commercial paper that is rated "A-1" or higher, or the equivalent, by a nationally recognized statistical rating agency.
- ^I Includes agencies defined as a county, a city and county, or other local agency that pools money in deposits or investments with other local agencies, including local agencies that have the same governing body. Local agencies that pool exclusively with other local agencies that have the same governing body must adhere to the limits set forth in Section 53601(h)(2)(C).
- ^J No more than 30 percent of the agency's money may be in negotiable certificates of deposit that are authorized under Section 53601(i).
- ^K Effective January 1, 2020, no more than 50 percent of the agency's money may be invested in deposits, including certificates of deposit, through a placement service as authorized under 53601.8 (excludes negotiable certificates of deposit authorized under Section 53601(i)). On January 1, 2026, the maximum percentage of the portfolio reverts back to 30 percent. Investments made pursuant to 53635.8 remain subject to a maximum of 30 percent of the portfolio.
- ^L Reverse repurchase agreements or securities lending agreements may exceed the 92-day term if the agreement includes a written codicil guaranteeing a minimum earning or spread for the entire period between the sale of a security using a reverse repurchase agreement or securities lending agreement and the final maturity dates of the same security.
- ^M Reverse repurchase agreements must be made with primary dealers of the Federal Reserve Bank of New York or with a nationally or state chartered bank that has a significant relationship with the local agency. The local agency must have held the securities used for the agreements for at least 30 days.
- ^N "Medium-term notes" are defined in Section 53601 as "all corporate and depository institution debt securities with a maximum remaining maturity of five years or less, issued by corporations organized and operating within the United States or by depository institutions licensed by the United States or any state and operating within the United States."
- ^O No more than 10 percent invested in any one mutual fund. This limitation does not apply to money market mutual funds.
- ^P A mutual fund must receive the highest ranking by not less than two nationally recognized rating agencies or the fund must retain an investment advisor who is registered with the SEC (or exempt from registration), has assets under management in excess of \$500 million, and has at least five years' experience investing in instruments authorized by Sections 53601 and 53635.
- ^Q A money market mutual fund must receive the highest ranking by not less than two nationally recognized statistical rating organizations or retain an investment advisor registered with the SEC or exempt from registration and who has not less than five years' experience investing in money market instruments with assets under management in excess of \$500 million.
- ^R Investments in notes, bonds, or other obligations under Section 53601(n) require that collateral be placed into the custody of a trust company or the trust department of a bank that is not affiliated with the issuer of the secured obligation, among other specific collateral requirements.
- ^S A joint powers authority pool must retain an investment advisor who is registered with the SEC (or exempt from registration), has assets under management in excess of \$500 million, and has at least five years' experience investing in instruments authorized by Section 53601, subdivisions (a) to (o).
- ^T Local entities can deposit between \$200 million and \$10 billion into the Voluntary Investment Program Fund, upon approval by their governing bodies. Deposits in the fund will be invested in the Pooled Money Investment Account.
- ^U Only those obligations issued or unconditionally guaranteed by the International Bank for Reconstruction and Development (IBRD), International Finance Corporation (IFC), and Inter-American Development Bank (IADB), with a maximum remaining maturity of five years or less.

APPENDIX B

**SANTA CRUZ PORT DISTRICT
PRINCIPAL AND INTEREST DETAIL**
Updated February 10, 2022

INTEREST		FY13	FY14	FY15	FY16	FY17	FY18	FY19	FY20	FY21	FY22	FY23	FY24	FY25	FY26	FY27	FY28	
Source	Loan #																	
Cal Boating	5	\$700,000 at 6%(4.5%)	5,301	2,709														
Cal Boating	6	\$600,000 at 6%(4.5%)	6,975	4,751														
Cal Boating	7	\$700,000 at 6%(4.5%)	10,011	7,671														
Cal Boating	8	\$1,600,000 at 4.7%(4.5%)	43,975	40,798														
Cal Boating	9	\$2,100,000 at 4.5%	73,044	69,185														
Cal Boating	10	\$1,754,000 at 4.5%	67,881	65,545														
Cal Boating	"emerg500"	\$1,975,000 at 4.5%	87,371	85,331														
Cal Boating	12	\$1,365,000 at 4.5% *	0	158,805														
Cal Boating	12a	\$2,500,000 at 4.5%	0	0														
CMIA		\$3,900,000 at 4.7%	210,843	200,043	92,736													
OE3 Pension Trust		Withdrawal Liability - \$913,315 at 6.53	57,102	54,365	51,443													
BBVA Tax Exempt		2013 \$14,418,960	183,169	433,326														
BBVA Taxable		2013 \$2,384,445	17,581	110,122	412,836	389,156	364,738	339,560	313,598	286,827	259,768	233,501	206,416	178,487	149,689	119,994	89,374	
BBVA Tax Exempt		\$1,750,000 @ 3.5%			103,862	95,642	86,995	77,943	68,503	58,641	48,209	37,296	25,991	11,877	3,718	525		
BBVA Tax Exempt		\$1,600,000 @ 3.5%						22,288	58,606	55,370	52,021	48,553	44,962	41,245	37,396	33,412	29,287	
BBVA RLOC		\$1,600,000 @ 3.5%						20,378	53,583	50,624	47,562	44,391	41,108	37,710	34,191	30,548	26,777	
497 Lake Avenue		\$950,000 @ 4.0%									Cancelled							
Subtotal Interest Payments			-562,503	-907,984	-687,630	-616,698	-484,798	-451,734	-460,169	-494,290	-451,463	-417,045	-401,268	-355,317	-305,441	-260,371	-219,080	-179,231
PRINCIPAL																		
Cal Boating	5	\$700,000 at 6%(4.5%)	57,608	60,200	552,388													
Cal Boating	6	\$600,000 at 6%(4.5%)	49,409	51,633														
Cal Boating	7	\$700,000 at 6%(4.5%)	52,002	54,342														
Cal Boating	8	\$1,600,000 at 4.7%(4.5%)	70,603	73,781														
Cal Boating	9	\$2,100,000 at 4.5%	85,737	89,598														
Cal Boating	10	\$1,754,000 at 4.5%	51,902	54,239														
Cal Boating	"emerg500"	\$1,975,000 at 4.5%	39,017	41,057														
Cal Boating	12	\$1,365,000 at 4.5% *	0	0														
Cal Boating	12a	\$2,500,000 at 4.5%	0	0														
CMIA		\$3,900,000 at 4.7%	175,000	190,000	2,505,000													
OE3 Pension Trust		Withdrawal Liability - \$913,315 at 6.53	40,663	43,400	46,321													
BBVA Tax Exempt		2013 \$14,418,960	130,988	737,468														
BBVA Taxable		2013 \$2,384,445	31,421	119,082	760,433	784,113	808,531	833,709	859,871	888,442	843,501	869,768	896,853	924,782	953,580	983,275	1,013,895	
BBVA Tax Exempt		\$1,750,000 @ 3.5%			171,147	180,237	188,924	197,188	205,006	217,210	228,740	234,713	249,833	261,310	274,894	288,994	303,763	
BBVA Tax Exempt		\$1,600,000 @ 3.5%						52,836	91,641	94,877	98,228	101,694	105,285	109,003	112,851	116,835	120,961	
BBVA RLOC		\$1,600,000 @ 3.5%						48,307	83,787	86,745	89,807	92,978	96,261	99,659	103,177	106,821	110,592	
497 Lake Avenue		\$1mil borrowed									Cancelled							
Subtotal Principal Payments			-621,940	-820,658	-3,960,239	-931,580	-964,351	-997,454	-1,132,039	-1,240,105	-1,285,274	-1,264,394	-1,316,051	-1,365,818	-1,413,056	-1,273,550	-1,241,518	-1,266,080
TOTAL PRINCIPAL AND INTEREST PAYMENTS			-1,184,443	-1,728,622	-4,647,868	-1,448,278	-1,449,148	-1,449,188	-1,592,207	-1,734,395	-1,736,737	-1,681,440	-1,717,319	-1,721,135	-1,718,498	-1,533,921	-1,460,599	-1,445,311

DEBT SERVICE LESS FINAL CMIA & PENSION WITHDRAWAL 1,399,978 (Excludes approximately \$60,000 interest to be paid on BBVA revolving line of credit if used for tsunami financing)

Payments on CMIA bonds were made from funds held in escrow as part of FY14 debt refinance.

**SANTA CRUZ PORT DISTRICT
PRINCIPAL AND INTEREST DETAIL**
Updated February 10, 2022

INTEREST		FY29	FY30	FY31	FY32	FY33	FY34	FY35	FY36	FY37	FY38	FY39	FY40	FY41	FY42	
Source	Loan #															
Cal Boating	5	\$700,000 at 6%(4.5%)														
Cal Boating	6	\$600,000 at 6%(4.5%)														
Cal Boating	7	\$700,000 at 6%(4.5%)														
Cal Boating	8	\$1,600,000 at 4.7%(4.5%)														
Cal Boating	9	\$2,100,000 at 4.5%														
Cal Boating	10	\$1,754,000 at 4.5%														
Cal Boating	"emerg500"	\$1,975,000 at 4.5%														
Cal Boating	12	\$1,365,000 at 4.5% *														
Cal Boating	12a	\$2,500,000 at 4.5%														
CMIA		\$3,900,000 at 4.7%														
OE3 Pension Trust		Withdrawal Liability - \$913,315 at 6.532%														
BBVA Tax Exempt		2013 \$14,418,960	57,801	16,786												
BBVA Taxable		2013 \$2,384,445														
BBVA Tax Exempt		\$1,750,000 @ 3.5%	25,016	20,595	16,017	11,278	6,372	1,292								
BBVA Tax Exempt		\$1,600,000 @ 3.5%	22,872	18,830	14,644	10,312	5,826	1,181								
BBVA RLOC		\$1,600,000 @ 3.5%														
497 Lake Avenue		\$950,000 @ 4.0%	32,953	32,078	31,167	30,220	29,234	28,207	27,139	26,027	24,871	23,666	22,413	21,109	19,752	13,890
Subtotal Interest Payments			-138,642	-88,289	-61,829	-51,810	-41,431	-30,681	-27,139	-26,027	-24,871	-23,666	-22,413	-21,109	-19,752	-13,890
PRINCIPAL																
Cal Boating	5	\$700,000 at 6%(4.5%)														
Cal Boating	6	\$600,000 at 6%(4.5%)														
Cal Boating	7	\$700,000 at 6%(4.5%)														
Cal Boating	8	\$1,600,000 at 4.7%(4.5%)														
Cal Boating	9	\$2,100,000 at 4.5%														
Cal Boating	10	\$1,754,000 at 4.5%														
Cal Boating	"emerg500"	\$1,975,000 at 4.5%														
Cal Boating	12	\$1,365,000 at 4.5% *														
Cal Boating	12a	\$2,500,000 at 4.5%														
CMIA		\$3,900,000 at 4.7%														
OE3 Pension Trust		Withdrawal Liability - \$913,315 at 6.532%														
BBVA Tax Exempt		2013 \$14,418,960	1,045,468	1,086,483												
BBVA Taxable		2013 \$2,384,445														
BBVA Tax Exempt		\$1,750,000 @ 3.5%	125,231	129,653	134,230	138,969	143,876	73,832								
BBVA Tax Exempt		\$1,600,000 @ 3.5%	114,497	118,540	122,725	127,058	131,543	67,503								
BBVA RLOC		\$1mil borrowed														
497 Lake Avenue		\$950,000 @ 4.0%	21,473	22,348	23,258	24,206	25,192	26,218	27,286	28,398	29,555	30,759	32,012	33,316	34,674	474,894
Subtotal Principal Payments			-1,306,669	-1,357,024	-280,213	-290,233	-300,611	-167,553	-27,286	-28,398	-29,555	-30,759	-32,012	-33,316	-34,674	-474,894
TOTAL PRINCIPAL AND INTEREST PAYMENTS			-1,445,311	-1,445,312	-342,042	-342,042	-342,042	-198,234	-54,425	-54,425	-54,425	-54,425	-54,425	-54,425	-54,425	-488,784

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

	2020 <u>Audited</u>	2021 <u>Audited</u>	2022 <u>Budgeted</u>	2022 <u>Projected</u>	2023 <u>Budgeted</u>
Operating Revenues					
Charges for berthing and services	\$ 7,920,084	\$ 7,886,323	\$ 7,889,775	\$ 8,553,592	\$ 8,141,535
Rent and concessions	\$ 1,893,576	\$ 1,635,555	\$ 1,825,000	\$ 2,087,088	\$ 2,020,000
Total Operating Revenues	\$ 9,813,660	\$ 9,521,878	\$ 9,714,775	\$ 10,640,680	\$ 10,161,535
Operating Expenses					
Depreciation and Amortization	\$ 1,954,934	\$ 2,159,280			
CalPERS Unfunded Liability (Non-cash)	\$ 338,085	\$ 190,116			
OPEB Liability (Non-cash)	\$ 67,186	\$ 81,221			
Dredging Operations	\$ 1,369,670	\$ 1,357,222	\$ 1,487,426	\$ 1,429,270	\$ 1,569,037
Administrative Services	\$ 759,880	\$ 753,848	\$ 764,483	\$ 786,813	\$ 826,625
Grounds	\$ 727,772	\$ 733,457	\$ 786,798	\$ 817,474	\$ 838,072
Fuel Services	\$ 536,061	\$ 427,765	\$ 491,444	\$ 780,077	\$ 493,291
Harbor Patrol	\$ 683,549	\$ 669,826	\$ 721,534	\$ 693,195	\$ 807,951
Property Management	\$ 480,408	\$ 515,497	\$ 546,648	\$ 650,513	\$ 555,579
Marina Management	\$ 434,290	\$ 483,428	\$ 512,134	\$ 509,294	\$ 563,149
Buildings	\$ 323,550	\$ 323,175	\$ 395,252	\$ 339,831	\$ 410,949
Parking Services	\$ 341,396	\$ 248,637	\$ 323,993	\$ 353,696	\$ 373,217
Docks, Piers, Marine Structures	\$ 237,013	\$ 269,258	\$ 297,927	\$ 325,054	\$ 340,916
Finance & Purchasing	\$ 181,208	\$ 194,674	\$ 209,575	\$ 186,362	\$ 227,216
Environmental & Permitting	\$ 174,318	\$ 139,893	\$ 195,175	\$ 93,056	\$ 192,405
Utilities	\$ 85,665	\$ 86,067	\$ 95,943	\$ 106,634	\$ 104,396
Aeration	\$ 38,467	\$ 40,795	\$ 57,340	\$ 45,559	\$ 57,385
Rescue Services	\$ 99,549	\$ 84,414	\$ 122,463	\$ 115,867	\$ 125,105
Boatyard Operations	\$ 274,979	\$ 303,551	\$ 324,636	\$ 317,668	\$ 365,913
Port Commission Support	\$ 52,156	\$ 56,586	\$ 57,089	\$ 113,208	\$ 78,145
Capital Projects	\$ 6,812	\$ 1,630	\$ 10,238	\$ 55	\$ 9,819
Events	\$ 30,440	\$ -	\$ 35,344	\$ 19,868	\$ 34,399
Fishery Support	\$ 5,680	\$ 5,064	\$ 16,322	\$ 10,152	\$ 16,027
Total Expenses	\$ 9,203,068	\$ 9,125,404	\$ 7,451,764	\$ 7,693,646	\$ 7,989,596
Non-Operating Revenue (Expenses)					
County revenues for public services	\$ 49,985	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000
Grants and Other Income	\$ 37,826	\$ 23,801	\$ 42,000	\$ 27,000	\$ 42,000
Dredging Reimbursement USACE	\$ 385,000	\$ 385,000		\$ 665,000	\$ -
Interest Income	\$ 265,810	\$ 80,131	\$ 79,500	\$ 31,477	\$ 50,000
Interest Expense	\$ (491,385)	\$ (443,836)	\$ (407,559)	\$ (483,300)	\$ (456,980)
Other Income (Expenses)	\$ 2,809	\$ 38,570	\$ 60,000	\$ 146,964	\$ 60,000
Total Non-Operating Income (Expenses)	\$ 250,045	\$ 133,666	\$ (176,059)	\$ 437,141	\$ (254,980)
Debt Service Coverage Calculation					
(+) Gross Revenues	\$ 9,813,660	\$ 9,521,878	\$ 9,714,775	\$ 10,640,680	\$ 10,161,535
(-) Maintenance and operating expenses	\$ (9,203,068)	\$ (9,125,404)	\$ (7,451,764)	\$ (7,693,646)	\$ (7,989,596)
(+) Depreciation and Amortization	\$ 1,954,934	\$ 2,159,280	\$ -	\$ -	\$ -
(+) CalPERS Unfunded Liability (Non-cash)	\$ 338,085	\$ 190,116	\$ -	\$ -	\$ -
(+) OPEB Liability (Non-cash)	\$ 67,186	\$ 81,221	\$ -	\$ -	\$ -
(=) Net Operating Income	\$ 2,970,797	\$ 2,827,091	\$ 2,263,011	\$ 2,947,034	\$ 2,171,939
(+) Interest Income	\$ 265,810	\$ 80,131	\$ 79,500	\$ 31,477	\$ 50,000
(+) Non-operating Income	\$ 2,809	\$ 38,570	\$ 60,000	\$ 146,964	\$ 60,000
(+) Grants	\$ 87,811	\$ 73,801	\$ 92,000	\$ 77,000	\$ 92,000
(+) Dredging Reimbursement USACE	\$ 385,000	\$ 385,000	\$ -	\$ 665,000	\$ -
(=) Net Revenues Available for Debt Service	\$ 3,712,227	\$ 3,404,593	\$ 2,494,511	\$ 3,867,475	\$ 2,373,939
(+) Current Portion Long Term Debt	\$ 1,299,163	\$ 1,274,163	\$ 1,278,283	\$ 1,278,283	\$ 1,329,940
(+) Interest Expense	\$ 491,385	\$ 443,836	\$ 407,559	\$ 483,300	\$ 456,980
(=) Total Debt Service	\$ 1,790,548	\$ 1,717,999	\$ 1,685,842	\$ 1,761,583	\$ 1,786,920
Debt Service Coverage Ratio (DSCR)	2.07x	1.98x	1.48x	2.2x	1.33x
Required DSCR	1.25x	1.25x	1.25x	1.25x	1.25x

Certain reclassifications have been made to the 2017 financial statements to conform to the 2018 presentation with respect to the net pension liability on the Statement of Revenues, Expenses, and Changes in Net Position and Statement of Cash Flows (see page 20 of FY 18 audited financial statements)

APPENDIX C



California Public Employees' Retirement System

Actuarial Office

400 Q Street, Sacramento, CA 95811 | Phone: (916) 795-3000 | Fax: (916) 795-2744

888 CalPERS (or 888-225-7377) | TTY: (877) 249-7442 | www.calpers.ca.gov

July 2021

**Miscellaneous Second Tier Plan of the Santa Cruz Port District
(CalPERS ID: 3817767080)
Annual Valuation Report as of June 30, 2020**

Dear Employer,

Attached to this letter, you will find the June 30, 2020 actuarial valuation report of your CalPERS pension plan. **Provided in this report is the determination of the minimum required employer contributions for fiscal year 2022-23.** In addition, the report contains important information regarding the current financial status of the plan as well as projections and risk measures to aid in planning for the future.

Because this plan is in a risk pool, the following valuation report has been separated into two sections:

- Section 1 contains specific information for the plan including the development of the current and projected employer contributions, and
- Section 2 contains the Risk Pool Actuarial Valuation appropriate to the plan as of June 30, 2020.

Section 2 can be found on the CalPERS website (calpers.ca.gov). From the home page, go to "*Forms & Publications*" and select "*View All*". In the search box, enter "*Risk Pool*" and from the results list download the Miscellaneous Risk Pool Actuarial Valuation Report for June 30, 2020.

Your June 30, 2020 actuarial valuation report contains important actuarial information about your pension plan at CalPERS. Your assigned CalPERS staff actuary, whose signature appears in the Actuarial Certification section on page 1, is available to discuss the report with you.

Actuarial valuations are based on assumptions regarding future plan experience including investment return and payroll growth, eligibility for the types of benefits provided, and longevity among retirees. The CalPERS Board of Administration adopts these assumptions after considering the advice of CalPERS actuarial and investment teams and other professionals. Each actuarial valuation reflects all prior differences between actual and assumed experience and adjusts the contribution rates as needed. This valuation is based on an investment return assumption of 7.0% which was adopted by the board in December 2016. Other assumptions used in this report are those recommended in the CalPERS Experience Study and Review of Actuarial Assumptions report from December 2017.

Required Contribution

The exhibit below displays the minimum employer contributions for fiscal year 2022-23 along with estimates of the required contributions for fiscal year 2023-24. Member contributions other than cost sharing (whether paid by the employer or the employee) are in addition to the results shown below. **The employer contributions in this report do not reflect any cost sharing arrangements you may have with your employees.**

Fiscal Year	Employer Normal Cost Rate	Employer Amortization of Unfunded Accrued Liability
2022-23	8.63%	\$7,401
<i>Projected Results</i>		
2023-24	8.6%	\$7,500

The actual investment return for fiscal year 2020-21 was not known at the time this report was prepared. The projections above assume the investment return for that year would be 7.00%. ***To the extent the actual investment return for fiscal year 2020-21 differs from 7.00%, the actual contribution requirements for fiscal year 2023-24 will differ from those shown above.*** For additional details regarding the assumptions and methods used for these projections please refer to the "Projected Employer Contributions" in the "Highlights and Executive Summary" section. This section also contains projected required contributions through fiscal year 2027-28.

Changes from Previous Year's Valuation

There are no significant changes in actuarial assumptions or policies in your 2020 actuarial valuation. Your annual valuation report is an important tool for monitoring the health of your CalPERS pension plan. Your report contains useful information about future required contributions and ways to control your plan's funding progress. In addition to your annual actuarial report my office has developed tools for employers to plan, project and protect the retirement benefits of your employees. Pension Outlook is a tool to help plan and budget pension costs into the future with easy to understand results and charts.

You will be able to view the projected funded status and required employer contributions for pension plans in different potential scenarios for up to 30 years into the future — which will make budgeting more predictable. While Pension Outlook can't predict the future, it can provide valuable planning information based on a variety of future scenarios that you select.

Pension Outlook can help you answer specific questions about your plans, including:

- When is my plan's funded status expected to increase?
- What happens to my required contributions in a down market?
- How does the discount rate assumption affect my contributions?
- What is the impact of making an additional discretionary payment to my plan?

To get started, visit our Pension Outlook page at www.calpers.ca.gov/page/employers/actuarial-resources/pension-outlook-overview and take the steps to register online.

CalPERS will be completing an Asset Liability Management (ALM) review process in November 2021 that will review the capital market assumptions and the strategic asset allocation and ascertain whether a change in the discount rate and other economic assumptions is warranted. In addition, the Actuarial Office will be completing its Experience Study to review the demographic experience within the pension system and make recommendations to modify future assumptions where appropriate.

Furthermore, this valuation does not reflect any impacts from the COVID-19 pandemic on your pension plan. The impact of COVID-19 on retirement plans is not yet known and CalPERS actuaries will continue to monitor the effects and where necessary make future adjustments to actuarial assumptions.

Further descriptions of general changes are included in the "Highlights and Executive Summary" section and in Appendix A of the Section 2 report, "Actuarial Methods and Assumptions."

Questions

We understand that you might have questions about these results, and your assigned CalPERS actuary whose signature is on the valuation report is available to discuss. If you have other questions, you may call the Customer Contact Center at (888)-CalPERS or (888-225-7377).

Sincerely,



SCOTT TERANDO, ASA, EA, MAAA, FCA, CFA
Chief Actuary



California Public Employees' Retirement System

Actuarial Office

400 Q Street, Sacramento, CA 95811 | Phone: (916) 795-3000 | Fax: (916) 795-2744

888 CalPERS (or 888-225-7377) | TTY: (877) 249-7442 | www.calpers.ca.gov

July 2021

**Miscellaneous First Tier Plan of the Santa Cruz Port District
(CalPERS ID: 3817767080)
Annual Valuation Report as of June 30, 2020**

Dear Employer,

Attached to this letter, you will find the June 30, 2020 actuarial valuation report of your CalPERS pension plan. **Provided in this report is the determination of the minimum required employer contributions for fiscal year 2022-23.** In addition, the report contains important information regarding the current financial status of the plan as well as projections and risk measures to aid in planning for the future.

Because this plan is in a risk pool, the following valuation report has been separated into two sections:

- Section 1 contains specific information for the plan including the development of the current and projected employer contributions, and
- Section 2 contains the Risk Pool Actuarial Valuation appropriate to the plan as of June 30, 2020.

Section 2 can be found on the CalPERS website (calpers.ca.gov). From the home page, go to "Forms & Publications" and select "View All". In the search box, enter "Risk Pool" and from the results list download the Miscellaneous Risk Pool Actuarial Valuation Report for June 30, 2020.

Your June 30, 2020 actuarial valuation report contains important actuarial information about your pension plan at CalPERS. Your assigned CalPERS staff actuary, whose signature appears in the Actuarial Certification section on page 1, is available to discuss the report with you.

Actuarial valuations are based on assumptions regarding future plan experience including investment return and payroll growth, eligibility for the types of benefits provided, and longevity among retirees. The CalPERS Board of Administration adopts these assumptions after considering the advice of CalPERS actuarial and investment teams and other professionals. Each actuarial valuation reflects all prior differences between actual and assumed experience and adjusts the contribution rates as needed. This valuation is based on an investment return assumption of 7.0% which was adopted by the board in December 2016. Other assumptions used in this report are those recommended in the CalPERS Experience Study and Review of Actuarial Assumptions report from December 2017.

Required Contribution

The exhibit below displays the minimum employer contributions for fiscal year 2022-23 along with estimates of the required contributions for fiscal year 2023-24. Member contributions other than cost sharing (whether paid by the employer or the employee) are in addition to the results shown below. **The employer contributions in this report do not reflect any cost sharing arrangements you may have with your employees.**

Fiscal Year	Employer Normal Cost Rate	Employer Amortization of Unfunded Accrued Liability
2022-23	11.59%	\$400,601
<i>Projected Results</i>		
2023-24	11.6%	\$429,000

The actual investment return for fiscal year 2020-21 was not known at the time this report was prepared. The projections above assume the investment return for that year would be 7.00%. ***To the extent the actual investment return for fiscal year 2020-21 differs from 7.00%, the actual contribution requirements for fiscal year 2023-24 will differ from those shown above.*** For additional details regarding the assumptions and methods used for these projections please refer to the "Projected Employer Contributions" in the "Highlights and Executive Summary" section. This section also contains projected required contributions through fiscal year 2027-28.

Changes from Previous Year's Valuation

There are no significant changes in actuarial assumptions or policies in your 2020 actuarial valuation. Your annual valuation report is an important tool for monitoring the health of your CalPERS pension plan. Your report contains useful information about future required contributions and ways to control your plan's funding progress. In addition to your annual actuarial report my office has developed tools for employers to plan, project and protect the retirement benefits of your employees. Pension Outlook is a tool to help plan and budget pension costs into the future with easy to understand results and charts.

You will be able to view the projected funded status and required employer contributions for pension plans in different potential scenarios for up to 30 years into the future — which will make budgeting more predictable. While Pension Outlook can't predict the future, it can provide valuable planning information based on a variety of future scenarios that you select.

Pension Outlook can help you answer specific questions about your plans, including:

- When is my plan's funded status expected to increase?
- What happens to my required contributions in a down market?
- How does the discount rate assumption affect my contributions?
- What is the impact of making an additional discretionary payment to my plan?

To get started, visit our Pension Outlook page at www.calpers.ca.gov/page/employers/actuarial-resources/pension-outlook-overview and take the steps to register online.

CalPERS will be completing an Asset Liability Management (ALM) review process in November 2021 that will review the capital market assumptions and the strategic asset allocation and ascertain whether a change in the discount rate and other economic assumptions is warranted. In addition, the Actuarial Office will be completing its Experience Study to review the demographic experience within the pension system and make recommendations to modify future assumptions where appropriate.

Furthermore, this valuation does not reflect any impacts from the COVID-19 pandemic on your pension plan. The impact of COVID-19 on retirement plans is not yet known and CalPERS actuaries will continue to monitor the effects and where necessary make future adjustments to actuarial assumptions.

Further descriptions of general changes are included in the "Highlights and Executive Summary" section and in Appendix A of the Section 2 report, "Actuarial Methods and Assumptions."

Questions

We understand that you might have questions about these results, and your assigned CalPERS actuary whose signature is on the valuation report is available to discuss. If you have other questions, you may call the Customer Contact Center at (888)-CalPERS or (888-225-7377).

Sincerely,



SCOTT TERANDO, ASA, EA, MAAA, FCA, CFA
Chief Actuary



**California Public Employees' Retirement System
Actuarial Office**

400 Q Street, Sacramento, CA 95811 | Phone: (916) 795-3000 | Fax: (916) 795-2744
888 CalPERS (or 888-225-7377) | TTY: (877) 249-7442 | www.calpers.ca.gov

July 2021

**PEPRA Miscellaneous Plan of the Santa Cruz Port District
(CalPERS ID: 3817767080)
Annual Valuation Report as of June 30, 2020**

Dear Employer,

Attached to this letter, you will find the June 30, 2020 actuarial valuation report of your CalPERS pension plan. **Provided in this report is the determination of the minimum required employer contributions for fiscal year 2022-23.** In addition, the report contains important information regarding the current financial status of the plan as well as projections and risk measures to aid in planning for the future.

Because this plan is in a risk pool, the following valuation report has been separated into two sections:

- Section 1 contains specific information for the plan including the development of the current and projected employer contributions, and
- Section 2 contains the Risk Pool Actuarial Valuation appropriate to the plan as of June 30, 2020.

Section 2 can be found on the CalPERS website (calpers.ca.gov). From the home page, go to "*Forms & Publications*" and select "*View All*". In the search box, enter "*Risk Pool*" and from the results list download the Miscellaneous Risk Pool Actuarial Valuation Report for June 30, 2020.

Your June 30, 2020 actuarial valuation report contains important actuarial information about your pension plan at CalPERS. Your assigned CalPERS staff actuary, whose signature appears in the Actuarial Certification section on page 1, is available to discuss the report with you.

Actuarial valuations are based on assumptions regarding future plan experience including investment return and payroll growth, eligibility for the types of benefits provided, and longevity among retirees. The CalPERS Board of Administration adopts these assumptions after considering the advice of CalPERS actuarial and investment teams and other professionals. Each actuarial valuation reflects all prior differences between actual and assumed experience and adjusts the contribution rates as needed. This valuation is based on an investment return assumption of 7.0% which was adopted by the board in December 2016. Other assumptions used in this report are those recommended in the CalPERS Experience Study and Review of Actuarial Assumptions report from December 2017.

Required Contribution

The exhibit below displays the minimum employer contributions and the Employee PEPRA Rate for fiscal year 2022-23 along with estimates of the required contributions for fiscal year 2023-24. Member contributions other than cost sharing (whether paid by the employer or the employee) are in addition to the results shown below. **The employer contributions in this report do not reflect any cost sharing arrangements you may have with your employees.**

Fiscal Year	Employer Normal Cost Rate	Employer Amortization of Unfunded Accrued Liability	PEPRA Employee Rate
2022-23	7.47%	\$656	6.75%
<i>Projected Results</i>			
2023-24	7.5%	\$1,100	TBD

The actual investment return for fiscal year 2020-21 was not known at the time this report was prepared. The projections above assume the investment return for that year would be 7.00%. ***To the extent the actual investment return for fiscal year 2020-21 differs from 7.00%, the actual contribution requirements for fiscal year 2023-24 will differ from those shown above.*** For additional details regarding the assumptions and methods used for these projections please refer to the "Projected Employer Contributions" in the "Highlights and Executive Summary" section. This section also contains projected required contributions through fiscal year 2027-28.

Changes from Previous Year's Valuation

There are no significant changes in actuarial assumptions or policies in your 2020 actuarial valuation. Your annual valuation report is an important tool for monitoring the health of your CalPERS pension plan. Your report contains useful information about future required contributions and ways to control your plan's funding progress. In addition to your annual actuarial report my office has developed tools for employers to plan, project and protect the retirement benefits of your employees. Pension Outlook is a tool to help plan and budget pension costs into the future with easy to understand results and charts.

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- When is my plan's funded status expected to increase?
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Furthermore, this valuation does not reflect any impacts from the COVID-19 pandemic on your pension plan. The impact of COVID-19 on retirement plans is not yet known and CalPERS actuaries will continue to monitor the effects and where necessary make future adjustments to actuarial assumptions.

Further descriptions of general changes are included in the "Highlights and Executive Summary" section and in Appendix A of the Section 2 report, "Actuarial Methods and Assumptions."

Questions

We understand that you might have questions about these results, and your assigned CalPERS actuary whose signature is on the valuation report is available to discuss. If you have other questions, you may call the Customer Contact Center at (888)-CalPERS or (888-225-7377).

Sincerely,



SCOTT TERANDO, ASA, EA, MAAA, FCA, CFA
Chief Actuary

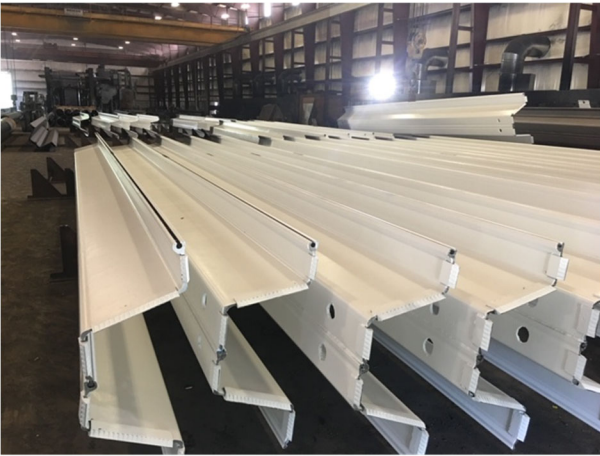
APPENDIX D

SANTA CRUZ PORT DISTRICT

FIVE-YEAR

CAPITAL IMPROVEMENT PLAN

FY 23-27



I. INTRODUCTION

This 5-year Capital Improvement Plan (CIP) presents the Santa Cruz Port District's plan for development, maintenance, improvement, and acquisition of infrastructure assets to benefit the Santa Cruz Harbor's users, businesses, and visitors. It is intended to serve as a guidance document for planning, scheduling, and implementing capital improvements and planning projects over the next 5 years.

The 5-year CIP serves as a tool for prioritizing and selecting future projects, and provides an overview of works in progress. The CIP highlights the District's investments in infrastructure development and maintenance (i.e., capital improvements) and other significant capital expenditures. Studies of less than \$5,000, and capital expenditures for equipment, vehicles and vessels are typically not included in the CIP, though there are exceptions (e.g., previous water taxi and patrol vessel procurements).

II. Developing the Five-Year Capital Improvement Plan

Annual updating of the 5-year CIP is an integral part of the budget process. The CIP is presented with the draft budget to provide time for review by the public and the Port Commission prior to consideration and incorporation into the final budget.

Prior to FY13, many capital improvements were budgeted and completed within line items in the operating budget, such as Pavement Repairs (F006), Building Restoration (F011), Restroom Building Rehabilitation (F012) and Dock Upgrades(F008). Those items are now presented as separate projects within the 5-year CIP with recommended funding amounts for ongoing rehabilitation and repair.

Each year, the Commission will adopt an updated 5-year CIP that will include prioritized short and long-term projects. The prioritized list will be used by staff in the development of the annual operating budget. The 5-year CIP will be published in advance of and discussed during a public meeting prior to adoption of the annual budget.

III. Funding the Five-Year Capital Improvement Plan

Funding in the CIP is allocated to the various large and small projects. Non-specific CIP funding is contained in the Unallocated CIP Funds (F099), which is also referred to as the CIP Reserve Fund.

The Port Commission adopted a Reserve Policy in FY16 and established funding goals for reserves and for the 5-year CIP. The Commission initially elected to contribute \$500,000 to the CIP fund each year, whenever practicable. The CIP fund would be allowed to grow over time so that large-scale projects could be planned and accomplished without impacting either the Reserve Fund or operations. In February 2020, the Commission increased the CIP funding goal to \$750,000 annually, whenever practicable.

In April 2020, in response to the novel Coronavirus pandemic (COVID-19), the Port Commission eliminated the \$590,000 contribution to the capital improvement funding included in the FY21 budget. Funding for designated priority projects was to come from the Unallocated CIP Fund (F009). The following year, the contribution level was restored in the amount of \$500,000 with the FY22 budget, though the annual funding goal remained at \$750,000 in future years.

While the annual funding goal remains at \$750,000, several FY23 budget impacts, including increased personnel services costs and increased insurance premiums, pose a challenge to reaching the minimum \$500,000 funding level.

As a result, a \$382,000 contribution is proposed in conjunction with utilizing \$240,000 of Unallocated CIP Funds to establish funding in the amount of \$622,000 for identified project needs.

IV. *Project Development and Selection Process*

The projects proposed in this FY23 CIP were derived from a variety of sources, including recommendations from Port District staff, Commission and public input, and projects identified in the Port District Priorities for 2022.

Although not typically included as capital improvements, planning studies may be included in the CIP as part of the planning effort. Studies of less than \$5,000 or capital expenditures for vehicles, equipment and vessels are typically funded in the operating budget.

Twelve (12) previously identified projects are proposed for funding in FY23, ten (10) of which have CIP funding from prior years. There are two (2) new project proposed for funding in FY23. Other projects previously identified as desirable projects that are not currently recommended for funding are incorporated into the index of non-funded projects in Appendix C.

Not including the CIP Reserve Fund, the Fund Balance projection as of April 1, 2022, has 25 identified projects with some level of available funding. The Fund Balance includes the projects in the 5-year CIP, and projects with funding from prior years that may not be listed in the 5-year plan.

V. *Proposed Projects*

Several of the proposed projects in this CIP address ongoing infrastructure or facility maintenance needs and are typically programmed on an annual basis. Examples include Dock Upgrades (F008) Pavement Repairs (F006), Building Restoration (F011), and Restroom Building Rehabilitation (F012).

New project investigations involving maintenance of current infrastructure and/or service expansions proposed for FY23 are listed in Appendix A. Projects approved in prior fiscal years that are ongoing or have not yet been completed are listed in Appendix B.

VI. *Environmental Review*

The development of this 5-year plan is not a project, as defined in the California Environmental Quality Act (CEQA), and an environmental review is not required for its adoption. Individual projects listed herein may be subject to CEQA. Environmental reviews will be conducted at the appropriate times during implementation of those projects.

Appendix A
Capital Improvement Plan Summary Table

CAPITAL IMPROVEMENT PROJECTS FY23-FY27

Category	FY23	FY24	FY25	FY26	FY27	TOTAL
Docks, Piers & Marine Structures						
Piling Replacement ¹	30,000	75,000	125,000	250,000	50,000	480,000
Dock Upgrades		20,000	125,000	250,000	50,000	430,000
Pier Rehabilitation Project ²	120,000	20,000	-	-	50,000	160,000
Boatyard Marine Ways Inspection / Upgrades	8,000	40,000	-	85,000	-	133,000
TOTAL	\$ 158,000	\$ 155,000	\$ 250,000	\$ 585,000	\$ 150,000	\$ 1,203,000

1. May delay pile repair/replacement to FY24 and beyond to reassess plan under new RGP permit & alternate funding sources.

2. FY23 funding for East Public Pier Pile Repair

Buildings						
Building Restoration Projects - Minor	47,000	135,000	50,000	75,000	75,000	433,605
Restroom Building Rehabilitation	100,000	60,000	100,000	100,000	75,000	516,707
Dredge Yard Covered Work Area	-	-	15,000	-	-	15,000
Walton Lighthouse Repainting	-	15,000	-	-	-	15,000
Harbormaster Office Remodel	-	-	125,000	-	-	125,000
Harbor Office Building Improvements	-	15,000	-	10,000	-	25,000
TOTAL	\$ 147,000	225,000	290,000	185,000	150,000	\$ 1,130,312

Landside Infrastructure						
Pavement Repairs ³	50,000	50,000	75,000	75,000	75,000	376,688
Parking Pay Stations	15,000	15,000	75,000	15,000	-	120,000
Parking Upgrades	35,000	5,000	5,000	5,000	5,000	70,000
Sidewalk & Plaza Restoration	-	-	15,000	25,000	-	40,000
TOTAL	\$ 100,000	70,000	170,000	120,000	80,000	\$ 606,688

3. FY23 priorities include areas within concession lot; launch ramp reseal. West harbor repairs are being delayed until bridge project completion.

Utility Systems						
Sanitary Sewer Lift Station Upgrades ⁴	25,000	200,000	200,000	TBD	TBD	425,000
Fuel System Upgrades / Dispensers ⁵	40,000	40,000	65,000	-	-	145,000
Aeration System Upgrades	-	10,000	-	-	10,000	10,000
Storm Drain System Repairs and Maintenance	-	20,000	30,000	30,000	-	80,000
Water and Sewer System Repairs and Maintenance	-	40,000	TBD	TBD	TBD	40,000
TOTAL	\$ 65,000	\$ 310,000	\$ 295,000	\$ 30,000	\$ 10,000	\$ 700,000

4. Funding eliminated in FY21 and 22. Adequate funding exists to commence phased replacement (G-Dock lift station is highest priority)

5. Credit card terminal updates in FY23 (\$30k) + set aside for fuel dispenser replacement in FY25.

CAPITAL IMPROVEMENT PROJECTS FY23-FY27

Category	FY23	FY24	FY25	FY26	FY27	TOTAL
Planning Projects & Studies						
Commercial Fishery/Marine Services Center Upgrades	-	<i>TBD</i>	80,000	-	-	80,000
West Side Master Plan	-	75,000	-	-	-	75,000
7th & Brommer Property Site Assessment	70,000	<i>TBD</i>	<i>TBD</i>	<i>TBD</i>	<i>TBD</i>	70,000
SH Revetment and Seawall	20,000	250,000	<i>TBD</i>	<i>TBD</i>	<i>TBD</i>	270,000
Harborwide Wifi	-	25,000	<i>TBD</i>	<i>TBD</i>	<i>TBD</i>	25,000
Embankment Assessment	-	150,000	250,000	<i>TBD</i>	<i>TBD</i>	415,000
Arana Gulch Grade Control Structure Feasibility Study	-	-	85,000	-	-	85,000
TOTAL	\$ 90,000	\$ 500,000	\$ 415,000	\$ -	\$ -	\$ 1,020,000

Other/Miscellaneous						
CIP Reserve Fund	-	-	-	-	-	-
Harborwide Refuse/Recycling Study	-	50,000	-	-	-	50,000
Harbor Security Infrastructure Upgrades ⁶	12,000	<i>TBD</i>	<i>TBD</i>	<i>TBD</i>	-	12,000
West Jetty Walkway Project	-	40,000	40,000	-	-	80,000
January 2022 Tsunami Fund	50,000	<i>TBD</i>	0	-	-	
TOTAL	\$ 62,000	\$ 90,000	\$ 40,000	\$ -	\$ -	\$ 142,000

6. FY23 funding for add'l security cameras

						GRAND TOTAL
FISCAL YEAR TOTALS	\$ 622,000	\$ 1,350,000	\$ 1,460,000	\$ 920,000	\$ 390,000	\$ 4,802,000

Appendix B
Overview of Previously Funded Projects

Overview of Previously Funded Projects

Commercial Fishery/Marine Services Center Upgrades – Phase I (F003)

Status: Architectural review preliminarily commenced; project on hold. Limited funding available from FY13.

This project would involve improvements to the facilities located at 493 and 495 Lake Avenue, buildings that currently house H&H Fresh Fish, Johnny's Harborside Restaurant, and the Santa Cruz Harbor Boatyard. The first phase of the project will involve outreach and preliminary planning for ice production and storage, evaluation of the expansion potential for the restaurant facility, and potential upgrades to serve the commercial fishery. Additional work will involve identification of funding sources/partners, and use of the boatyard during the City of Santa Cruz's upcoming Murray Street Bridge Rehabilitation project.

Harbor Security (HO01)

Status: Limited funding from prior years remains; funding recommended in FY23 for acquisition of additional security cameras.

This project was approved to provide for increased security systems throughout the harbor to reduce unauthorized uses, and to improve monitoring and law enforcement capabilities. Cameras and recording devices with remote monitoring capabilities have been installed at key locations and expansion of the camera system is recommended. Fencing and lighting upgrades were previously completed in the north harbor dry storage and dredge yard.

Previously completed projects include restroom door and gate rekeying in FY16, FY17 and FY19, and acquisition of electronic system components in FY19. Fabrication of dock gates to support the new electronic key system were funded as separate project (Dock Upgrades F008). Security cameras were installed in FY20, FY21, and FY22. Additional funding planned in FY23 is for additional cameras to be placed at harbor entry/exit points and the potential installation of a camera with pan/tilt/zoom functionality in the north harbor.

Sanitary Sewer Lift Stations (F004)

Status: Funding from previous years totals \$340,140 344,165; additional funding recommended for FY24 and beyond. A comprehensive assessment of the nine existing sanitary sewer lift stations was performed in FY22. As a result of that assessment, construction documents for upgrades or replacements as required will be drafted. The lift station located at G-Dock will be prioritized for replacement in FY23. Adequate funding is available to complete this first phase of work.

This project will continue to involve development of construction documents for upgrades or replacements as required, and coordination with the City of Santa Cruz and the County of Santa Cruz for future maintenance. Priority tasks previously identified include replacing the lift station control panels and performing ultrasound inspections of existing steel tubing, replacing or relining existing tanks and upgrading access to pumps for maintenance.

Piling Replacement (F005)

Status: Phase 1, 2 and 3 projects completed (2018 2020). Additional funding recommended for FY23 and beyond.

The Port District maintains approximately 700 piles to support its docks. 125 damaged piles were replaced as a result of the March 2011 tsunami.

Project financing for pile removal and replacement was obtained in FY19 and all loan funding has been expended. In FY19, a Phase 1 project was completed that replaced 70 piles. A Phase 2 project was completed in FY20 which replaced 80 piles and repaired 3 piles supporting the boatyard's marine ways. A follow-on Phase 3 project funded out of Pier Rehabilitation repaired 3 piles supporting the east public pier in FY21. The permit authorized replacement of approximately 220 piles, 18 of which were for reconfiguration of H and I dock. Approximately 46 piles remain permitted for replacement, though nearly all of the remaining piles identified for replacement have been deemed challenging to complete under the current permit. The permit is valid through December 31, 2022, though it is likely that future pile replacements and repair will be accomplished under a new Regional General Permit which was applied for in January 2021 and approval remains pending.

Additional funding is requested to address pile replacement needs in the north harbor, some of which stems from damage sustained during the January 2022 tsunami.

Pavement Repairs (F006)

Status: Limited funding from prior years exists; additional funding recommended in FY23.

Ongoing project to maintain, resurface and restripe harbor parking lots and roads.

A project to repave the northeast harbor roadway from the RV park south to U-dock was completed in FY22.

Additional funding is recommended in FY23 to repave areas within the concession parking lot (exit lane and back gate driveway). Sealing and repaving the launch ramp area is planned for FY24.

Dock Upgrades (F008)

Status: Funding from previous years totals \$82,097; no additional funding recommended for FY23.

The 30 distinct docks that make up the Santa Cruz Harbor provide berthing for over 800 vessels, fulfilling the mission of being a federal and state harbor of refuge. This funding provides for small projects involving repairs or upgrades to the existing docks and appurtenant structures such as gates, brow piers, ramps, etc.

Fabrication of new aluminum dock gates supporting conversion to electronic key system for dock gates and restrooms was completed in FY19. Southeast harbor brow pier repairs completed in FY19; installation of new aluminum gangways acquired in FY21 for southeast harbor brow piers was completed in FY22.

Pier Rehabilitation Project (F009)

Status: Funding from prior years exists; additional funding recommended in FY23 and beyond.

The harbor's three piers require periodic inspection and maintenance to ensure they remain safe for public access and serviceable for their various uses. This ongoing project provides for periodic funding for inspections, repairs, and upkeep.

In 2020, 10 piles supporting the east public pier were deemed to be in critical condition and in need of repair. In FY21, a repair project was completed in which 3 of the 10 piles were jacketed and filled with cementitious grout. Of the remaining piles, 4 were programmed for repair in FY22, and 3 were scheduled for repair in FY23. The planned project in FY22 was delayed, and as a result, 7 east public pier piles are slated for jacketing in FY23.

Additional funding for repair of two piles supporting the boatyard marine ways is recommended in FY24.

Both rehabilitation projects are anticipated to be completed under a new Regional General Permit issued by the US Army Corps of Engineers.

Building Restoration – Minor (F011)

Status: Several projects completed in FY22. Additional funding recommended for FY23.

Projects to be programmed on an annual basis include minor improvements that extend the useful life of systems and equipment in District-owned buildings that are rented out to various tenants.

Work completed in FY22 included re-roofing the maintenance building and preliminary design work for the rewiring and submetering of 333 Lake Avenue.

Future projects (FY23 and beyond) include 333 Lake Avenue rewiring and submetering, roofing and stairway replacement; re-roofing the concession lot restroom structure; roofing repairs at 2218 East Cliff Drive; exterior painting of 2222 East Cliff Drive; and other necessary maintenance and repair projects.

Restroom Building Rehabilitation (F012)

Status: FY23 funding and ongoing funding recommended to facilitate phased rehabilitation of restroom facilities.

Projects are planned on an annual basis to extend the useful life of the District's 11 restroom buildings. After 4 of the 11 restroom buildings sustained flood damage as a result of the January 2022 tsunami, expediting repair work in FY23 is critical.

FY23 priority projects include a phased remodel of the tsunami-damaged facilities (J-Dock, I-Dock, X-Dock, and V-Dock). The V-dock restroom may be designed to separate unisex facilities serving boaters and the public.

Re-roofing of the D-dock restroom was programmed in FY21, but delayed due to elimination of CIP funding due to COVID-19. Staff continues to monitor the condition of the roof for signs of accelerated deterioration.

Sidewalk and Plaza Restoration (F013)

Status: No major restoration of sidewalks and plazas was completed in FY22; no additional funding recommended for F23.

This ongoing project includes resealing tiles, repairing broken curbs and gutters, applying stain to the Beach Plaza and resealing the compass rose at Townsend Plaza.

Storm Drain System (F014)

Status: No major repair or replacement work completed in FY22; no additional funding recommended for F23.

This ongoing project involves maintenance, repairs and cleaning of the harbor's storm drain pipes, inlets and catch basins, and upgrades needed to comply with the State of California Industrial Stormwater Permit.

Water and Sewer System (F015)

Status: Funding from prior years exists; no additional funding recommended for F23.

This ongoing project funds upgrades, improvements and major replacement / repair to the harbor's water and sewer services.

Parking Pay Stations (F018)

Status: Funding eliminated in FY21 due to COVID-19; additional funding recommended in FY23 and beyond.

This ongoing project funds replacement of the aging parking meters with pay stations throughout the harbor, beginning on the west side. Recommend funding in FY23 to facilitate acquisition and installation of a second pay station and construction of a roof structure for two pay stations located adjacent to 493 Lake Avenue. Future projects anticipate pay station replacement and rehabilitation.

Aeration System Upgrades (F019)

Status: Ongoing project for aerator replacement and servicing; no additional funding proposed in FY23.

Annual maintenance of the aerator motors and floats is performed as part of the Aeration program. This project differs from the annual program as it provides for replacement of aerators worked beyond their rated capacity.

Ice Machine Upgrades (F020)

Status: Funding from prior years exists; no specific projects identified in the FY23-27 CIP.

This project was initially funded to add cold storage and/or an ice delivery system to serve the commercial fishing fleet following replacement of the former Sunwell ice system. The resident buyer has a concept for improving ice production and delivery which may be an appropriate use of this funding subject to Port Commission review and approval.

7th and Brommer Reconnaissance (F021)

Status: Funding from prior years exists; additional funding recommended in FY23

Site assessment and engineering work for future development of Port District's property in the area of 7th and Brommer, and coordination and interface with other opportunities in the area to ensure Port District and community interests are served.

Site assessment of the Port District-owned parcel on northwest parcel was initiated in FY21 and continues. A marketing and feasibility study to consider opportunities that may be available to the Port District on County-owned property located on the southwest corner of 7th and Brommer is ongoing.

Additional funding is recommended in FY23 to initiate site improvements to the District-owned parcel and dry storage area.

South Harbor Revetment and Seawall (F022)

Status: Funding recommended in FY23

Originally funded in FY15, this project was for engineering assessment and recommendations involving the seawall along the harbor's west side. The seawall at 616 Atlantic Avenue was replaced in FY20 and is similar vintage to the west side seawall. FY23 funding is recommended for completion of an engineering assessment of the seawall including a dive assessment. Additional funding is recommended in FY24 for anticipated repair and/or replacement design and engineering.

Murray Street Bridge Reconstruction (F024)

Status: Ongoing project. Funding for this project will be made available by the City of Santa Cruz upon completion of necessary right-of-way certifications.

Port District coordination with the City of Santa Cruz on the Murray Street bridge reconstruction project. Contract services for engineering oversight and legal counsel will be needed.

The bridge replacement project was delayed while the Santa Cruz County Sanitation District completed planning and design for relocation of the sanitary sewer pipeline. City staff and consultants restarted efforts to update appraisals and update cost estimates in 2020. The City hopes to go to bid on the project in Spring 2022, though the timeline is likely optimistic.

Aldo's Seawall Replacement (F027)

Status: Construction of a new seawall was completed by Granite Construction in FY20. The project was partially funded by financing obtained in FY19. All loan funding has been expended. Approximately \$188,441 remains in the CIP following project close-out, to provide funding for any future District costs associated with accessway improvements and Tenant reconstruction of the restaurant structure.

Parking Upgrades (F028)

Status: FY23 funding recommended.

The Santa Cruz Harbor Parking Management Plan completed during FY16 included several recommendations for upgrading ADA parking facilities throughout the harbor. This project involves assessing current inventory and adding new accessible spaces in key locations.

In FY21 one additional ADA space was added in the concession parking lot and existing spaces were relocated and reconfigured to bring them to current ADA standards. In FY22, funding to assess necessary upgrades to bring the path of travel between the concession lot public restroom and the beach plaza / concession area to current standards was completed. Work to complete the necessary path of travel upgrades is planned in FY23.

Pappy Park (F032)

Status: Project completed in 2020. Reallocate remaining funding.

The project involves construction of a display cradle for the vessel *Pappy* and associated sitework.

Patrol Vessel Replacement (F033)

Status: Replacement is fully funded through State of California grant (FY20 budget allocation) and partial funding was allocated to the CIP in FY19.

Grant funding in the State of California budget was secured in FY20 for replacement of the Port District's Almar patrol vessel, fully funding capital equipment acquisition anticipated to cost \$530,000. The State of California is providing grant reimbursement to the Port District on an ongoing basis as costs are incurred.

Boatyard Marine Ways Inspection / Upgrades F035

Status: Funding recommended in FY23

Visual inspections of the boatyard marine ways were performed on March 12, 2011, and on November 8, 2018. An analysis of the design capacity of the marine ways was completed in FY20, and three of the critical piles supporting the boatyard marine ways were repaired (jacket / cementitious grout). The pile repairs were completed as a change order under the Pile Repair and Replacement Project (F005). New decking for the marine ways was purchased in FY20, and installed in FY21.

In September 2020, an emergency condition assessment was performed by Moffatt & Nichol after a stringer on the north way cracked. Stringers on the north and south ways were replaced and I-beams were installed per the engineer's recommendations, requiring that the new decking be removed and replaced. This emergency repair work was completed by in-house crews and was funded out of the operating budget.

Additional funding is recommended in FY23 to install steel guides along the length of the marine ways deck to increase safety during Travelift operation.

Dredge Yard Hazmat shed (F037)

Status: Project completed in FY20. Reallocate remaining funding.

The County of Santa Cruz Environmental Health Service required replacement of the 3-sided waste oil shed in the dredge yard with a fully contained hazmat shed.

Harborwide Sign Study (F038)

Status: Limited project completed in-house in FY21. Reallocate remaining funding.

Project to development of sign design criteria for multi-tenant buildings in the southeast harbor area. New sign program for multi-tenant buildings in the southeast harbor developed in-house.

Harborwide Refuse / Recycling Study (F039)

Status: Limited project funding allocated in FY20; supplemental funding eliminated in FY21 due to COVID-19; additional funding recommended in FY24.

Project is for sanitation engineering study of refuse and recycling systems and recommended improvements. Cost proposals are being sought in FY22 to assist in future budget planning.

Water Taxi Replacement (H002)

Status: New water taxi delivered in FY21; placed into service in Summer 2021. Reallocate remaining funding to Unallocated CIP Funds.

West Jetty Walkway (J001)

Status: On hold. Limited funding from prior years.

A Phase 1 project to complete resurfacing of the west jetty walkway was completed in 2012, utilizing grant funding provided by the Coastal Conservancy.

Phase 2, which will complete an accessible walkway between AA-dock and Walton Lighthouse featuring donor-funded amenities including benches, plazas, a gateway and overlooks, is on hold pending completion of the Aldo's restaurant building replacement, and subsequent West Side Master Plan.

Concession Lot Automation Project (OP02)

Status: Project completed in FY20; project closed out and funding reallocated in FY21.

Maintenance Work Boat Replacement (F041)

Status: Project completed in FY22. Reallocate remaining funding to Unallocated CIP Funds.

Embankment Assessment:

Status: Funding recommended in FY24 and beyond.

The embankment area at the site of the crane pad on the east access road adjacent to *Twin Lakes'* off-season mooring has visible erosion, which was accelerated further by the January 2022 tsunami. Funding was designated in FY22 to inspect the area, assess the significance of the erosion and develop a repair plan suitable to support the crane and associated activities. A comprehensive assessment was completed in FY22, and an additional review of the area was performed by engineers after the tsunami event. Funding will be required for future project design and engineering.

Appendix C
Index of Non-Funded Projects

Non-Funded Projects List FY23

Wifi System

Status: FY23 funding for a feasibility study and Request for Proposals (“RFP”) for installation of a harborwide wifi system was proposed, but will be delayed to FY24 or beyond.

This project involves design and installation of a wifi system available to harbor customers and tenants. Installation costs are presumed to be borne by a wifi vendor to be selected through a public bidding process, though there are numerous other options researched by Port District staff which may impact the type of service provided, installation costs, ongoing monthly costs, vendor-provided support, maintenance and customer service, fee-based upgrade options, etc.

A feasibility study by an outside consultant is recommended to identify and assess available options. Any wifi system should include comprehensive vendor-provided support as a top priority. Should the Commission direct staff to pursue the project following completion of a feasibility study, subsequent development of an RFP for installation of a wifi system by a qualified consultant is recommended.

Funding for this project was anticipated to be programmed for FY22, but delayed to FY23 due to an anticipated shortfall in dredge expense reimbursement potentially impacting revenues in calendar 2021.

Arana Gulch Grade Control Structure Feasibility Study – FEMA Hazard Mitigation Grant Application

Estimated Cost: \$50,000

Funding Source(s): Federal Emergency Management Agency Hazard Mitigation Grant Program and Local Cost Share. Limited CIP funding anticipated in FY24

This project would involve developing a grant proposal to fund engineering design and construction of several sediment-reduction measures in Arana Gulch, upstream of the north harbor. Work on this project commenced in FY 11 with a preliminary application submitted on the Port District's behalf. The application process was suspended because the Port District is not eligible to serve as lead agency for the grant and cooperative agreements had not been executed with the City of Santa Cruz and the County of Santa Cruz for extraterritorial work sponsored by the Port District.

West Side Master Plan

Estimated Cost: \$75,000

Funding Source(s): Capital Improvement Program Funding

Master Plan study to follow reconstruction of a new restaurant at 616 Atlantic Avenue for the purposes of completing accessible public improvements along the walkway and jetty area between AA Dock and Walton Lighthouse, as envisioned in the 2008 West Jetty Walkway project. The West Side Master Plan needs to seamlessly tie in access to any future replacement of the SH Revetment and Seawall (F022).

Elevator Replacement Fund

Estimated Cost: \$75,000 to \$100,000 funding level recommended

Funding Source(s): Capital Improvement Program Funding

Fund for future replacement of Port District elevator(s).

Electric Vehicle Charging Station

Estimated Cost: TBD

Funding Source(s): Grant Funding and/or Capital Improvement Program Funding

Identification of location(s) for placement of electric vehicle charging station(s) throughout the harbor, including assessment of power requirements and ongoing utility costs and maintenance.

Appendix D
New Projects Proposed for FY23

New Projects List FY23

Fuel System Upgrades (F043)

Status: New project funding recommended in FY23

The Santa Cruz Port District operates a full-service fuel dock 7 days a week. Ensuring that adequate funding is available for future equipment repair is critical to ensuring a serviceable operation.

In FY23, the Port District will be required to make necessary upgrades to the credit card terminal at the fuel dock. Additional funding in FY23 and FY24 is necessary to facilitate replacement of all four fuel dispensers in FY25.

January 2022 Tsunami Fund (F045)

Status: New project funding recommended in FY23.

On January 15, 2022, an underwater volcanic eruption near the island nation of Tonga generated a devastating tsunami wave, which impacted ports and harbors along the California coast. The event caused more than \$15 million in estimated emergency response, debris removal costs, and damage to public facilities across the state.

The initial damage estimate for the Santa Cruz Port District totals approximately \$6,512,500. Impacts include but are not limited to damage to pilings, docks, utility service, and landside facilities infrastructure; damage to essential dredge equipment; and accelerated erosion of critical embankment areas. Staff is currently working with the California Office of Emergency Services to seek disaster assistance funding under the California Disaster Assistance Act. Additionally, the Port District's insurance carrier has been notified of the claim.

Funding proposed in the FY23 budget will help offset unforeseen / unanticipated expenses arising from the January 2022 tsunami.

**Santa Cruz Port District
Fund Balance Projection
As of 2/16/22**

Year	Number	Project Name	Beginning Balance April 1, 2021	FY22 Funding Contribution	FY22 Projected Expenditures	FY23 Proposed Reallocations	FY23 Funding Contribution	Projected Balance March 31, 2022
FY13	F003	CF Marine Srv Center	\$ 10,000.00					\$ 10,000.00
FY13	HO01	Harbor Security Upgrades	774.43		(370.08)		12,000.00	\$ 12,404.35
FY13	F004	Sanitary Sewer Lift Stations	355,902.59		(15,762.53)		25,000.00	\$ 365,140.06
FY13	F005	Piling Replacement	-				30,000.00	\$ 30,000.00
FY13	F006	Pavement Repairs	11,037.03	191,688.00	(200,008.88)		50,000.00	\$ 52,716.15
FY14	F008	Dock Upgrades	75,756.69	35,000.00	(28,659.85)			\$ 82,096.84
FY14	F009	Pier Rehabilitation	6,709.81	20,000.00	(17,388.00)		120,000.00	\$ 129,321.81
FY14	F011	Building Restoration	97,858.32	126,605.00	(9,994.00)		47,000.00	\$ 261,469.32
FY14	F012	Restroom Bldg Rehabilitation	18,293.27	156,707.00			100,000.00	\$ 275,000.27
FY14	F013	Sidewalk & Plaza Restoration	33,000.00					\$ 33,000.00
FY14	F014	Storm Drain System	30,000.00					\$ 30,000.00
FY14	F015	Water & Sewer System	51,771.00					\$ 51,771.00
FY14	F018	Parking Pay Station	-				15,000.00	\$ 15,000.00
FY14	F019	Aeration System Upgrades	31,304.40					\$ 31,304.40
FY14	F020	Ice Machine	19,221.87					\$ 19,221.87
FY14	J001	West Jetty Walkway	799.25					\$ 799.25
FY14	F021	7th and Brommer Recon	53,555.53	65,000.00	(49,380.02)		70,000.00	\$ 139,175.51
FY15	F022	SH Revetment & Seawall	78,499.29				20,000.00	\$ 98,499.29
FY15	F024	Murray Street Bridge	9,603.30		(33,707.27)			\$ (24,103.97)
FY15	F099	Unallocated CIP Funds	321,796.80	(65,000.00)		(239,588.36)		\$ 17,208.44
FY16	F027	Aldo's Seawall Replacement	188,441.04					\$ 188,441.04
FY16	F028	Parking Upgrades	-	20,000.00	(6,624.21)		35,000.00	\$ 48,375.79
FY19	F033	Patrol Vessel Replacement	3,509.03		(256,027.92)			\$ (252,518.89)
FY20	F035	Boatyard Marine Ways Insp/Upgrades	-				8,000.00	\$ 8,000.00
FY20	F039	Harborwide Refuse/Recycling Study	10,000.00					\$ 10,000.00
FY20	F040	Water Taxi	6,065.00		(5,895.00)	(170.00)		\$ -
FY21	F041	Maint Work Boat Replacement	25,000.00		(24,758.36)	(241.64)		\$ (0.00)
FY22	F042	Embankment Assessment		15,000.00	(8,726.00)			\$ 6,274.00
FY23	F043	Fuel System Upgrades					40,000.00	\$ 40,000.00
FY23	F044	January 22 Tsunami Fund					50,000.00	\$ 50,000.00

Totals \$ 1,438,899 \$ 565,000 \$ (657,302) \$ (240,000) \$ 622,000 \$ 1,728,597

APPENDIX E

Santa Cruz Port District
Mobile Equipment Schedule



Description	Model/Serial #	HP
1998 Taylor-Dunn (E32) Gas/Diesel Station 10,000 Gallons Each Fuel Tank (2) (built 1984; double wall) Dredge Pipe System (seasonal use)	130051	
Tennant Sweeper	Model S30 Rider Sweeper	29 hp
Caterpillar Forklift (14,000 lb, propane powered)	V140; Serial No 59W00442	58 hp
Marine Travelift	50 BFMII Mobile Boat Hoist	80 hp
Nissan Forklift	CPJ02A25PV	60 hp
American Sportworks 2014 Trailwagon UTV	A4PUTXHCCEAA24877	12 hp
Caterpillar "Bobcat"	S130	46 hp
2004 Link-Belt 4x4 rough terrain 50-ton crane w/ Cummins Engine	Crane RTC8050; Engine B5.9-C	185 hp
Hyster Forklift (14,000 lb)	Model H155XL2; Serial No G006V04495D	85 hp
Komatsu Forklift	Model FG25ST-15	55.7 hp
Caterpillar Bulldozer	Model D6K LGP	130 hp
Toyo Submersible Pump w/ pipe flange	DPF-75B-MT2	75 hp
Portable Generator MQ Power WhisperWatt 150 Model DCA150SSJ	606HF285 (J. Deere Engine); TRLR150XFH (Trailer)	216 hp
McElroy Pipe Fuser (Trac Star 618)	Model #AT1830101; diesel powered	20 hp

Santa Cruz Port District
Vehicle / Vessel / Trailer Registration Information
Updated 4/26/21
BARFLEET #GE 941248

Department	Vehicle / Vessel ID	License / CF	VIN/HIN	Year / Make	Model / HP	Registration	Pink Slip	Key	Purchase Date
Maintenance (Randy)	#27	012035	1FTHF25H3TLA67464	1996 Ford	F-250 Flatbed	Perm. Exempt	Y	175	December 1995
Maintenance (Jose)	#36	1144740	1FTNF20L23EA53283	2003 Ford	F250 Super Duty	Perm. Exempt	Y	182	April 2003
Maintenance (Jorge)	#40	1273734	1FDWF36548EA99008	2008 Ford	F350 Super Duty	Perm. Exempt	Y	186	July 2007
Maintenance (Matt)	#45	5G47958	2FTHF25G6RCA48787	1994 Ford	Truck	Perm. Exempt	Y	172	November 2010
Operations	#46	1353237	1GNNEC13T53R183167	2003 Chevy	Tahoe	Perm. Exempt	Y	178	September 2012
Maintenance/Dredge	#47	1408238	1FTHX26G9VEB95184	1997 Ford	F250 XLT Truck	Perm. Exempt	Y	190	December 2013
Dredge	#48	E1417304	1GNCT18W7YK196870	2000 Chevy	Blazer	Perm. Exempt	Y	177	September 2015
Harbor Patrol	#50	1503184	1FTEW1EG0GKE77932	2016 Ford	F150	Perm. Exempt	Y	203	June 2016
Maintenance	#51	1479778	1FTBF2B68CEC05111	2012 Ford	F250 SD	Perm. Exempt	Y	204	June 2017
Maintenance (Brenda)	#52	1480336	2C4RDGBG0JR180344	2018 Dodge	Truck Grand Caravan	Perm. Exempt	Y	205	March 2018
Maintenance	#53	1119599	1FDXF46P56EC74164	2006 Ford	F450 Bucket Truck	Perm. Exempt	Y	207	September 2018
Maintenance	#54	50102R2	1FTPF1CT2EKG37024	2014 Ford	F-150	Perm. Exempt	Y	208	May 2019
Maintenance	#55	AB90A45	1GC0KVCG5BF213557	2011 Chevy	Silverado 2500	Perm. Exempt	Y	209	April 2019
Harbor Patrol	#56	1578911	1FTEW1E45KKE84003	2019 Ford	F150 Supercrew 4-door 4x4	Perm. Exempt	Y	181	October 2019
Dredge	#57	1530015	1FD7X2B69DEB24876	2013 Ford	F250 SD XLT Flatbed	Perm. Exempt	Y	171	August 2020
Dredge	#E32	N/A	Serial #130051	1998 Taylor-Dunn	T48 Burden Carrier	N/A	N	179	July 1998
Harbor Patrol	P/V Kinnamon								
Dredge	Dauntless	907939	290	Nichols Boat Works	Work Boat, 2 - 215hp engines	Exp. 06/30/2022	Doc.	195	January 1986
Operations	Never Late	U637681	FVP9025KA121	2021 Fiesta	Grande Customer Tritoon, 40HP,	Exp. 12/31/2023	Y	88	January 2021
Maintenance	Big Red	U638083	JYJ01124G121	2021 JJ Boat Works	Work Boat	Exp. 12/31/2023	Y	N/A	July 2021
Maintenance	Odd Job	CF 5355 XC	Hull #32078	Boston Whaler	Work Boat, 1 - 50 hp engine	Exp. 12/31/2023	Y	197	January 2006
Harbor Patrol	Patrol Bicycle 1	N/A	SN:WSBC602216296N	Specialized Rockhopper Pro 1x, Black/Chrome, Large		N/A	N	N/A	June 2019
Harbor Patrol	Patrol Bicycle 2	N/A	SN: WSBC602217326N	Specialized Rockhopper Pro 1x, Black/Chrome, Large		N/A	N	N/A	June 2019
Harbor Patrol	Patrol Bicycle 3	N/A	SN: WSBC602111019N	Specialized Rockhopper Pro 1x, Black/Chrome, X-Large		N/A	N	N/A	June 2019
N/A	Recovery Trailer	4KX7676	4RACS0813AK032254	2010 INTST	Victor VICT508SAFS	Perm. Exempt	N	N/A	February 2010
Harbor Patrol	Scout	CF 9858 XS	XDCB747YL913	2013 Zodiac	DRR650 RIB, 2 Yamaha F6OLB,	Exp. 12/31/2023	N	199	August 2013
Dredge	Side Kick	CF 2613 XC	CFZ2613X0089C	1989 Coast Marine	Skiff	Exp. 12/31/2023	Y	196	March 1989
Dredge	Squirt	CF 2744 XC	CFZ2744X1900	Homemade	Dredge	Exp. 12/31/2023	Y	N/A	August 1989
N/A	Trailer	329428	79EZL103410	1997 EZ Loader	Carrier for HBI	Perm. Exempt	Y	N/A	March 1988
N/A	Trailer	311039	5284	1949 David	BX Trailer for <i>Odd Job</i>	Perm. Exempt	Y	N/A	June 1975
N/A	Trailer	1209499	IT0BS14SXDS066698	1983 TRLRT	Carrier for <i>Free Ride I</i>	Perm. Exempt	Y	N/A	February 2006
N/A	Trailer	1314600	5NHUBL62X8T418000 (Note 2008 Blaze Carrier		OSPR Spill Response	Perm. Exempt	Y	165	July 2008
N/A	Trailer	4MY8144	4OR6A2J63EA030612	2014 Pacific Trailers	Carrier for <i>Scout</i>	Perm. Exempt	N	N/A	August 2013
Dredge	Twin Lakes	1273058	IMO or Other: 1100020106	Dredge Supply Company	Dredge	Exp. 06/30/2022	Doc.	N/A	July 2016
N/A	UTV 1	None	A4PUTXHCCEAA24877	2014 American Sportworks	Trailwagon	N/A	N	206	March 2015
N/A	Pappy	CF 5719 XC	Hull #DRD00030178	1978 Dreadnaug	21' P/V / Sail	Exp. 12/31/2023	Y	N/A	March 2016

APPENDIX F

Account	Description	CATEGORY	FY22 BUDGET	FY 22 PROJXN	FY23 BUDGET
OPERATING INCOME					
000-000-000-0000-4000	Slip Rent Permanent	User	\$4,668,000	\$4,693,765	\$4,804,000
000-000-000-0000-4002	Slip Rent Visitors	User	\$145,000	\$265,388	\$160,000
000-000-000-0000-4003	Annual Slip Rent Discount	User	(\$1,225)	(\$1,317)	(\$1,225)
000-000-000-0000-4006	Tenant Concession Rent	Conc Rent	\$1,685,000	\$1,959,600	\$1,885,000
000-000-000-0000-4008	Misc. Tenant Rent (Sewer)	Conc Rent	\$140,000	\$127,488	\$135,000
000-000-000-0000-4010	Launch Fees	User	\$140,000	\$193,545	\$150,000
000-000-000-0000-4012	Liveaboard	User	\$70,000	\$76,798	\$70,000
000-000-000-0000-4014	Catamaran Storage	User	\$25,500	\$29,777	\$26,000
000-000-000-0000-4016	North Harbor Dry Storage	User	\$185,000	\$185,284	\$185,000
000-000-000-0000-4018	7th Ave Dry Storage	User	\$115,500	\$117,166	\$116,000
000-000-000-0000-4020	Waiting List	User	\$120,000	\$121,250	\$120,000
000-000-000-0000-4024	Slip Leave Option	User	\$2,500	\$3,850	\$3,000
000-000-000-0000-4026	Partnership Fees	User	\$27,250	\$29,734	\$27,500
000-000-000-0000-4028	Sublease Fees	User	\$28,000	\$34,592	\$28,500
000-000-000-0000-4030	Variable/Utility Fees	User	\$195,000	\$200,800	\$197,500
000-000-000-0000-4032	Late Fees	User	\$50,000	\$43,373	\$50,000
000-000-000-0000-4036	Citations	Fines	\$92,500	\$90,021	\$93,000
000-000-000-0000-4040	Credit Card Convenience Charges	Other / Misc	\$20,000	\$23,981	\$22,000
000-000-000-0000-4100	Parking - Concession Lot	User (Pkg)	\$800,000	\$944,717	\$855,000
000-000-000-0000-4102	Parking - Launch Area	User (Pkg)			
000-000-000-0000-4104	Parking - Westside	User (Pkg)			
000-000-000-0000-4118	Meter Permits & Coin	User (Pkg)			
000-000-000-0000-4120	Slip Renter Parking Permits	User (Pkg)	\$36,500	\$32,415	\$25,000
000-000-000-0000-4122	RV Parking	User	\$185,000	\$206,424	\$185,000
000-000-000-0000-4200	Fuel Sales Gasoline	Fuel	\$265,000	\$376,547	\$285,000
000-000-000-0000-4202	Fuel Sales Diesel	Fuel	\$400,000	\$447,765	\$405,000
000-000-000-0000-4204	Fuel Service Call Back Charges	Other / Misc	\$0	\$0	\$10
000-000-000-0000-4210	Wash Rack	User	\$6,250	\$7,905	\$6,250
000-000-000-0000-4220	Boatyard Retail	BY	\$10,500	\$15,995	\$11,500
000-000-000-0000-4225	Boatyard Labor	BY	\$1,000	\$1,000	\$1,000
000-000-000-0000-4230	Boatyard Rental	BY	\$2,500	\$3,610	\$2,500
000-000-000-0000-4235	Boatyard Misc.	BY	\$30,000	\$34,423	\$30,000
000-000-000-0000-4240	Lay Days/Storage	BY	\$115,000	\$181,366	\$122,000
000-000-000-0000-4245	Vessel Haulout	BY	\$125,000	\$157,582	\$130,000
000-000-000-0000-4250	Vessel Berthing	BY	\$30,000	\$35,836	\$32,000
000-000-000-0000-4299	Unallocated Revenue		\$0	\$0	\$0
OPERATING INCOME			\$9,714,775	\$10,640,680	\$10,161,535
EXPENSE SUMMARY BY PROGRAM					
	Administrative Services (110)		\$764,483	\$786,813	\$826,625
	Finance & Purchasing (120)		\$209,575	\$186,362	\$227,216
	Property Management (130)		\$546,648	\$650,513	\$555,579
	Environmental & Permitting (140)		\$195,175	\$93,056	\$192,405
	Port Commission Support (190)		\$57,089	\$113,208	\$78,145
	Harbor Patrol (210)		\$721,534	\$693,195	\$807,951
	Marina Management (220)		\$512,134	\$509,294	\$563,149
	Rescue Services (230)		\$122,463	\$115,867	\$125,105
	Parking Services (240)		\$323,993	\$353,696	\$373,217
	Events (250)		\$35,344	\$19,868	\$34,399
	Fuel Services (280)		\$491,444	\$780,077	\$493,291
	Docks, Piers, Marine Structures (310)		\$297,927	\$325,054	\$340,916
	Utilities (320)		\$95,943	\$106,634	\$104,396
	Buildings (330)		\$395,252	\$339,831	\$410,949
	Grounds (340)		\$786,798	\$817,474	\$838,072
	Aeration (350)		\$57,340	\$45,559	\$57,385
	Fishery Support (360)		\$16,322	\$10,152	\$16,027
	Capital Projects (390)		\$417,797	\$483,355	\$466,799
	Dredging Operations (400)		\$1,487,426	\$1,429,270	\$1,569,037
	Boatyard Operations (500)		\$324,636	\$317,668	\$361,913
OPERATING EXPENSES			\$7,859,323	\$8,176,947	\$8,442,576
OPERATING PROFIT			\$1,855,452	\$2,463,733	\$1,718,959

Account	Description	CATEGORY	FY22 BUDGET	FY 22 PROJXN	FY23 BUDGET
NON OPERATING INCOME/(EXPENSE)					
000-000-000-0000-4300	Harbor Services Charge	Other / Misc	\$10,000	\$4,809	\$10,000
000-000-000-0000-4308	Interest Income	Other / Misc	\$79,500	\$31,477	\$50,000
000-000-000-0000-4310	Other Income	Other / Misc	\$50,000	\$142,155	\$50,000
000-000-000-0000-4375	USACE Reimbursement	Intergov	\$0	\$665,000	\$0
000-000-000-0000-4402	Grants - Federal	Grants	\$0	\$0	\$0
000-000-000-0000-4405	Grants - DBAW	Grants	\$30,000	\$15,000	\$30,000
000-000-000-0000-4406	County Rescue Contribution	Intergov	\$50,000	\$50,000	\$50,000
000-000-000-0000-4408	Waste Oil Grant	Grants	\$12,000	\$12,000	\$12,000
000-000-000-0000-4500	Gain/(Loss) on Asset Disposal	Other / Misc	\$0	\$0	\$0
000-000-000-0000-4600	Cash Over/Under		\$0	\$0	\$0
000-000-000-0000-4900	Election Expense		\$0	(\$175)	\$0
	Principal Debt Payments		(\$1,260,274)	(\$1,278,283)	(\$1,329,940)
	Capital Improvement Program		(\$500,000)	(\$500,000)	(\$382,000)
	Capitalized Expenses / Dredge Intermediate Fund		\$0	(\$598,021)	(\$195,151)
	Depreciation		\$0	(\$1,725,000)	\$0
NET INCOME/(LOSS)			\$326,678	(\$717,306)	\$13,867
FY22 INCOME PROJECTION NET OF DEPRECIATION / CAP EXPENSES					
	Capital Improvement Program				
	Capitalized Expenses / Dredge Intermediate Fund			\$598,021	
	Depreciation			\$1,725,000	
PROJECTED NET INCOME FY22				\$1,605,716	
	<i>FY23 Projected Reserve Fund Contribution</i>		\$0		(\$145,813)
	<i>FY23 Projected Election Fund Contribution</i>		(\$175)	(\$175)	\$0

Account	Description	CATEGORY	FY22 BUDGET	FY 22 PROJXN	FY23 BUDGET
ADMINISTRATIVE SERVICES (110)					
100-100-110-0000-5000	Salaries - Regular		\$247,000	\$197,808	\$289,179
100-100-110-0000-5005	Salaries - Overtime		\$500	\$0	\$500
100-100-110-0000-5010	Wages - Part Time/Temporary		\$1,000	\$0	\$1,000
100-100-110-0000-5020	Salaries - Vacation Pay		\$5,000	\$23,410	\$5,000
100-100-110-0000-5030	Salaries - Sick Pay		\$0	\$491	\$0
100-100-110-0000-5055	Unemployment Insurance (SUI)		\$1,500	\$835	\$1,800
100-100-110-0000-5060	FICA Medicare/Social Security		\$18,627	\$18,081	\$19,905
100-100-110-0000-5075	Auto Allowance		\$2,400	\$1,900	\$2,400
100-100-110-0000-5105	Workers' Compensation		\$10,178	\$7,514	\$8,850
100-100-110-0000-5110	CalPERS Employer Share		\$29,524	\$26,164	\$31,433
100-100-110-0000-5112	CalPERS Unfunded Liability		\$51,006	\$51,006	\$53,992
100-100-110-0000-5115	Health Insurance		\$46,307	\$48,805	\$48,548
100-100-110-0000-5120	Dental Insurance		\$3,389	\$2,947	\$3,351
100-100-110-0000-5125	Long Term Disability/Life/AD&D		\$752	\$1,115	\$867
100-100-110-0000-5200	Printing & Newsletter		\$14,000	\$12,212	\$14,000
100-100-110-0000-5202	Legal Notices		\$1,000	\$500	\$1,000
100-100-110-0000-5204	Advertising		\$3,000	\$3,076	\$3,000
100-100-110-0000-5206	Postage		\$10,000	\$7,774	\$10,000
100-100-110-0000-5208	Promotional Expense		\$4,000	\$2,500	\$11,000
100-100-110-0000-5214	Office Supplies		\$14,000	\$11,257	\$14,000
100-100-110-0000-5217	Supplies		\$1,000	\$1,000	\$1,000
100-100-110-0000-5240	Miscellaneous Employee Training		\$2,000	\$997	\$2,000
100-100-110-0000-5242	Pre-Employment Physicals		\$1,000	\$270	\$1,000
100-100-110-0000-5256	Equipment Rental		\$1,000	\$0	\$1,000
100-100-110-0000-5262	Insurance Premiums		\$21,000	\$23,655	\$27,500
100-100-110-0000-5264	Insurance Claims		\$6,000	\$3,203	\$5,000
100-100-110-0000-5266	Memberships, Dues, Subscriptions		\$7,000	\$13,126	\$14,000
100-100-110-0000-5268	Meetings & Training		\$5,000	\$5,000	\$5,000
100-100-110-0000-5270	Books		\$300	\$0	\$300
100-100-110-0000-5282	Bank Service Charges		\$16,000	\$13,775	\$16,000
100-100-110-0000-5284	Credit Card Fees		\$40,000	\$37,102	\$40,000
100-100-110-0000-5286	Data Storage		\$3,000	\$0	\$0
100-100-110-0000-5288	Employee Recognition		\$3,000	\$5,374	\$3,000
100-100-110-0000-5290	Miscellaneous Expenses		\$1,000	\$1,000	\$1,000
100-100-110-0000-5298	Interest Expense		\$2,000	\$0	\$2,000
100-100-110-0000-5310	Telephone & Alarms		\$31,000	\$14,128	\$26,000
100-100-110-0000-5415	Miscellaneous Professional Services		\$12,000	\$9,600	\$12,000
100-100-110-0000-5416	Legal Consultation		\$40,000	\$31,451	\$40,000
100-100-110-0000-5420	Technical Services		\$21,000	\$16,203	\$21,000
100-100-110-0000-5425	Contract Services		\$12,000	\$13,004	\$12,000
100-100-110-0000-5450	Other Services		\$10,000	\$23,372	\$10,000
100-100-110-0000-5465	Software License & Application		\$28,000	\$28,297	\$31,000
100-100-110-0000-5470	LAFCO Assessment		\$14,000	\$11,609	\$14,000
100-100-110-0000-5500	Mileage Reimbursement		\$1,000	\$500	\$1,000
100-100-110-0000-5510	Meetings & Seminars		\$3,000	\$1,500	\$3,000
100-100-110-0000-5694	Office Equipment R&M		\$12,000	\$1,000	\$10,000
100-100-110-0000-5698	Equipment/Equipment R&M		\$8,000	\$4,877	\$8,000
100-100-110-CO19-5000	COVID-19 Labor		\$0	\$1,826	\$0
100-100-110-CO19-6300	COVID-19 Expenses		\$0	\$105	\$0
100-100-110-TSUN-5000	2022 Tsunami Labor			\$55,557	\$0
100-100-110-TSUN-6300	2022 Tsunami Expenses			\$51,885	\$0
100-100-110-0000-6100	Capitalized Equip Xfer to 1100		0	\$253,249	\$0
TOTAL ADMINISTRATIVE SERVICES			\$764,483	\$786,813	\$826,625

Account	Description	CATEGORY	FY22 BUDGET	FY 22 PROJXN	FY23 BUDGET
FINANCE & PURCHASING (120)					
100-100-120-0000-5000	Salaries - Regular		\$97,165	\$87,860	\$113,606
100-100-120-0000-5005	Salaries - Overtime		\$500	\$250	\$500
100-100-120-0000-5010	Wages - Part Time/Temporary		\$1,000	\$0	\$1,000
100-100-120-0000-5055	Unemployment Insurance (SUI)		\$1,000	\$419	\$957
100-100-120-0000-5060	FICA Medicare/Social Security		\$8,138	\$6,686	\$8,678
100-100-120-0000-5105	Workers' Compensation		\$4,301	\$2,816	\$3,740
100-100-120-0000-5110	CalPERS Employer Share		\$7,681	\$6,758	\$8,177
100-100-120-0000-5112	CalPERS Unfunded Liability		\$13,269	\$13,269	\$14,046
100-100-120-0000-5115	Health Insurance		\$19,382	\$19,505	\$20,329
100-100-120-0000-5120	Dental Insurance		\$1,432	\$1,159	\$1,416
100-100-120-0000-5125	Long Term Disability/Life/AD&D		\$307	\$340	\$367
100-100-120-0000-5214	Office Supplies		\$750	\$500	\$750
100-100-120-0000-5266	Memberships, Dues, Subscriptions		\$500	\$250	\$500
100-100-120-0000-5268	Meetings & Training		\$2,000	\$1,000	\$2,000
100-100-120-0000-5272	Software		\$500	\$0	\$500
100-100-120-0000-5290	Miscellaneous Expenses		\$1,000	\$1,000	\$1,000
100-100-120-0000-5420	Technical Services		\$2,000	\$1,000	\$2,000
100-100-120-0000-5460	Accounting & Auditing		\$46,000	\$43,000	\$46,000
100-100-120-0000-5465	Software License & Application		\$500	\$0	\$500
100-100-120-0000-5500	Mileage Reimbursement		\$150	\$50	\$150
100-100-120-0000-5698	Equipment/Equipment R&M		\$2,000	\$500	\$1,000
	TOTAL FINANCE & PURCHASING		\$209,575	\$186,362	\$227,216
PROPERTY MANAGEMENT (130)					
100-100-130-0000-5000	Salaries - Regular		\$15,764	\$17,991	\$18,443
100-100-130-0000-5055	Unemployment Insurance (SUI)		\$125	\$63	\$100
100-100-130-0000-5060	FICA Medicare/Social Security		\$1,755	\$1,273	\$1,811
100-100-130-0000-5105	Workers' Compensation		\$449	\$275	\$390
100-100-130-0000-5110	CalPERS Employer Share		\$2,264	\$2,038	\$2,411
100-100-130-0000-5112	CalPERS Unfunded Liability		\$3,912	\$3,912	\$4,141
100-100-130-0000-5115	Health Insurance		\$1,948	\$2,086	\$2,047
100-100-130-0000-5120	Dental Insurance		\$149	\$138	\$148
100-100-130-0000-5125	Long Term Disability/Life/AD&D		\$32	\$81	\$38
100-100-130-0000-5204	Advertising		\$1,500	\$1,350	\$1,500
100-100-130-0000-5262	Insurance Premiums		\$112,000	\$119,797	\$128,800
100-100-130-0000-5268	Meetings & Training		\$750	\$0	\$750
100-100-130-0000-5290	Miscellaneous Expenses		\$3,000	\$4,217	\$3,000
100-100-130-0000-5300	Gas & Electricity		\$82,500	\$82,100	\$83,500
100-100-130-0000-5305	Water, Sewer & Garbage		\$184,000	\$171,787	\$180,000
100-100-130-0000-5310	Telephone & Alarms		\$8,500	\$3,189	\$7,500
100-100-130-0000-5315	Sanitary Dist Charges		\$122,000	\$93,330	\$115,000
100-100-130-0000-5416	Legal Consultation		\$6,000	\$146,886	\$6,000
	TOTAL PROPERTY MANAGEMENT		\$546,648	\$650,513	\$555,579

Account	Description	CATEGORY	FY22 BUDGET	FY 22 PROJXN	FY23 BUDGET
ENVIRONMENTAL & PERMITTING (140)					
100-100-140-0000-5000	Salaries - Regular		\$14,117	\$4,456	\$14,016
100-100-140-0000-5005	Salaries - Overtime		\$3,500	\$1,288	\$3,000
100-100-140-0000-5010	Wages - Part Time/Temporary		\$45,000	\$26,454	\$42,000
100-100-140-0000-5030	Salaries - Sick Pay		\$0	\$419	\$0
100-100-140-0000-5055	Unemployment Insurance (SUI)		\$1,000	\$1,718	\$1,000
100-100-140-0000-5060	FICA Medicare/Social Security		\$3,226	\$911	\$3,392
100-100-140-0000-5105	Workers' Compensation		\$1,323	\$2,893	\$1,150
100-100-140-0000-5110	CalPERS Employer Share		\$3,219	\$5,561	\$3,427
100-100-140-0000-5112	CalPERS Unfunded Liability		\$5,561	\$5,804	\$5,886
100-100-140-0000-5115	Health Insurance		\$5,744	\$364	\$6,036
100-100-140-0000-5120	Dental Insurance		\$440	\$124	\$435
100-100-140-0000-5125	Long Term Disability/Life/AD&D		\$95	\$132	\$113
100-100-140-0000-5217	Supplies		\$1,000	\$650	\$1,000
100-100-140-0000-5235	Vehicle & Equipment Fuel		\$500	\$500	\$500
100-100-140-0000-5268	Meetings & Training		\$500	\$0	\$500
100-100-140-0000-5276	Permit Fees		\$8,000	\$9,029	\$8,000
100-100-140-0000-5292	Uniform Cleaning/Laundry		\$250	\$250	\$250
100-100-140-0000-5420	Technical Services		\$90,000	\$24,405	\$90,000
100-100-140-0000-5500	Mileage Reimbursement		\$500	\$0	\$500
100-100-140-0000-5625	Signage		\$200	\$100	\$200
100-100-140-0000-5665	Vehicle Maintenance		\$2,000	\$2,000	\$2,000
100-100-140-0000-5696	Permits & Inspections		\$2,500	\$1,500	\$2,500
100-100-140-0000-5698	Equipment/Equipment R&M		\$6,500	\$4,500	\$6,500
	TOTAL ENVIRONMENTAL & PERMITTING		\$195,175	\$93,056	\$192,405
PORT COMMISSION SUPPORT (190)					
100-100-190-0000-5000	Salaries - Regular		\$29,120	\$36,203	\$39,098
100-100-190-0000-5005	Salaries - Overtime		\$500	\$150	\$500
100-100-190-0000-5010	Wages - Part Time/Temporary		\$1,000	\$0	\$1,000
100-100-190-0000-5055	Unemployment Insurance (SUI)		\$100	\$79	\$302
100-100-190-0000-5060	FICA Medicare/Social Security		\$2,284	\$2,630	\$2,454
100-100-190-0000-5105	Workers' Compensation		\$1,357	\$1,717	\$1,180
100-100-190-0000-5110	CalPERS Employer Share		\$3,441	\$3,090	\$3,663
100-100-190-0000-5112	CalPERS Unfunded Liability		\$5,944	\$5,944	\$6,292
100-100-190-0000-5115	Health Insurance		\$5,894	\$6,167	\$6,193
100-100-190-0000-5120	Dental Insurance		\$452	\$367	\$447
100-100-190-0000-5125	Long Term Disability/Life/AD&D		\$97	\$129	\$116
100-100-190-0000-5214	Office Supplies		\$200	\$0	\$200
100-100-190-0000-5217	Supplies		\$100	\$0	\$100
100-100-190-0000-5268	Meetings & Training		\$6,000	\$3,940	\$6,000
100-100-190-0000-5270	Books		\$100	\$0	\$100
100-100-190-0000-5290	Miscellaneous Expenses		\$0	\$0	\$0
100-100-190-0000-5294	Commission Expenses		\$500	\$250	\$500
100-100-190-CVRA-5000	CVRA Labor		\$0	\$714	\$0
100-100-190-CVRA-6300	CVRA Expenses		\$0	\$51,827	\$10,000
	TOTAL PORT COMMISSION SUPPORT		\$57,089	\$113,208	\$78,145

Account	Description	CATEGORY	FY22 BUDGET	FY 22 PROJXN	FY23 BUDGET
HARBOR PATROL (210)					
100-200-210-0000-5000	Salaries - Regular		\$342,000	\$302,994	\$367,622
100-200-210-0000-5005	Salaries - Overtime		\$10,000	\$13,735	\$10,000
100-200-210-0000-5010	Wages - Part Time/Temporary		\$16,000	\$2,034	\$2,500
100-200-210-0000-5020	Salaries - Vacation Pay		\$5,000	\$1,958	\$4,000
100-200-210-0000-5025	Salaries - Holiday Pay		\$5,000	\$10,687	\$5,000
100-200-210-0000-5030	Salaries - Sick Pay		\$0	\$7,541	\$0
100-200-210-0000-5040	Salaries - Call Back		\$1,500	\$1,820	\$1,500
100-200-210-0000-5045	Salaries - Call Ready		\$3,000	\$6,358	\$4,000
100-200-210-0000-5050	Salaries - Night Differential		\$7,500	\$2,957	\$5,000
100-200-210-0000-5055	Unemployment Insurance (SUI)		\$3,607	\$1,731	\$3,840
100-200-210-0000-5060	FICA Medicare/Social Security		\$31,900	\$28,234	\$34,067
100-200-210-0000-5100	Uniform Allowance		\$6,500	\$6,566	\$6,500
100-200-210-0000-5105	Workers' Compensation		\$17,250	\$11,886	\$15,000
100-200-210-0000-5110	CalPERS Employer Share		\$41,911	\$36,126	\$44,621
100-200-210-0000-5112	CalPERS Unfunded Liability		\$72,406	\$71,447	\$76,645
100-200-210-0000-5115	Health Insurance		\$80,527	\$84,980	\$84,325
100-200-210-0000-5120	Dental Insurance		\$5,744	\$5,346	\$5,680
100-200-210-0000-5125	Long Term Disability/Life/AD&D		\$1,189	\$1,645	\$1,470
100-200-210-0000-5217	Supplies		\$2,500	\$2,500	\$2,500
100-200-210-0000-5218	Tools		\$1,000	\$600	\$1,000
100-200-210-0000-5220	Harbor Patrol Supplies		\$3,000	\$2,500	\$3,000
100-200-210-0000-5224	Almar Maintenance		\$2,500	\$824	\$2,500
100-200-210-0000-5235	Vehicle & Equipment Fuel		\$8,000	\$7,092	\$8,000
100-200-210-0000-5236	Harbor Patrol Training		\$12,000	\$6,000	\$12,000
100-200-210-0000-5238	Harbor Patrol Misc. Expense		\$6,500	\$8,963	\$6,500
100-200-210-0000-5244	Background Investigations		\$3,000	\$2,935	\$3,000
100-200-210-0000-5262	Insurance Premiums		\$3,500	\$4,070	\$4,681
100-200-210-0000-5278	Booking Fees		\$2,000	\$0	\$2,000
100-200-210-0000-5415	Miscellaneous Professional Services		\$1,000	\$2,250	\$3,500
100-200-210-0000-5450	Other Services		\$16,000	\$51,682	\$78,000
100-200-210-0000-5500	Mileage Reimbursement		\$1,500	\$1,200	\$1,500
100-200-210-0000-5510	Meetings & Seminars		\$2,000	\$235	\$2,000
100-200-210-0000-5665	Vehicle Maintenance		\$4,000	\$4,000	\$4,000
100-200-210-0000-5692	Communications Maintenance		\$2,000	\$300	\$2,000
100-200-210-0000-6100	Capitalized Equip. Xfer 1100		\$0	\$19,000	\$0
	TOTAL HARBOR PATROL		\$721,534	\$693,195	\$807,951
MARINA MANAGEMENT (220)					
100-200-220-0000-5000	Salaries - Regular		\$264,817	\$246,681	\$309,343
100-200-220-0000-5005	Salaries - Overtime		\$500	\$2,074	\$500
100-200-220-0000-5010	Wages - Part Time/Temporary		\$26,000	\$24,518	\$24,000
100-200-220-0000-5020	Salaries - Vacation Pay		\$0	\$7,826	\$0
100-200-220-0000-5025	Salaries - Holiday Pay		\$2,500	\$1,773	\$2,500
100-200-220-0000-5040	Salaries - Call Back		\$0	\$114	\$0
100-200-220-0000-5055	Unemployment Insurance (SUI)		\$2,125	\$1,748	\$2,117
100-200-220-0000-5060	FICA Medicare/Social Security		\$17,725	\$21,369	\$18,920
100-200-220-0000-5105	Workers' Compensation		\$9,511	\$6,443	\$8,270
100-200-220-0000-5110	CalPERS Employer Share		\$39,669	\$34,105	\$42,234
100-200-220-0000-5112	CalPERS Unfunded Liability		\$68,532	\$68,532	\$72,545
100-200-220-0000-5115	Health Insurance		\$41,309	\$44,024	\$43,404
100-200-220-0000-5120	Dental Insurance		\$3,167	\$3,000	\$3,131
100-200-220-0000-5125	Long Term Disability/Life/AD&D		\$679	\$1,540	\$810
100-200-220-0000-5217	Supplies		\$6,000	\$2,946	\$5,000
100-200-220-0000-5222	HBI Maintenance		\$2,500	\$1,600	\$2,500
100-200-220-0000-5224	Almar Maintenance		\$5,000	\$5,000	\$5,000
100-200-220-0000-5262	Insurance Premiums		\$6,000	\$7,620	\$8,775
100-200-220-0000-5279	Bad Debt Expense		\$12,000	\$10,000	\$10,000
100-200-220-0000-5280	Lien Sale Expenses		\$2,500	\$18,381	\$2,500
100-200-220-0000-5465	Software License & Application		\$1,000	\$0	\$1,000
100-200-220-0000-5500	Mileage Reimbursement		\$600	\$0	\$600
	TOTAL MARINA MANAGEMENT		\$512,134	\$509,294	\$563,149

Account	Description	CATEGORY	FY22 BUDGET	FY 22 PROJXN	FY23 BUDGET
RESCUE SERVICES (230)					
100-200-230-0000-5000	Salaries - Regular		\$24,684	\$21,441	\$28,770
100-200-230-0000-5005	Salaries - Overtime		\$1,000	\$1,622	\$1,000
100-200-230-0000-5010	Wages - Part Time/Temporary		\$1,000	\$0	\$1,000
100-200-230-0000-5040	Salaries - Call Back		\$3,750	\$2,290	\$3,000
100-200-230-0000-5045	Salaries - Call Ready		\$18,500	\$13,729	\$16,000
100-200-230-0000-5050	Salaries - Night Differential		\$0	\$0	\$0
100-200-230-0000-5055	Unemployment Insurance (SUI)		\$200	\$380	\$440
100-200-230-0000-5060	FICA Medicare/Social Security		\$4,079	\$3,130	\$4,327
100-200-230-0000-5105	Workers' Compensation		\$1,978	\$1,330	\$1,720
100-200-230-0000-5110	CalPERS Employer Share		\$2,420	\$2,101	\$2,576
100-200-230-0000-5112	CalPERS Unfunded Liability		\$4,180	\$4,180	\$4,425
100-200-230-0000-5115	Health Insurance		\$8,592	\$8,482	\$9,027
100-200-230-0000-5120	Dental Insurance		\$659	\$615	\$651
100-200-230-0000-5125	Long Term Disability/Life/AD&D		\$141	\$99	\$169
100-200-230-0000-5212	Safety Supplies		\$2,000	\$2,000	\$2,000
100-200-230-0000-5217	Supplies		\$500	\$500	\$500
100-200-230-0000-5222	Scout Maintenance		\$2,500	\$5,385	\$2,500
100-200-230-0000-5224	Almar Maintenance		\$4,500	\$5,102	\$4,500
100-200-230-0000-5226	Boat Fuel - Patrol Boats		\$7,000	\$7,000	\$7,000
100-200-230-0000-5228	Boat Fuel - Scout				
100-200-230-0000-5236	Harbor Patrol Training		\$7,000	\$7,000	\$6,000
100-200-230-0000-5238	Harbor Patrol Miscellaneous Expense		\$1,000	\$1,000	\$1,000
100-200-230-0000-5262	Insurance Premiums		\$4,500	\$6,480	\$6,500
100-200-230-0000-5425	Contract Services		\$22,280	\$22,000	\$22,000
TOTAL RESCUE SERVICES			\$122,463	\$115,867	\$125,105
PARKING SERVICES (240)					
100-200-240-0000-5000	Salaries - Regular		\$25,075	\$30,684	\$79,426
100-200-240-0000-5005	Salaries - Overtime		\$500	\$644	\$500
100-200-240-0000-5010	Wages - Part Time/Temporary		\$95,000	\$95,783	\$90,000
100-200-240-0000-5020	Salaries - Vacation Pay		\$0	\$0	\$0
100-200-240-0000-5025	Salaries - Holiday Pay		\$0	\$281	\$0
100-200-240-0000-5030	Salaries - Sick Pay		\$1,000	\$972	\$1,000
100-200-240-0000-5055	Unemployment Insurance (SUI)		\$3,500	\$2,871	\$3,500
100-200-240-0000-5060	FICA Medicare/Social Security		\$11,071	\$9,760	\$11,323
100-200-240-0000-5105	Workers' Compensation		\$2,001	\$1,346	\$1,740
100-200-240-0000-5110	CalPERS Employer Share		\$4,817	\$8,500	\$5,129
100-200-240-0000-5112	CalPERS Unfunded Liability		\$8,322	\$16,951	\$8,809
100-200-240-0000-5115	Health Insurance		\$8,691	\$9,327	\$9,132
100-200-240-0000-5120	Dental Insurance		\$666	\$640	\$523
100-200-240-0000-5125	Long Term Disability/Life/AD&D		\$250	\$192	\$135
100-200-240-0000-5212	Safety Supplies		\$500	\$500	\$500
100-200-240-0000-5217	Supplies		\$12,000	\$10,000	\$10,000
100-200-240-0000-5218	Tools		\$100	\$167	\$100
100-200-240-0000-5231	Boat Fuel - Water Taxi <i>(Renamed)</i>		\$1,000	\$305	\$600
100-200-240-0000-5235	Vehicle & Equipment Fuel		\$2,500	\$1,400	\$2,500
100-200-240-0000-5240	Miscellaneous Employee Training		\$1,200	\$390	\$1,000
100-200-240-0000-5254	Rent & Leases		\$8,000	\$7,350	\$8,000
100-200-240-0000-5284	Credit Card Fees		\$50,000	\$68,599	\$50,000
100-200-240-0000-5292	Uniform Cleaning/Laundry		\$500	\$1,663	\$1,000
100-200-240-0000-5425	Contract Services		\$40,000	\$39,171	\$42,000
100-200-240-0000-5450	Other Services		\$32,000	\$32,454	\$32,000
100-200-240-0000-5465	Software License & Application		\$1,500	\$0	\$500
100-200-240-0000-5610	Water Taxi Maintenance		\$3,000	\$2,621	\$3,000
100-200-240-0000-5625	Signage		\$1,000	\$1,947	\$1,000
100-200-240-0000-5635	Parking Meters R&M		\$1,800	\$1,734	\$1,800
100-200-240-0000-5665	Vehicle Maintenance		\$3,000	\$1,500	\$3,000
100-200-240-0000-5698	Equipment/Equipment R&M		\$5,000	\$5,945	\$5,000
100-200-240-0000-6100	Capitalized Equip. Xfer 1100		\$0	\$0	\$0
TOTAL PARKING SERVICES			\$323,993	\$353,696	\$373,217

Account	Description	CATEGORY	FY22 BUDGET	FY 22 PROJXN	FY23 BUDGET
EVENTS (250)					
100-200-250-0000-5000	Salaries - Regular		\$9,204	\$4,336	\$9,344
100-200-250-0000-5005	Salaries - Overtime		\$1,000	\$0	\$1,000
100-200-250-0000-5010	Wages - Part Time/Temporary		\$3,000	\$0	\$3,000
100-200-250-0000-5055	Unemployment Insurance (SUI)		\$44	\$35	\$100
100-200-250-0000-5060	FICA Medicare/Social Security		\$700	\$295	\$899
100-200-250-0000-5105	Workers' Compensation		\$1,587	\$1,067	\$1,380
100-200-250-0000-5110	CalPERS Employer Share		\$1,132	\$985	\$1,205
100-200-250-0000-5112	CalPERS Unfunded Liability		\$1,956	\$1,956	\$2,070
100-200-250-0000-5115	Health Insurance		\$6,893	\$7,398	\$7,243
100-200-250-0000-5120	Dental Insurance		\$528	\$489	\$523
100-200-250-0000-5125	Long Term Disability/Life/AD&D		\$100	\$56	\$135
100-200-250-0000-5217	Supplies		\$4,200	\$1,500	\$3,500
100-200-250-0000-5256	Equipment Rental		\$1,000	\$250	\$1,000
100-200-250-0000-5290	Misc. Expenses		\$3,500	\$1,500	\$2,500
100-200-250-0000-5625	Signage		\$500	\$0	\$500
TOTAL EVENTS			\$35,344	\$19,868	\$34,399
FUEL SERVICES (280)					
100-200-280-0000-5000	Salaries - Regular		\$9,140	\$5,664	\$9,344
100-200-280-0000-5005	Salaries - Overtime		\$0	\$32	\$0
100-200-280-0000-5010	Wages - Part Time/Temporary		\$22,000	\$19,540	\$22,000
100-200-280-0000-5030	Salaries - Sick Pay		\$300	\$0	\$300
100-200-280-0000-5055	Unemployment Insurance (SUI)		\$328	\$315	\$310
100-200-280-0000-5060	FICA Medicare/Social Security		\$2,342	\$2,050	\$2,516
100-200-280-0000-5105	Workers' Compensation		\$1,392	\$936	\$1,210
100-200-280-0000-5110	CalPERS Employer Share		\$1,066	\$911	\$1,134
100-200-280-0000-5112	CalPERS Unfunded Liability		\$1,841	\$1,841	\$1,949
100-200-280-0000-5115	Health Insurance		\$6,044	\$6,494	\$6,351
100-200-280-0000-5120	Dental Insurance		\$463	\$430	\$458
100-200-280-0000-5125	Long Term Disability/Life/AD&D		\$28	\$53	\$119
100-200-280-0000-5217	Supplies		\$1,000	\$150	\$1,000
100-200-280-0000-5218	Tools		\$100	\$0	\$100
100-200-280-0000-5245	Fuel Dock Gasoline		\$195,000	\$354,099	\$195,000
100-200-280-0000-5246	Fuel Dock Diesel		\$225,000	\$360,742	\$225,000
100-200-280-0000-5250	Fuel Dock Equipment & Supplies		\$1,000	\$0	\$1,000
100-200-280-0000-5252	Underground Storage Tank Maintenance		\$5,000	\$8,830	\$7,000
100-200-280-0000-5262	Insurance Premiums		\$4,000	\$1,980	\$4,000
100-200-280-0000-5276	Permit Fees		\$3,900	\$3,930	\$4,000
100-200-280-0000-5284	Credit Card Fees		\$8,000	\$8,000	\$8,000
100-200-280-0000-5465	Software License & Application		\$1,000	\$0	\$0
100-200-280-0000-5607	Fueling Equipment R&M		\$2,500	\$4,079	\$2,500
100-200-280-0000-6100	Capitalized Equip Xfer to 1100		\$22,000	\$21,840	
TOTAL FUEL SERVICES			\$491,444	\$780,077	\$493,291

Account	Description	CATEGORY	FY22 BUDGET	FY 22 PROJXN	FY23 BUDGET
DOCKS, PIERS, MARINE STRUCTURES (310)					
100-300-310-0000-5000	Salaries - Regular		\$65,775	\$112,654	\$90,246
100-300-310-0000-5005	Salaries - Overtime		\$2,000	\$0	\$1,000
100-300-310-0000-5010	Wages - Part Time/Temporary		\$4,000	\$0	\$2,000
100-300-310-0000-5055	Unemployment Insurance (SUI)		\$750	\$542	\$658
100-300-310-0000-5060	FICA Medicare/Social Security		\$7,830	\$7,733	\$8,201
100-300-310-0000-5105	Workers' Compensation		\$2,956	\$1,990	\$2,570
100-300-310-0000-5110	CalPERS Employer Share		\$8,547	\$5,578	\$9,099
100-300-310-0000-5112	CalPERS Unfunded Liability		\$14,765	\$10,930	\$15,629
100-300-310-0000-5115	Health Insurance		\$13,537	\$13,945	\$14,188
100-300-310-0000-5120	Dental Insurance		\$984	\$970	\$973
100-300-310-0000-5125	Long Term Disability/Life/AD&D		\$183	\$337	\$252
100-300-310-0000-5212	Safety Supplies		\$1,000	\$1,095	\$1,000
100-300-310-0000-5214	Office Supplies		\$250	\$500	\$250
100-300-310-0000-5217	Supplies		\$1,000	\$500	\$1,000
100-300-310-0000-5218	Tools		\$2,500	\$2,500	\$2,500
100-300-310-0000-5230	Boat Fuel - Odd Job		\$500	\$200	\$500
100-300-310-0000-5235	Vehicle & Equipment Fuel		\$2,500	\$3,150	\$2,500
100-300-310-0000-5240	Miscellaneous Employee Training		\$5,000	\$0	\$5,000
100-300-310-0000-5256	Equipment Rental		\$2,000	\$0	\$2,000
100-300-310-0000-5262	Insurance Premiums		\$126,000	\$135,779	\$145,000
100-300-310-0000-5268	Meetings & Training		\$1,000	\$0	\$1,000
100-300-310-0000-5290	Miscellaneous Expenses		\$750	\$791	\$750
100-300-310-0000-5292	Uniform Cleaning/Laundry		\$600	\$150	\$600
100-300-310-0000-5430	Engineering Services		\$3,000	\$0	\$3,000
100-300-310-0000-5500	Mileage Reimbursement		\$500	\$150	\$500
100-300-310-0000-5605	Piers & Marine Structures R&M		\$15,000	\$12,286	\$15,000
100-300-310-0000-5615	Maintenance Work Boat R&M		\$1,000	\$2,200	\$1,000
100-300-310-0000-5620	Paint & Supplies		\$3,000	\$2,500	\$3,000
100-300-310-0000-5625	Signage		\$1,000	\$800	\$1,000
100-300-310-0000-5665	Vehicle Maintenance		\$3,000	\$0	\$3,000
100-300-310-0000-5698	Equipment/Equipment R&M		\$4,500	\$5,250	\$5,000
100-300-310-0000-5725	Welding Supplies		\$2,500	\$2,524	\$2,500
100-300-310-0000-6100	Capitalized Equip Xfer to 1100		\$0	\$0	\$0
100-300-310-0000-5672	Other Repairs & Maintenance		\$0	\$0	\$0
TOTAL DOCKS, PIERS, MARINE STRUCTURES			\$297,927	\$325,054	\$340,916
UTILITIES (320)					
100-300-320-0000-5000	Salaries - Regular		\$24,500	\$38,431	\$31,229
100-300-320-0000-5005	Salaries - Overtime		\$1,000	\$379	\$750
100-300-320-0000-5010	Wages - Part Time/Temporary		\$1,000	\$0	\$1,000
100-300-320-0000-5055	Unemployment Insurance (SUI)		\$750	\$390	\$750
100-300-320-0000-5060	FICA Medicare/Social Security		\$1,422	\$3,157	\$2,146
100-300-320-0000-5105	Workers' Compensation		\$3,404	\$2,295	\$2,960
100-300-320-0000-5110	CalPERS Employer Share		\$5,483	\$4,818	\$5,838
100-300-320-0000-5112	CalPERS Unfunded Liability		\$9,473	\$9,473	\$10,027
100-300-320-0000-5115	Health Insurance		\$14,785	\$16,631	\$15,535
100-300-320-0000-5120	Dental Insurance		\$1,133	\$1,060	\$1,121
100-300-320-0000-5125	Long Term Disability/Life/AD&D		\$243	\$225	\$290
100-300-320-0000-5212	Safety Supplies		\$3,000	\$3,000	\$3,000
100-300-320-0000-5217	Supplies		\$1,000	\$700	\$1,000
100-300-320-0000-5240	Miscellaneous Employee Training		\$3,500	\$0	\$3,000
100-300-320-0000-5290	Miscellaneous Expenses		\$250	\$0	\$250
100-300-320-0000-5650	Storm Drain Maintenance		\$5,000	\$6,238	\$5,500
100-300-320-0000-5665	Vehicle Maintenance		\$3,000	\$1,000	\$3,000
100-300-320-0000-5670	Utility Maintenance		\$12,000	\$13,750	\$12,000
100-300-320-0000-5698	Equipment/Equipment R&M		\$5,000	\$5,088	\$5,000
100-300-320-0000-6100	Capitalized Equipment Xfer to 1100		\$0	\$0	\$0
TOTAL UTILITIES			\$95,943	\$106,634	\$104,396

Account	Description	CATEGORY	FY22 BUDGET	FY 22 PROJXN	FY23 BUDGET
	BUILDINGS (330)				
100-300-330-0000-5000	Salaries - Regular		\$62,127	\$51,138	\$72,787
100-300-330-0000-5005	Salaries - Overtime		\$1,000	\$2,785	\$1,000
100-300-330-0000-5010	Wages - Part Time/Temporary		\$5,000	\$0	\$5,000
100-300-330-0000-5015	Salaries - Comp. Time		\$1,000	\$0	\$1,000
100-300-330-0000-5020	Salaries - Vacation Pay		\$1,000	\$2,038	\$1,000
100-300-330-0000-5025	Salaries - Holiday Pay		\$0	\$79	\$0
100-300-330-0000-5040	Salaries - Call Back		\$500	\$1,657	\$500
100-300-330-0000-5045	Salaries - Call Ready		\$5,000	\$7,156	\$5,000
100-300-330-0000-5055	Unemployment Insurance (SUI)		\$896	\$539	\$750
100-300-330-0000-5060	FICA Medicare/Social Security		\$5,728	\$4,667	\$6,156
100-300-330-0000-5105	Workers' Compensation		\$3,404	\$2,289	\$2,960
100-300-330-0000-5110	CalPERS Employer Share		\$7,059	\$4,202	\$7,516
100-300-330-0000-5112	CalPERS Unfunded Liability		\$12,195	\$8,360	\$12,909
100-300-330-0000-5115	Health Insurance		\$18,985	\$15,600	\$19,735
100-300-330-0000-5120	Dental Insurance		\$1,133	\$1,080	\$1,121
100-300-330-0000-5125	Long Term Disability/Life/AD&D		\$250	\$272	\$290
100-300-330-0000-5212	Safety Supplies		\$2,000	\$2,000	\$2,000
100-300-330-0000-5216	Janitorial Supplies		\$30,000	\$29,202	\$30,000
100-300-330-0000-5217	Supplies		\$4,000	\$2,000	\$4,000
100-300-330-0000-5218	Tools		\$2,500	\$2,500	\$2,500
100-300-330-0000-5235	Vehicle & Equipment Fuel		\$2,750	\$2,972	\$3,000
100-300-330-0000-5240	Miscellaneous Employee Training		\$2,500	\$100	\$2,500
100-300-330-0000-5256	Equipment Rental		\$500	\$0	\$500
100-300-330-0000-5262	Insurance Premiums		\$23,775	\$19,744	\$23,775
100-300-330-0000-5266	Memberships, Dues, Subscriptions		\$250	\$0	\$250
100-300-330-0000-5268	Meetings & Training		\$1,000	\$850	\$1,000
100-300-330-0000-5290	Miscellaneous Expenses		\$1,000	\$1,000	\$1,000
100-300-330-0000-5292	Uniform Cleaning/Laundry		\$3,200	\$2,792	\$3,200
100-300-330-0000-5305	Water, Sewer & Garbage		\$61,000	\$62,082	\$62,000
100-300-330-0000-5308	Hazmat Disposal		\$3,500	\$1,375	\$3,500
100-300-330-0000-5412	Custodial Contract		\$65,000	\$62,776	\$65,000
100-300-330-0000-5430	Engineering Services		\$5,000	\$0	\$5,000
100-300-330-0000-5450	Other Services		\$1,500	\$1,687	\$1,500
100-300-330-0000-5600	Building Repairs & Maintenance		\$38,000	\$37,554	\$38,000
100-300-330-0000-5620	Paint & Supplies		\$5,000	\$1,500	\$5,000
100-300-330-0000-5625	Signage		\$1,000	\$300	\$1,000
100-300-330-0000-5645	Street Maintenance		\$4,000	\$500	\$4,000
100-300-330-0000-5660	Street Light Maintenance		\$2,500	\$250	\$2,500
100-300-330-0000-5665	Vehicle Maintenance		\$3,500	\$1,000	\$3,500
100-300-330-0000-5698	Equipment/Equipment R&M		\$5,000	\$5,000	\$7,000
100-300-330-0000-5725	Welding Supplies		\$1,500	\$784	\$1,500
	TOTAL BUILDINGS		\$395,252	\$339,831	\$410,949

Account	Description	CATEGORY	FY22 BUDGET	FY 22 PROJXN	FY23 BUDGET
GROUNDS (340)					
100-300-340-0000-5000	Salaries - Regular		\$187,659	\$222,336	\$219,590
100-300-340-0000-5005	Salaries - Overtime		\$4,500	\$7,301	\$4,500
100-300-340-0000-5010	Wages - Part Time/Temporary		\$14,000	\$10,918	\$15,000
100-300-340-0000-5015	Salaries - Comp. Time		\$450	\$0	\$450
100-300-340-0000-5020	Salaries - Vacation Pay		\$1,500	\$5,909	\$1,500
100-300-340-0000-5025	Salaries - Holiday Pay		\$0	\$2,286	\$0
100-300-340-0000-5030	Salaries - Sick Pay		\$250	\$3,555	\$250
100-300-340-0000-5040	Salaries - Call Back		\$2,500	\$4,305	\$2,500
100-300-340-0000-5045	Salaries - Call Ready		\$7,500	\$8,315	\$7,500
100-300-340-0000-5055	Unemployment Insurance (SUI)		\$1,800	\$1,156	\$3,251
100-300-340-0000-5060	FICA Medicare/Social Security		\$15,477	\$17,674	\$17,312
100-300-340-0000-5105	Workers' Compensation		\$14,605	\$9,822	\$12,700
100-300-340-0000-5110	CalPERS Employer Share		\$18,425	\$15,733	\$19,616
100-300-340-0000-5112	CalPERS Unfunded Liability		\$31,831	\$31,831	\$33,695
100-300-340-0000-5115	Health Insurance		\$63,438	\$70,440	\$66,654
100-300-340-0000-5120	Dental Insurance		\$4,863	\$4,457	\$4,809
100-300-340-0000-5125	Long Term Disability/Life/AD&D		\$1,000	\$770	\$1,245
100-300-340-0000-5210	Hazmat Supplies		\$7,500	\$6,848	\$7,500
100-300-340-0000-5212	Safety Supplies		\$3,000	\$3,100	\$3,000
100-300-340-0000-5217	Supplies		\$4,000	\$4,000	\$4,000
100-300-340-0000-5218	Tools		\$2,500	\$2,500	\$2,500
100-300-340-0000-5235	Vehicle & Equipment Fuel		\$4,500	\$5,637	\$5,000
100-300-340-0000-5240	Miscellaneous Employee Training		\$2,500	\$2,200	\$2,500
100-300-340-0000-5256	Equipment Rental		\$3,000	\$2,989	\$3,000
100-300-340-0000-5266	Memberships, Dues, Subscriptions		\$500	\$100	\$500
100-300-340-0000-5276	Permit Fees		\$2,500	\$1,983	\$2,500
100-300-340-0000-5292	Uniform Cleaning/Laundry		\$4,000	\$2,705	\$4,000
100-300-340-0000-5300	Gas & Electricity		\$210,000	\$223,107	\$215,000
100-300-340-0000-5305	Water, Sewer & Garbage		\$90,000	\$104,236	\$95,000
100-300-340-0000-5308	Hazmat Disposal		\$10,000	\$6,500	\$10,000
100-300-340-0000-5405	Landscaping		\$10,000	\$4,072	\$10,000
100-300-340-0000-5425	Contract Services		\$5,000	\$0	\$5,000
100-300-340-0000-5500	Mileage Reimbursement		\$500	\$0	\$500
100-300-340-0000-5620	Paint & Supplies		\$5,000	\$4,000	\$5,000
100-300-340-0000-5625	Signage		\$4,000	\$2,000	\$4,000
100-300-340-0000-5630	Parking Lot R&M		\$10,000	\$2,000	\$10,000
100-300-340-0000-5645	Street Maintenance		\$2,500	\$1,000	\$2,500
100-300-340-0000-5665	Vehicle Maintenance		\$5,000	\$3,000	\$5,000
100-300-340-0000-5672	Other Repairs & Maintenance		\$3,500	\$2,500	\$3,500
100-300-340-0000-5696	Permits & Inspections		\$2,500	\$0	\$2,500
100-300-340-0000-5698	Equipment/Equipment R&M		\$10,000	\$10,000	\$10,000
100-300-340-0000-5800	Fish Removal Expenses		\$2,500	\$0	\$2,500
100-300-340-0000-5805	Waste Oil Disposal/Recycle		\$12,500	\$6,188	\$12,500
100-300-340-0000-6100	Capitalized Equipment Xfer to 1100		\$0	\$0	\$0
	TOTAL GROUNDS		\$786,798	\$817,474	\$838,072

Account	Description	CATEGORY	FY22 BUDGET	FY 22 PROJXN	FY23 BUDGET
AERATION (350)					
100-300-350-0000-5000	Salaries - Regular		\$12,692	\$9,071	\$12,295
100-300-350-0000-5040	Salaries - Call Back		\$0	\$113	\$0
100-300-350-0000-5055	Unemployment Insurance (SUI)		\$250	\$23	\$75
100-300-350-0000-5060	FICA Medicare/Social Security		\$1,471	\$646	\$1,581
100-300-350-0000-5105	Workers' Compensation		\$874	\$874	\$760
100-300-350-0000-5110	CalPERS Employer Share		\$2,531	\$2,335	\$2,694
100-300-350-0000-5112	CalPERS Unfunded Liability		\$4,372	\$3,722	\$4,628
100-300-350-0000-5115	Health Insurance		\$3,796	\$3,195	\$3,989
100-300-350-0000-5120	Dental Insurance		\$291	\$251	\$288
100-300-350-0000-5125	Long Term Disability/Life/AD&D		\$63	\$87	\$75
100-300-350-0000-5217	Supplies		\$1,000	\$250	\$1,000
100-300-350-0000-5300	Gas & Electricity		\$20,000	\$19,992	\$20,000
100-300-350-0000-5698	Equipment/Equip. R&M		\$10,000	\$5,000	\$10,000
	TOTAL AERATION		\$57,340	\$45,559	\$57,385
FISHERY SUPPORT (360)					
100-300-360-0000-5000	Salaries - Regular		\$9,775	\$5,367	\$9,344
100-300-360-0000-5060	FICA Medicare/Social Security		\$290	\$466	\$312
100-300-360-0000-5105	Workers' Compensation		\$173	\$116	\$150
100-300-360-0000-5110	CalPERS Employer Share		\$644	\$566	\$685
100-300-360-0000-5112	CalPERS Unfunded Liability		\$1,112	\$1,112	\$1,177
100-300-360-0000-5115	Health Insurance		\$749	\$885	\$787
100-300-360-0000-5120	Dental Insurance		\$57	\$58	\$57
100-300-360-0000-5125	Long Term Disability/Life/AD&D		\$22	\$31	\$15
100-300-360-0000-5675	Hoist / Ice Equipment R&M		\$3,500	\$1,550	\$3,500
	TOTAL FISHERY SUPPORT		\$16,322	\$10,152	\$16,027
CAPITAL PROJECTS (390)					
100-300-390-0000-5000	Salaries - Regular		\$4,785	\$51	\$4,426
100-300-390-0000-5055	Unemployment Insurance (SUI)		\$75	\$0	\$15
100-300-390-0000-5060	FICA Medicare/Social Security		\$178	\$4	\$178
100-300-390-0000-5276	Permit Fees		\$2,500	\$0	\$2,500
100-300-390-0000-5290	Miscellaneous Expenses		\$500	\$0	\$500
100-300-390-0000-5298	Interest Expense		\$407,559	\$483,300	\$456,980
100-300-390-0000-5416	Legal Consultation		\$2,000	\$0	\$2,000
100-300-390-0000-5500	Mileage Reimbursement		\$200	\$0	\$200
100-300-390-0000-6200	Principal Debt Payments		\$1,260,274	\$1,278,283	\$1,329,940
	TOTAL CAPITAL PROJECTS		\$417,797	\$483,355	\$466,799

Account	Description	CATEGORY	FY22 BUDGET	FY 22 PROJXN	FY23 BUDGET
	DREDGING OPERATIONS (400)				
100-300-400-0000-5000	Salaries - Regular		\$527,237	\$497,241	\$591,638
100-300-400-0000-5005	Salaries - Overtime		\$25,000	\$22,348	\$25,000
100-300-400-0000-5010	Wages - Part Time/Temporary		\$20,000	\$31,181	\$20,000
100-300-400-0000-5015	Salaries - Comp. Time		\$2,500	\$0	\$1,500
100-300-400-0000-5020	Salaries - Vacation Pay		\$2,000	\$2,957	\$2,000
100-300-400-0000-5025	Salaries - Holiday Pay		\$1,500	\$250	\$1,500
100-300-400-0000-5030	Salaries - Sick Pay		\$0	\$2,562	\$0
100-300-400-0000-5055	Unemployment Insurance (SUI)		\$7,800	\$3,618	\$6,193
100-300-400-0000-5060	FICA Medicare/Social Security		\$46,813	\$43,249	\$50,307
100-300-400-0000-5105	Workers' Compensation		\$27,819	\$19,062	\$24,190
100-300-400-0000-5110	CalPERS Employer Share		\$34,120	\$30,089	\$36,325
100-300-400-0000-5112	CalPERS Unfunded Liability		\$58,945	\$58,945	\$62,396
100-300-400-0000-5115	Health Insurance		\$125,731	\$129,346	\$131,858
100-300-400-0000-5120	Dental Insurance		\$9,262	\$8,757	\$9,159
100-300-400-0000-5125	Long Term Disability/Life/AD&D		\$2,024	\$1,451	\$2,371
100-300-400-0000-5210	Hazmat Supplies		\$3,000	\$1,200	\$3,000
100-300-400-0000-5212	Safety Supplies		\$6,375	\$8,155	\$6,500
100-300-400-0000-5217	Supplies		\$8,000	\$6,129	\$8,000
100-300-400-0000-5218	Tools		\$10,000	\$9,003	\$10,000
100-300-400-0000-5232	Boat Fuel - Dredge Skiff		\$1,200	\$400	\$1,000
100-300-400-0000-5233	Boat Fuel - Twin Lakes		\$105,000	\$119,762	\$105,000
100-300-400-0000-5234	Boat Fuel - Dauntless		\$10,000	\$7,286	\$10,000
100-300-400-0000-5235	Vehicle & Equipment Fuel		\$11,000	\$6,863	\$11,000
100-300-400-0000-5240	Miscellaneous Employee Training		\$10,000	\$6,926	\$10,000
100-300-400-0000-5256	Equipment Rental		\$32,000	\$32,000	\$32,000
100-300-400-0000-5262	Insurance Premiums		\$12,000	\$12,088	\$14,000
100-300-400-0000-5266	Memberships, Dues, Subscriptions		\$500	\$2,190	\$500
100-300-400-0000-5268	Meetings & Training		\$2,000	\$250	\$2,000
100-300-400-0000-5270	Books		\$100	\$0	\$100
100-300-400-0000-5276	Permit Fees		\$10,000	\$6,994	\$10,000
100-300-400-0000-5290	Miscellaneous Expenses		\$5,000	\$3,264	\$5,000
100-300-400-0000-5292	Uniform Cleaning/Laundry		\$6,500	\$5,000	\$6,500
100-300-400-0000-5308	Hazmat Disposal		\$5,000	\$3,700	\$5,000
100-300-400-0000-5418	Freight		\$2,500	\$500	\$2,500
100-300-400-0000-5440	Environmental Services		\$10,000	\$500	\$10,000
100-300-400-0000-5445	Dredge Consulting		\$15,000	\$5,000	\$15,000
100-300-400-0000-5450	Other Services		\$5,000	\$500	\$5,000
100-300-400-0000-5500	Mileage Reimbursement		\$1,000	\$450	\$1,000
100-300-400-0000-5620	Paint & Supplies		\$5,000	\$6,170	\$5,000
100-300-400-0000-5665	Vehicle Maintenance		\$5,000	\$4,000	\$5,000
100-300-400-0000-5672	Other Repairs & Maintenance		\$1,500	\$3,702	\$2,000
100-300-400-0000-5685	Safety Equipment R&M		\$1,500	\$1,500	\$1,500
100-300-400-0000-5698	Equipment/Equipment R&M		\$45,000	\$19,000	\$45,000
100-300-400-0000-5700	Maint/Lube Inner Harbor Dredge		\$20,000	\$5,432	\$20,000
100-300-400-0000-5705	Maint/Lube Dredge Twin Lakes		\$115,000	\$180,318	\$120,000
100-300-400-0000-5707	Maint/Lube - Ancilliary Equipment		\$65,000	\$59,180	\$65,000
100-300-400-0000-5710	Maint/Lube Dredge Workboat Dauntless		\$30,000	\$22,913	\$30,000
100-300-400-0000-5715	Dredge Paint/Coatings		\$17,500	\$18,550	\$18,000
100-300-400-0000-5720	Booster Pump R&M		\$10,000	\$10,000	\$10,000
100-300-400-0000-5725	Welding Supplies		\$10,000	\$9,292	\$10,000
100-300-400-0000-6105	Capitalized Equip Xfer to 1100		\$272,762	\$273,888	\$191,155
	TOTAL DREDGING OPERATIONS		\$1,487,426	\$1,429,270	\$1,569,037

Account	Description	CATEGORY	FY22 BUDGET	FY 22 PROJXN	FY23 BUDGET
	BOATYARD OPERATIONS (500)				
100-500-500-0000-5000	Salaries - Regular		\$127,575	\$104,112	\$149,262
100-500-500-0000-5005	Salaries - Overtime		\$1,000	\$3,199	\$1,000
100-500-500-0000-5010	Wages - Part Time/Temp.		\$10,000	\$18,231	\$15,500
100-500-500-0000-5015	Salaries - Comp. Time		\$300	\$49	\$300
	Salaries - Vacation		\$0	\$2,520	
100-500-500-0000-5025	Salaries - Holiday Pay		\$0	\$103	\$0
100-500-500-0000-5040	Call Back		\$500	\$206	\$500
100-500-500-0000-5055	Unemployment Insurance (SUI)		\$1,250	\$1,419	\$2,324
100-500-500-0000-5060	FICA Medicare/Social Security		\$12,172	\$9,716	\$13,483
100-500-500-0000-5105	Workers' Compensation		\$10,442	\$7,022	\$9,080
100-500-500-0000-5110	CalPERS Employer Share		\$8,036	\$7,015	\$8,555
100-500-500-0000-5112	CalPERS Unfunded Liability		\$13,883	\$13,883	\$14,696
100-500-500-0000-5115	Health Insurance		\$46,756	\$45,879	\$49,055
100-500-500-0000-5120	Dental Insurance		\$3,477	\$3,206	\$3,438
100-500-500-0000-5125	Long Term Disability/Life/AD&D		\$745	\$372	\$745
100-500-500-0000-5204	Advertising		\$525	\$0	\$525
100-500-500-0000-5210	Hazmat Supplies		\$500	\$250	\$500
100-500-500-0000-5212	Safety Supplies		\$500	\$200	\$500
100-500-500-0000-5217	Supplies		\$2,500	\$2,000	\$2,500
100-500-500-0000-5218	Tools		\$1,000	\$905	\$1,000
100-500-500-0000-5235	Fuel - Travelift		\$1,500	\$1,700	\$1,500
100-500-500-0000-5240	Miscellaneous Employee Training		\$1,200	\$955	\$1,200
100-500-500-0000-5256	Equipment Rental		\$1,000	\$0	\$1,000
100-500-500-0000-5262	Insurance Premiums		\$4,425	\$6,480	\$7,450
100-500-500-0000-5276	Permit Fees		\$2,500	\$882	\$2,500
100-500-500-0000-5284	Credit Card Fees		\$5,300	\$6,987	\$6,000
100-500-500-0000-5290	Misc. Expenses		\$1,500	\$750	\$1,500
100-500-500-0000-5292	Uniforms		\$600	\$571	\$600
100-500-500-0000-5300	Gas & Electricity		\$16,250	\$18,760	\$17,000
100-500-500-0000-5305	Water, Sewer, Garbage		\$13,000	\$11,639	\$13,000
100-500-500-0000-5308	Hazmat Disposal		\$4,000	\$5,880	\$5,500
100-500-500-0000-5310	Telephone & Alarms		\$2,000	\$730	\$2,000
100-500-500-0000-5425	Contract Services		\$500	\$400	\$500
100-500-500-0000-5430	Engineering Services		\$500	\$0	\$500
100-500-500-0000-5450	Other Services		\$3,500	\$2,500	\$3,500
100-500-500-0000-5465	Software License & Application		\$500	\$0	\$500
100-500-500-0000-5500	Mileage Reimbursement		\$200	\$200	\$200
100-500-500-0000-5625	Signage		\$250	\$119	\$250
100-500-500-0000-5694	Office Equipment		\$250	\$0	\$250
100-500-500-0000-5698	Equipment R&M		\$6,500	\$20,000	\$7,500
100-500-500-0000-7000	Filtration System R&M		\$4,000	\$3,328	\$2,500
100-500-500-0000-7005	Filtration System Supplies		\$4,000	\$3,500	\$4,000
100-500-500-0000-7020	Cost of Goods Sold		\$10,000	\$12,000	\$10,000
100-500-500-0000-6100	Capital Outlay			\$30,044	\$4,000
	TOTAL BOATYARD OPERATIONS		\$324,636	\$317,668	\$361,913

NOTES

NOTES

**Santa Cruz Port District
Historic Annual Slip Rent Increases
FY13 – FY22**

Year	Slip Rent Increase (South Harbor)	Slip Rent Increase (North Harbor)	CPI (Calendar Year)¹	CPI Rate
FY 13	5%	5% ²	2011	2.93%
FY 14	2.5%	2.5%	2012	2.68%
FY 15	2.6%	2.6%	2013	2.58%
FY 16	2.7%	2.7%	2014	2.7%
FY 17	0%	0%	2015	3.2%
FY18	2%	2%	2016	3.53%
FY19	2%	2%	2017	2.9%
FY20	2.5%	2.5%	2018	4.5%
FY21	2.5%	2.5%	2019	2.45%
FY22	0%	0%	2020	2%
10-YR AVERAGE	2.0%	2.0%		2.95%

¹ Budget prep / analysis occurs at the end of the calendar year preceding the start of the next fiscal year.

² 20-foot slips were excluded from fee increase in FY13.

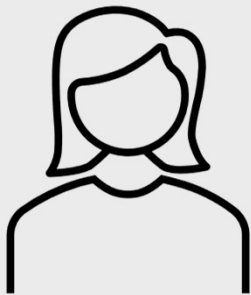
FY23 DRAFT BUDGET PRESENTATION

SANTA CRUZ PORT DISTRICT



1

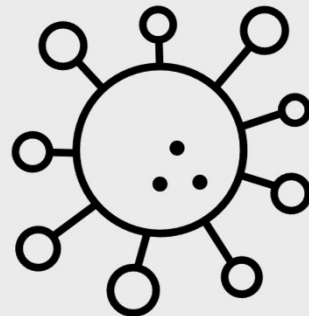
FY23 BUDGET FRAMEWORK



Personnel Costs




Tsunami



Pandemic


2

FY23 BUDGET FRAMEWORK



Balanced Budget

Present a balanced budget that meets debt service requirement




Budgeted Revenues

Takes a conservative approach to budgeted revenues



Personnel Services

Funds approved labor contracts and reintroduces Parking Coordinator position



Fund CIP

Current funding level is less than stated goal, to achieve a balanced budget, while funding priority projects.

3

CURRENT FY22 BUDGET PROJECTIONS



OPERATING REVENUE

Exceed budget by \$925,000

- Parking Revenue
- Launch Fees
- Visitor Berthing
- Boatyard
- Concession Income



OPERATING EXPENSES

Exceed budget by 4%

Salary Savings

- Tsunami Expenses
- Legal Consultation
- CVRA Transition
- Fuel Expense (offset)
- Interest Expense



NET INCOME

Projected Loss: \$717,306

Net of depreciation & capitalized expenses, net income is projected to be positive overall.

4

REVENUE					
	2019	2020	2021	Budget 2022	Draft 2023
Audited Revenue	\$9,211,328	\$9,813,660	\$9,521,878	\$10,640,680	
Budgeted Revenue	\$8,839,266	\$9,236,969	\$9,731,022	\$9,714,775	\$10,023,285

FY22 projections will exceeds budget due to increases in parking, launch, visitor berthing, and boatyard revenue. FY23 draft budget maintains a conservative approach to all revenue categories, including concession income (although growth is steadily climbing in this category).

5

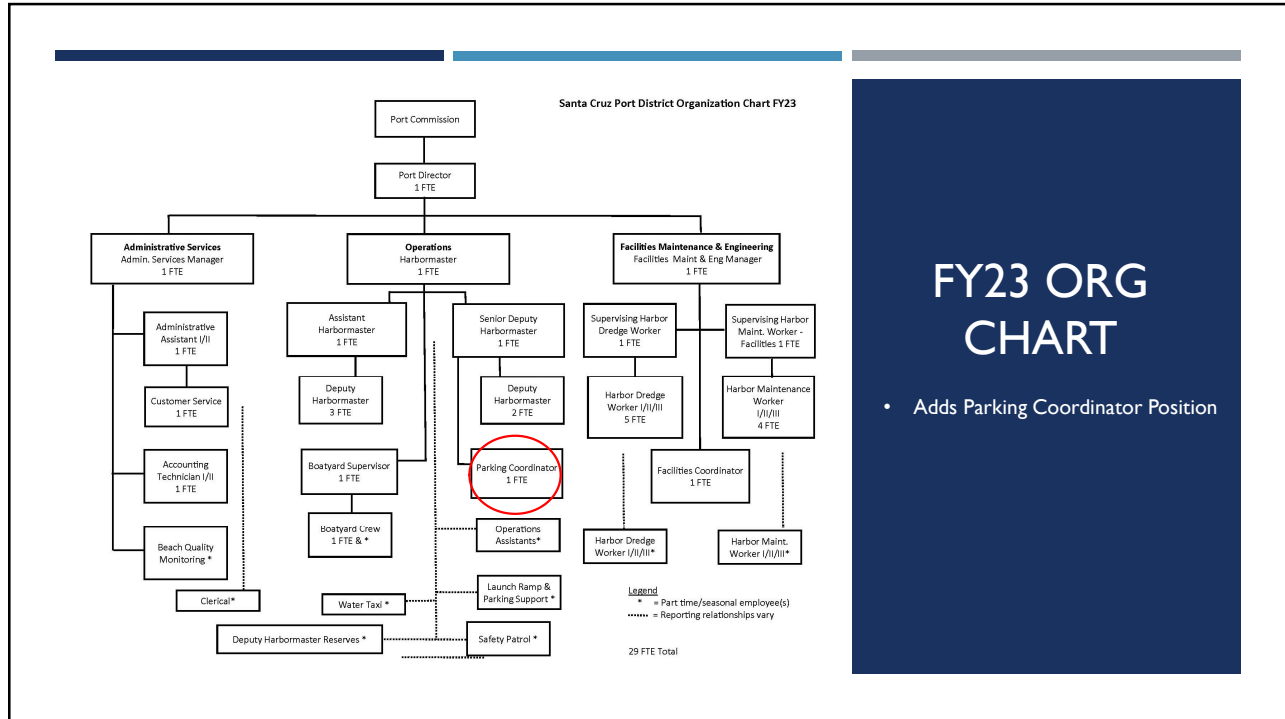
EXPENDITURES				
Department and Program	FY 21 Actual	FY 22 Budget	FY 22 Projected	FY 23 Proposed
100 Admin Services Depart				
Department Total	\$ 1,660,966	\$ 1,772,970	\$ 1,829,952	\$ 1,879,970
200 Operations Department				
Department Total	\$ 2,217,621	\$ 2,531,548	\$ 2,789,665	\$ 2,759,025
300 Facilities Maint & Eng				
Department Total	\$ 3,259,866	\$ 3,554,805	\$ 3,557,329	\$ 3,803,581
Total Operating Budget	\$ 7,138,453	\$ 7,859,323	\$ 8,176,947	\$ 8,442,576

Salaries & Benefits
(including contracted security patrol)

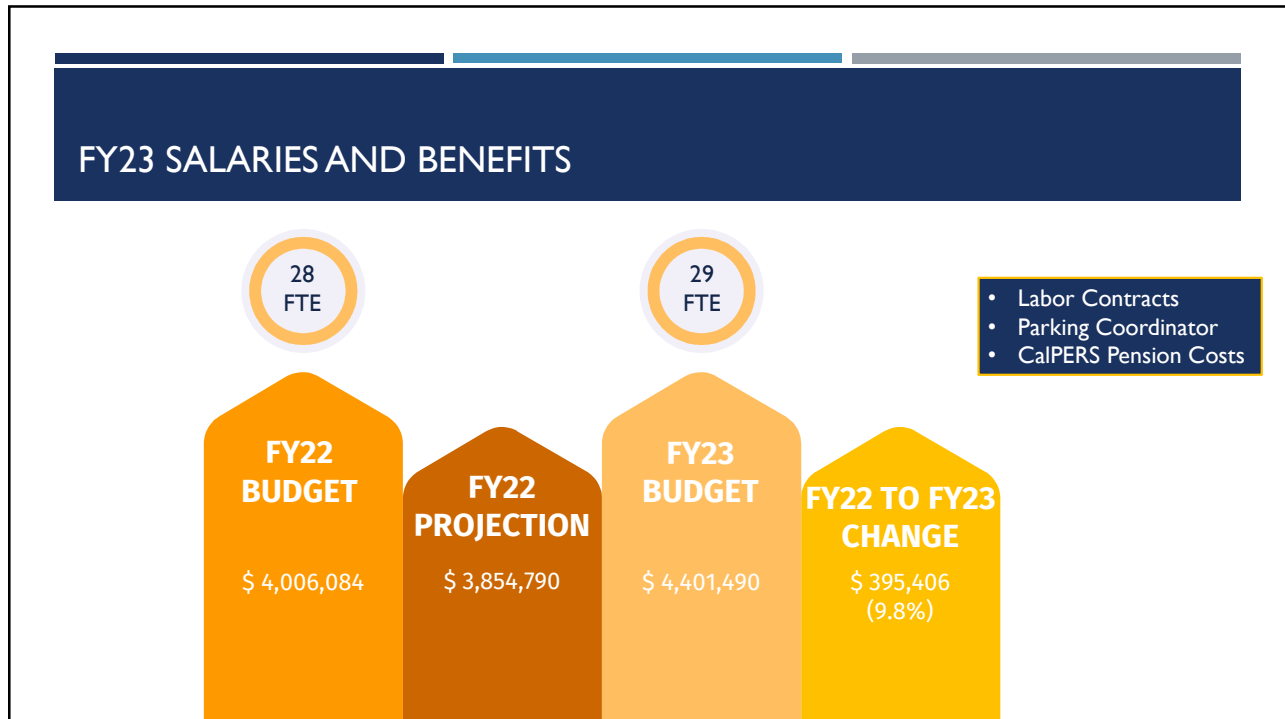
Anticipated Increase
to Insurance Premium
Costs

Increased Interest
Expenses

6



7



8

DREDGE INTERMEDIATE FUND

FUNDED

FY 23 BUDGET -- DREDGE INTERMEDIATE FUND		
ASSET	ITEM	IDENTIFIED NEEDS
TWIN LAKES	Shorkel Elbow Replacement	\$ 18,000
	Spare Parts Replacement	\$ 25,000
	Christmas Tree Lifting System	\$ 40,000
		\$ 83,000
DAUNTLESS	Rudder Shaft Replacement	\$ 15,000
	Cab Roof Replacement	\$ 10,000
	Electrical System Rewiring	\$ 15,000
		\$ 40,000
MISCELLANEOUS	Replacement Truck	\$ 45,000
	Track Fusion Machine Trailer	\$ 9,000
	16" Flexible Dredge Hoses	\$ 30,000
		\$ 84,000
FY23 IDENTIFIED DREDGE INTERMEDIATE FUND NEEDS		\$ 207,000
PROJECTED FY23 DREDGE INTERMEDIATE FUND BALANCE		\$ 29,849
PROJECTED FY23 DREDGE INTERMEDIATE FUNDING NEED		\$ 177,151

UNFUNDED

FY23 UNFUNDED DREDGE INTERMEDIATE FUND ITEMS		
Twin Lakes	*Haul (partial set aside)	\$ 75,000
Dauntless	Deck replacement	\$ 52,000
Miscellaneous	Semi-Permanent Work Area Canopy	\$ 14,000
*Item eliminated from the draft FY22 & FY23 budgets due to funding shortfalls		

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FUND BALANCES

\$525K Rec'd from Corps

Cash on Hand at 2/14/22		
LAIF	\$10,944,609	
BBVA (Restricted)	\$1,017,110	
Comerica Bank	\$577,884	<i>Less pending BBVA loan payments</i>
Total Cash	\$12,539,603	
Restricted Cash	\$1,017,110	<i>At BBVA</i>
Fund Balances	\$3,638,989	<i>Dredge Intermediate, Reserve, Capital Improvement, Election</i>
Unrestricted Cash	\$7,883,504	<i>Available for operations, emergencies, improvements, etc.</i>

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**Santa Cruz Port District
Fund Balance Projection
As of 2/10/22**

Year	Number	Project Name	Beginning Balance April 1, 2021	FY22 Funding Contribution	FY22 Projected Expenditures	FY22 Proposed Reallocations	FY22 Funding Contribution	Projected Balance March 31, 2022
FY13	F003	CF Marine Srvc Center	\$ 10,000.00					\$ 10,000.00
FY13	HO01	Harbor Security Upgrades	774.43		(370.00)		12,000.00	\$ 12,404.35
FY13	F004	Sanitary Sewer Lift Stations	355,902.59		(15,762.53)			\$ 340,140.06
FY13	F005	Piling Replacement	-				20,000.00	\$ 20,000.00
FY13	F006	Pavement Repairs	11,037.03	191,688.00	(200,008.88)		35,000.00	\$ 37,716.15
FY14	F008	Dock Upgrades	75,756.69	35,000.00	(28,659.85)			\$ 82,096.84
FY14	F009	Pier Rehabilitation	6,709.81	20,000.00	(17,388.00)		120,000.00	\$ 129,321.81
FY14	F011	Building Restoration	97,858.32	126,605.00	(9,994.00)		20,000.00	\$ 234,469.32
FY14	F012	Restroom Bidging Rehabilitation	16,293.27	156,707.00			100,000.00	\$ 273,000.27
FY14	F013	Sidewalk & Plaza Restoration	33,000.00					\$ 33,000.00
FY14	F014	Storm Drain System	30,000.00					\$ 30,000.00
FY14	F015	Water & Sewer System	51,771.00					\$ 51,771.00
FY14	F018	Parking Pay Station	-				15,000.00	\$ 15,000.00
FY14	F019	Aeration System Upgrades	31,304.40					\$ 31,304.40
FY14	F020	Ice Machine	19,221.87					\$ 19,221.87
FY14	J001	West Jetty Walkway	799.25					\$ 799.25
FY14	F021	7th and Brommer Recon	53,555.53	65,000.00	(49,380.02)		25,000.00	\$ 94,175.51
FY14	F022	SH Revetment & Seawall	78,499.29				20,000.00	\$ 98,499.29
FY15	F024	Murray Street Bridge	9,603.30		(33,707.27)			\$ (24,103.97)
FY15	F099	Unallocated CIP Funds	321,796.80	(65,000.00)		(239,588.36)		\$ 17,208.44
FY16	F077	Alejo's Seawall Replacement	188,441.04					\$ 188,441.04
FY16	F026	Parking Upgrades	-	20,000.00	(6,624.21)		35,000.00	\$ 48,375.79
FY19	F033	Patrol Vessel Replacement	3,509.03		(256,927.92)			\$ (252,518.89)
FY20	F035	Boatyard Marine Ways Insp/Upgrades	-				8,000.00	\$ 8,000.00
FY20	F039	Harborwide Refuse/Recycling Study	10,000.00					\$ 10,000.00
FY20	F040	Water Taxi	6,065.00		(5,895.00)	(170.00)		\$ -
FY21	F041	Maint Work Boat Replacement	25,000.00		(24,758.36)	(241.64)		\$ (0.00)
FY22	F042	Enhancement Assessment	-	15,000.00	(8,726.00)			\$ 6,274.00
FY23	F043	Fuel System Upgrades	-				40,000.00	\$ 40,000.00
FY23	F044	January 22 Tsunami Fund	-				50,000.00	\$ 50,000.00
Totals			1,438,899	\$ 565,000	\$ (657,302)	\$ (240,000)	\$ 500,000	\$ 1,606,597

CAPITAL IMPROVEMENT PROGRAM

- \$260,000 Contribution
- Reallocation of Unallocated CIP Funds (\$240,000)
- Closeout of two projects (Water Taxi & Maintenance Workboat)

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MARINA FEES

- CPI increase 4.2% in 2021 (SF-Oak-Hayward annual)*
- Slip rent rates increased:
 - 2% in FY18; 2% in FY19; 2.5% in FY20; 2.5% in FY21; 0% in FY22
- Unrestricted cash on hand exceeds \$7.8 million
- Fee increase to be considered by Commission
 - 1% increase would add approximately \$45,333 in slip fee revenue

*2020 CPI 2.0%

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RECOMMENDATION

Direct staff to finalize the FY23 Budget for adoption at the February 22 meeting, including:

- Capital outlay (\$4,000)
- Capital Projects to add, delete or reprioritize in the CIP
- Contribution to the Dredge Intermediate Fund and list of funded items
- Reserve fund contribution
- Any marina fee or other increase
- Other revisions



TO: Port Commission
FROM: Holland MacLaurie, Port Director
DATE: February 10, 2022
SUBJECT: Review of Draft FY23 Budget and 5-Year Capital Improvement Program

- Recommendation:** *Discuss the proposed FY23 draft budget and capital improvement projects, and:*
- 1. Review and approve contributions to the Reserve Fund, Capital Improvement Fund and Dredge Intermediate Fund; and,*
 - 2. Provide direction to staff on proposed projects to include in the FY23 Capital Improvement Program (CIP); and*
 - 3. Provide direction to staff on any other fee increase(s), and other revisions to incorporate into the final budget for presentation on February 22, 2022.*

BACKGROUND

The FY23 draft budget report (Attachment A) is presented concurrently with the proposed 5-Year Capital Improvement Plan (CIP). The CIP is incorporated into the draft budget document as Appendix D. The draft budget provides detailed worksheets depicting the operating budget and debt service, a recommended funding level for dredge equipment / projects (Dredge Intermediate Fund), and recommended capital projects and capital outlay.

Each year, staff presents a balanced budget, giving the Commission the ability to deliberate reserve funding, projects, capital outlay and consider fee increases and the projected debt service ratio. The draft FY23 budget nominally meets the required debt service ratio of 1.25%.

The FY23 draft budget anticipates continued strength in slip rent revenue, visitor services such as launch and visitor berthing, and boatyard revenue. Visitor berthing revenue has outperformed expected revenues over several budget cycles and launch revenue has continued to exceed budget expectations since FY19. Additionally, concession income continues to climb steadily back to pre-pandemic levels.

ANALYSIS

Reserve Policy

The Port District's Reserve Policy identifies the target amount to be held in reserve as 25% of the District's annual operating expenses in the current fiscal year's adopted budget. In FY19, the Port District first met its reserve funding goal of 25% of annual operating expenses. To continue to meet

reserve funding goals, the draft FY23 budget includes a proposed contribution in the amount of \$145,813, bringing the Reserve Fund balance to approximately \$2,110,644.

As part of adoption of the Reserve Policy, other goals were confirmed and put into practice, including:

Election Fund: The account is managed to keep a balance of \$200,000. After a \$175 contribution in FY22, this account is fully funded.

CIP Fund: The annual funding goal was initially set at \$500,000 and in February 2020, was increased to \$750,000, if practicable. The draft budget proposes a lower contribution in FY23 totaling \$260,000 (see “Capital Improvement Program” below).

Capital Improvement Program (CIP)

Appendix D includes the proposed 5-year Capital Improvement Plan (CIP) and the projected CIP fund balance.

While the annual funding goal remains at \$750,000, several FY23 budget impacts, including increased personnel services costs and increased insurance premiums, pose a challenge to reaching the minimum \$500,000 funding level.

The draft FY23 budget proposes new funding in the amount of \$260,000, and assignment of \$240,000 in existing Unallocated CIP Funds to support identified projects. If additional proceeds are identified through the budget review process, the Commission may wish to restore funds to the Unallocated CIP Fund.

Additionally, the draft budget proposes to reallocate a minimal amount of existing CIP project funding to close out the following projects:

- Water Taxi Replacement (F040) – Reallocate \$170 to Unallocated CIP (F099)
- Maintenance Workboat Replacement – Reallocate \$242 to Unallocated CIP (F099)

Two new projects are proposed for funding in FY23:

- Fuel System Upgrades (F034) - \$40,000
- February 2022 Tsunami Fund (F035) - \$50,000

Descriptions of the projects previously funded and proposed for funding are included in the 5-Year Capital Improvement Plan.

Dredging Equipment – Dredge Intermediate Fund

A proposed contribution of \$177,151 to the DIF supplements funding projected to remain at the end of FY22, bringing the total balance to approximately \$207,000. Planned maintenance and replacements for FY23 are listed in the draft budget report under “Dredging Equipment.” The plan includes spare parts, replacement of the *Twin Lakes* snorkel elbow, acquisitions of a hydraulic lifting system for the Christmas tree, repair of *Dauntless*’ electrical system and cab roof, replacement of a rudder shaft, and funding for acquisition of dredge hoses, a trailer for the fusion machine, and a used truck.

Several DIF items remain unfunded in the FY23 draft budget. A complete listing is included in the draft budget.

Staffing

Employee bargaining groups (Harbor Management Group, Harbor Employees’ Association, and Operating Engineers Local No. 3) entered into new labor contracts for the period January 1, 2022, through December 31, 2024. These new contracts establish salary costs for the term of the agreements and any increases have been factored into the FY23 draft budget.

As a result of the COVID-19 pandemic, the full-time equivalent (FTE) Parking Coordinator position was eliminated in FY21. This reduced the total FTE count to 28. The FY23 budget proposes to restore the Parking Coordinator position and increase the FTE count to 29.

Overall, Personnel Services costs in FY23 are approximately 9.8% over FY22, which is attributable to negotiated contract increases, CalPERS-related pension costs, and the addition of one full-time equivalent (FTE) Parking Coordinator position in the Operations department.

Additional information regarding personnel costs is outlined in the FY23 draft budget.

Budget Program Costs

The proposed FY23 Services and Supplies budget is approximately 7% higher than the FY22 budget.

Program cost roll-ups excerpted from the budget follow.

Expenditures by Department and Program

Department and Program	FY 21 Actual	FY 22 Budget	FY 22 Projected	FY 23 Proposed
100 Administrative Services Department				
110 Administration	\$ 754,316	\$ 764,483	\$ 786,813	\$ 826,625
120 Finance & Purchasing	194,674	209,575	186,362	227,216
130 Property Management	515,499	546,648	650,513	555,579
140 Environmental & Permitting	139,892	195,175	93,056	192,405
190 Port Commission Support	56,585	57,089	113,208	78,145
Department Total	\$ 1,660,966	\$ 1,772,970	\$ 1,829,952	\$ 1,879,970
200 Operations Department				
210 Harbor Patrol	\$ 669,827	\$ 721,534	\$ 693,195	\$ 807,951
220 Marina Management	483,427	512,134	509,294	563,149
230 Rescue Services	84,414	122,463	115,867	125,105
240 Parking	248,635	323,993	353,696	373,217
250 Events	0	35,344	19,868	34,399
280 Fuel Services	427,766	491,444	780,077	493,291
500 Boatyard	303,551	324,636	317,668	361,913
Department Total	\$ 2,217,621	\$ 2,531,548	\$ 2,789,665	\$ 2,759,025
300 Facilities Maintenance & Engineering				
310 Docks, Piers & Other Marine Structures	\$ 269,259	\$ 297,927	\$ 325,054	\$ 340,916
320 Utilities Maintenance	86,065	95,943	106,634	104,396
330 Building Maintenance	323,175	395,252	339,831	410,949
340 Grounds Maintenance	733,459	786,798	817,474	838,072
350 Aeration Program	40,797	57,340	45,559	57,385
360 Fishery Support	5,063	16,322	10,152	16,027
390 Capital Projects	444,826	417,797	483,355	466,799
400 Dredging Operations	1,357,221	1,487,426	1,429,270	1,569,037
Department Total	\$ 3,259,866	\$ 3,554,805	\$ 3,557,329	\$ 3,803,581
Total Operating Budget	\$ 7,138,453	\$ 7,859,323	\$ 8,176,947	\$ 8,442,576

Capital Outlay

One capital outlay item is funded in the FY23 budget:

FY 23 Budget Program	Item	Amount
Boatyard	Manual or used forklift	\$4,000
Total Capital Outlay		\$4,000

Several capital outlay items remain unfunded in the FY23 draft budget. A complete listing is included in the draft budget.

Debt Service Coverage Ratio Projections

The District's agreements with BBVA Compass Bank include covenants to maintain adequate coverage for debt service for the life of the loans. These Debt Service Coverage Ratio ("DSCR") covenants provide that the District will prescribe and collect fees and charges for services at least equal to 125% of the debt service after operating and maintenance expenses for the fiscal year.

A debt service coverage projection for audited FY20 and FY21, FY22 (projected), and the draft FY23 budget is included in the draft budget (Appendix B). The DSCR, which does not factor in any anticipated increase to slip rent in FY23, just meets the 125% requirement.

It is worth noting that audited revenue in 2019, 2020, and 2021 exceeded budgeted revenue, but a conservative approach to budgeting revenue has helped the District weather unanticipated budget impacts and outperform DSCR annual budget projections.

Revenue and Fees

The 2021 Consumer Price Index (CPI) for the San Francisco-Oakland-Hayward area is 4.2%. The 10-year average CPI rate is 3%. The Port District's 10-year average rate increase over the same period is 2%. See Attachment B.

The draft budget is presented as a balanced budget. No increase has been applied to marina fees in the draft budget. As noted under "Debt Service Coverage Ratio Projections" above, the DSCR just meets the 125% threshold. Any significant reduction in revenue or increase in expenditures may negatively impact the projected DSCR.

In previous years, the Commission has expressed a desire to keep pace with CPI in setting rates for all categories of marina fees (i.e., slip rent, dry storage and miscellaneous space rent). unexpected funding shortfalls.

Partnership Fees

In FY20, a sliding scale fee for partnerships was adopted (5% for 1 partner; 10% for 2 partners; 15% for 3 partners), which was hoped to increase utilization of vessel partnerships. FY20 audited revenue reported a 31% reduction in revenue over the prior year, from \$39,811 in FY19 to \$27,500. The FY21 and FY22 budgets were reduced accordingly and revenue projections for FY22 meet budget expectations.

The partnership fee is up for review with the FY23 budget.

SUMMARY

Staff is seeking direction from the Commission as outlined in the recommendation. Key discussion topics include:

- Does the Commission wish to include an increase to marina fees in the draft budget? If yes, what level of increase should be presented? (A 1% slip rent increase generates approximately \$45,000 in additional revenue, excluding dry storage.)
- Capital Improvement Plan projects and funding sources, including Dredge Intermediate Fund
- Reserve fund contribution

The draft FY23 budget will be amended as needed to incorporate direction received from the Commission. The FY23 budget will be presented at the February 22 Commission meeting for review and approval.

ATTACHMENTS – A. Draft Budget and Proposed 5-Year Capital Improvement Plan
B. Historic Slip Fee Increases



TO: Port Commission
FROM: Holland MacLaurie, Port Director
DATE: February 22, 2022
SUBJECT: Approval of Resolution 22-08, Approving Adoption of CalPERS 457 Plan

Recommendation: Approve Resolution 22-08

BACKGROUND

The Port District currently offers a 457 deferred compensation plan to its employees through Empower Retirement (Empower). This plan is a voluntary savings program that allows employees to defer any amount from their paycheck, subject to annual limits, on a pretax basis.

The current investment options offered by Empower are limited and the associated administrative fees charged to participating employees are high at approximately 1.44% per year on investments.

Plan participation among current employees is low, with roughly 1/3 of current employees making contributions. To increase plan participation, the Port District anticipates transitioning to a CalPERS-based deferred compensation plan that reduces administrative fees and increases plan offerings to employees (including options for a Roth IRA and investments through a Schwab Personal Choice Retirement Account).

ANALYSIS

CalPERS has been administering its 457 deferred compensation plan since 1995. Currently, 822 employers are enrolled statewide, including more than 480 special districts. The following highlights benefits of the CalPERS 457 plan:

- No cost to the Port District
- Low costs to employees (.31%-.44% per year on investments)
- Increased plan offerings and investment options
- Dedicated support for employers and employees
- Fiduciary responsibility is assumed by CalPERS (Port District currently assumes the fiduciary responsibility under the Empower plan)
- Streamlined administrative process

If approved, staff will work with Voya Financial, a third-party firm appointed by CalPERS, to assist in the transition process. Staff has met with representatives from Voya Financial to discuss the process and timeline for transitioning.

IMPACT ON PORT DISTRICT RESOURCES

There is no cost to the Port District associated with the approval of Resolution 22-08.

ATTACHMENT: A. Resolution 22-08

Santa Cruz Port District
Resolution 22-08
February 22, 2022

On the motion of _____

Duly seconded by _____

A resolution approving the adoption of a CalPERS 457 deferred compensation plan.

WHEREAS, Santa Cruz Port District desires to establish a deferred compensation plan for the benefit of its employees; and

WHEREAS, the Board of Administration (the "Board") of the California Public Employees' Retirement System ("CalPERS") has established the CalPERS 457 Plan (the "CalPERS 457 Plan") which may be adopted by a governmental employer, the employees of which are public employees; and

WHEREAS, the Santa Cruz Port District believes that the CalPERS 457 Plan and the investment options available thereunder will provide valuable benefits to its employees; and

WHEREAS, the Board has appointed Voya Financial® (the Plan Recordkeeper) to perform recordkeeping and administrative services under the CalPERS 457 Plan and to act as the Board's agent in all matters relating to the administration of the CalPERS 457 Plan;

NOW, THEREFORE, BE IT RESOLVED that the Santa Cruz Port District Commission hereby adopts the CalPERS 457 Plan for the benefit of its employees, and authorizes and directs the Port Director to execute agreements on behalf of the Santa Cruz Port District and to provide CalPERS or any successor agent duly appointed by the Board with such information and cooperation as may be needed on an ongoing basis in the administration of the CalPERS 457 Plan. A copy of this resolution and any attachments thereto shall be on file at the Harbor Office located at 135 5th Avenue, Santa Cruz, CA 95062.

PASSED AND ADOPTED by the Santa Cruz Port Commission, this 22nd day of February 2022, by the following vote:

AYES _____

NOES _____

ABSENT _____

APPROVED BY:

Reed Geisreiter, Chairman
Santa Cruz Port Commission



TO: Port Commission

FROM: Holland MacLaurie, Port Director

DATE: February 22, 2022

SUBJECT: Approval of Declaration Designating Authorized Signers for the Port District's Checking Account

Recommendation: *Approve the declaration designating authorized signers for the Port District's checking account at Comerica Bank.*

BACKGROUND

The Port District's checking account is maintained at Comerica Bank. The current authorized check signers include two Commissioners (Commissioner Goddard and Commissioner Reed), Port Director MacLaurie, and the three managers. The Commission previously approved authorization limits whereby one authorized person may sign checks up to \$5,000, two authorized persons must sign checks between \$5,000 and \$50,000, and two authorized persons (with at least one being a Commissioner) sign checks in excess of \$50,000.

ANALYSIS

Comerica Bank requires a declaration designating authority for authorized signers. For Administrative Services Manager Jillian Ritter to be added to the list of authorized signers, the Port Commission must first authorize the Comerica Bank Document Request Form (Attachment A) to allow each proposed authorized check signer to electronically sign the declaration, which was previously done via hard copy. Commissioners Goddard and Reed, Port Director MacLaurie, Facilities Maintenance and Engineering Manager Wulf, and Harbormaster Anderson remain authorized signers.

IMPACT ON PORT DISTRICT RESOURCES

There is no cost to the Port District associated with designating check signers.

ATTACHMENT: A. Comerica Bank Document Request Form



**BUSINESS DEPOSIT SERVICES DATA COLLECTION TOOL
FOR NEW ACCOUNTS AND UPDATING ACCOUNT/SERVICE DOCUMENTATION**

Customer Type:	Existing Customer	Documents Requested: select all applicable
Account Type (s):	Existing Account(s)	
Signer Type (s):	Combo Signer(s)	
FREE FORM TEXT COMMENTS - IF NEEDED:		<input checked="" type="checkbox"/> Declaration/Signature Document <input type="checkbox"/> New Beneficial Ownership Form <input type="checkbox"/> Attest Beneficial Ownership Form <input type="checkbox"/> IFT Documentation (Muni-only allowed if no wire service) <input type="checkbox"/> Fund J Documentation

Customer Name (do not include secondary captions)	SANTA CRUZ PORT DISTRICT	Type of entity:	Public Funds/Municipality
Full Street Address, including City, State, Zip. Note Must be physical address *PO Boxes not allowed	135 5TH AVE SANTA CRUZ CA 95062	TIN - no dashes	

Account Signer(s) Full Legal Name	Signer Title	Cell Phone Include Country Code for International Numbers - do not include dashes or ()	Complete Business Email Address - This must be different for each signer
STEPHEN REED	COMMISSIONER		
THOMAS GODDARD	COMMISSIONER		
HOLLAND MACLAURIE	PORT DIRECTOR		hmaclaurie@santacruzharbor.org
JILLIAN RITTER	ADMINISTRATIVE SERVICES MANAGER		jritter@santacruzharbor.org
BLAKE ANDERSON	HARBORMASTER		banderson@santacruzharbor.org
CARL WULF	FACILITIES, MAINTENANCE & ENGINEERING MANAGER		cwulf@santacruzharbor.org
INSERT ADDITIONAL ROWS ABOVE IF NECESSARY FOR NUMBER OF AUTHORIZED SIGNERS			

Entity Section Signer (typically Secretary/Clerk) Does NOT have to be listed in Authorized Signer list above	Signer Title	Cell Phone Include Country Code for International Numbers - do not include dashes or ()	Complete Business Email Address - This must be different for each signer
RENEE GHISLETTA	SECRETARY OF THE BOARD		rghisletta@santacruzharbor.org
2nd Entity Signer - necessary if Entity Signer is only signer			

Certification Section Signer (entering into this contract) MUST BE LISTED IN AUTHORIZED SIGNER LIST ABOVE	Signer Title	Cell Phone Include Country Code for International Numbers - do not include dashes or ()	Complete Business Email Address - This must be different for each signer
	N/A		
Optional 2nd Certification Signer if desired by client			

Santa Cruz Port District
Accounts Payable Monthly Check Register
 January 2022

Date	No.	Vendor	Description	Amount
1/5/2022	56084	Moose Boats, Inc.	Patrol Vessel Final Payment (Grant Reimbursable)	241,327.75
1/10/2022	56085	McDermott, Dick	497 Lake Avenue Installment Payment	4,762.22
1/14/2022	56086	Allied Administrators for Delta Dental	Dental Insurance	3,245.91
1/14/2022	56087	AmeriDyn	Dynamics Support	81.00
1/14/2022	56088	Arturo Acevedo	Medical Expense Reimbursement	700.00
1/14/2022	56089	AT&T	Telephone	1,226.68
1/14/2022	56090	Azzies Storage	FF-Dock Temporary Office Rental	1,030.00
1/14/2022	56091	Bay Power Equipment, Inc.	Twin Lakes Hydraulic Tubing, Beach Valve Packing	7,731.48
1/14/2022	56092	Bayside Oil II, Inc.	Oil Disposal	130.00
1/14/2022	56093	Big Creek	FF-Dock Office Trim, Driver Bits, Concrete Mix	107.12
1/14/2022	56094	Blake Anderson	Quarterly Uniform Allowance, Medical Expense Reimbursement	890.00
1/14/2022	56095	Byte Technology	Website Maintenance	49.50
1/14/2022	56096	California Coast Uniform Co., Inc.	Harbor Patrol Nametags, Harbor Patrol Patches	705.99
1/14/2022	56097	California Crane School Inc.	Dredge Staff Crane Training	1,795.00
1/14/2022	56098	Carpi & Clay	Washington Representation	800.00
1/14/2022	56099	Comcast	Business Internet	393.57
1/14/2022	56100	Computer Technical Specialists, Inc.	E-mail Scanning & Backup	732.24
1/14/2022	56101	Crow's Nest Restaurant	1/2 Concession Lot Garbage (Tenant Reimbursable)	2,457.18
1/14/2022	56102	David Hill	Quarterly Uniform Allowance, Medical Expense Reimbursement	890.00
1/14/2022	56103	Docker, Rick	Boatyard Credit Balance Refund	37.00
1/14/2022	56104	Dredging Supply Company, Inc.	Dredge Condition Report	5,514.98
1/14/2022	56105	Employment Development Dept.	Wage Garnishment	32.37
1/14/2022	56106	Flyers Energy, LLC	Ancillary Equipment Fuel	622.96
1/14/2022	56107	Garda CL West, Inc.	Deposit Courier Service	420.64
1/14/2022	56108	Ghisletta, Renee	Medical Expense Reimbursement	700.00
1/14/2022	56109	Goering, Bryce	Medical Expense Reimbursement	700.00
1/14/2022	56110	Gottlieb, Landon	Quarterly Uniform Allowance, Medical Expense Reimbursement	890.00
1/14/2022	56111	Grainger	Levels, Door Closers, Grinder, Batteries, Drill Set, Disposable Respirators, Disposable Gloves	1,515.62
1/14/2022	56112	Gsolutionz	Telephone System Maintenance	228.95
1/14/2022	56113	Guy, Parker	Quarterly Uniform Allowance, Medical Expense Reimbursement, Training Expense Reimbursement: PC832 Firearms	1,286.81
1/14/2022	56114	Haniger, Michael	Parking Credit Balance Refund	16.75
1/14/2022	56115	Haro Kasunich & Associates, Inc.	7th & Brommer Northwest Geotechnical Services	280.00
1/14/2022	56116	Hartford Fire Insurance Company	Flood Insurance (2218 East Cliff)	3,740.00
1/14/2022	56117	Higuet, Mike	Boatyard Credit Balance Refund	146.49
1/14/2022	56118	Holland MacLaurie	Medical Expense Reimbursement	700.00
1/14/2022	56119	Huber, Maureen	Boatyard Credit Balance Refund	5.00

Santa Cruz Port District
Accounts Payable Monthly Check Register
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Date	No.	Vendor	Description	Amount
1/14/2022	56120	Jada Broadcasting	Boating Safety Public Service Announcement	569.00
1/14/2022	56121	Jason Laine	Medical Expense Reimbursement	700.00
1/14/2022	56122	John Haynes	Quarterly Uniform Allowance, Medical Expense Reimbursement	890.00
1/14/2022	56123	Johnson Hicks Marine Electronics	VHF Antenna	120.12
1/14/2022	56124	Jorge Lopez	Medical Expense Reimbursement	700.00
1/14/2022	56125	Jorgensen, Siegel, McClure & Flegel, LLP	Legal Consultation	481.25
1/14/2022	56126	Jose Vera	Medical Expense Reimbursement	700.00
1/14/2022	56127	Josh Wagoner	Medical Expense Reimbursement	700.00
1/14/2022	56128	Kevin Melrose	Medical Expense Reimbursement	700.00
1/14/2022	56129	King's Paint & Paper, Inc.	Strainer, Roller Cover, Paint Mixer	23.32
1/14/2022	56130	Kraencke, Rob	Boatyard Credit Balance Refund	67.04
1/14/2022	56131	Lee & Associates Rescue	Safety Equipment	1,205.38
1/14/2022	56132	Linde Gas & Equipment, Inc.	Welding Gas	297.20
1/14/2022	56133	Monroe, Inc.	Maintenance Vehicle Tire Repair	30.00
1/14/2022	56134	Marina Ware	Quarterly Key Access System & Software Support	1,700.00
1/14/2022	56135	Maritime Electronics Co., INC.	<i>Dauntless</i> Electrical Repair	3,440.00
1/14/2022	56136	Mark Eldridge	Medical Expense Reimbursement	700.00
1/14/2022	56137	Matheson Tri-Gas, Inc.	Welding Gas	63.36
1/14/2022	56138	McMaster-Carr Supply Company	<i>Twin Lakes</i> Sensor Hardware	407.79
1/14/2022	56139	Melrose, Peter	Quarterly Uniform Allowance, Medical Expense Reimbursement	890.00
1/14/2022	56140	Michael K. Nunley & Associates, Inc.	Sanitary Sewer Lift Station Engineering Services	4,024.73
1/14/2022	56141	Mid County Auto Supply	Standby Generator Filters, Dredge Trailer Lighting, <i>Almar</i> Trailer Bearing Repair, Dredge Monitor Vehicle Door Repair	368.89
1/14/2022	56142	Mission Uniform Service	Uniform Service	172.87
1/14/2022	56143	Moore & Sons Outboard Motors, Inc.	<i>Scout</i> Outboard Motors	19,000.00
1/14/2022	56144	Nicholas Henning	Medical Expense Reimbursement	700.00
1/14/2022	56145	Nick Gullo	Medical Expense Reimbursement	700.00
1/14/2022	56146	Niki Rothwell	Medical Expense Reimbursement	700.00
1/14/2022	56147	Pacific Gas & Electric Company	Utilities	114.56
1/14/2022	56148	Palace Art & Office Supply	Office Supplies	47.56
1/14/2022	56149	Ramos, Brenda	Medical Expense Reimbursement	700.00
1/14/2022	56150	Ramos Oil Inc.	<i>Twin Lakes</i> Fuel	32,231.12
1/14/2022	56151	Rando, Jim	Boatyard Credit Balance Refund	65.05
1/14/2022	56152	Randy Marty	Medical Expense Reimbursement	700.00
1/14/2022	56153	Riverside Lighting & Electric	Lighting Ballast, Light Bulbs	120.79
1/14/2022	56154	Rory Stipanovich	Medical Expense Reimbursement	700.00
1/14/2022	56155	San Lorenzo	Shower Arm Riser, Self Leveling Sealant	90.77
1/14/2022	56156	Michael Smith	Backflow Testing	743.00

Santa Cruz Port District
Accounts Payable Monthly Check Register
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Date	No.	Vendor	Description	Amount
1/14/2022	56157	Santa Cruz Tire & Auto Care	Trailer Tire Replacement	153.27
1/14/2022	56158	Santa Cruz County Weights & Measures	2022 Commercial Device Registration - Fuel Dock	188.80
1/14/2022	56159	Santa Cruz Municipal Utilities	Utilities	2,237.60
1/14/2022	56160	Sean Rothwell	Quarterly Uniform Allowance, Medical Expense Reimbursement	890.00
1/14/2022	56161	Simoni, Danny	Medical Expense Reimbursement	700.00
1/14/2022	56162	Southern Counties Lubricants	Diesel Exhaust Fluid	10.59
1/14/2022	56163	Tandoi, Steven	Medical Expense Reimbursement	700.00
1/14/2022	56164	The Home Depot Pro Institutional	Janitorial Supplies	1,320.80
1/14/2022	56165	U.S. Bank Equipment Finance	Copier Lease	151.31
1/14/2022	56166	US Relay	Webcam Services	484.00
1/14/2022	56167	Verizon Wireless	Cell Phone & Tablet Service	341.21
1/14/2022	56168	West Marine Pro	Fasteners, Trailer Winch Strap, Electric Pump Adapters, Personal Flotation Device Rearm Kits	254.60
1/14/2022	56169	West Marine Pro	Boatyard Retail Items	382.52
1/14/2022	56170	Whitson Engineers	Engineering Services: Concession Lot ADA Improvements	2,548.38
1/14/2022	56171	Wulf, Carl	Medical Expense Reimbursement	700.00
1/28/2022	56172	Ace Portable Services	O-Dock Portable Toilet Rental	205.93
1/28/2022	56173	Adobe Systems Incorporated	Software Subscription	80.70
1/28/2022	56174	Allied Universal	Security Patrol	8,068.68
1/28/2022	56175	Atchison Barisone Condotti & Kovacevich	Legal Consultation	6,943.34
1/28/2022	56176	Auto Care Lifesaver Towing	Harbor Patrol Vehicle Tow	378.00
1/28/2022	56177	CIT	Telephone System Lease	323.09
1/28/2022	56178	Bien, Frank	Security Deposit Refund	6,249.86
1/28/2022	56179	Big Creek	Dock Ramp Lumber	174.04
1/28/2022	56180	Bob Murray & Associates	Executive Recruitment Services	375.39
1/28/2022	56181	Bow Wow Pet Waste Products	Pet Waste Station Bags	340.01
1/28/2022	56182	Byte Technology	Website SSL Certificate	150.00
1/28/2022	56183	CA State Parks	2021 Lifeguard Services	17,255.45
1/28/2022	56184	Cale America, Inc.	Monthly Parking Machine Service	712.00
1/28/2022	56185	California Crane School Inc.	Dredge Staff Crane Training	1,795.00
1/28/2022	56186	Comcast	Business Internet	301.70
1/28/2022	56187	Complete Mailing Service	Mailing & Postage: Annual Parking Permit Notices & Monthly Billing Statements	2,182.29
1/28/2022	56188	CopWare, Inc.	Peace Officer Legal Sourcebook	85.00
1/28/2022	56189	County of Santa Cruz DPW	Hazardous Waste Disposal	55.00
1/28/2022	56190	County Specialty Gases	Welding Gas	95.02
1/28/2022	56191	Crow's Nest Restaurant	1/2 Concession Lot Garbage (Tenant Reimbursable)	2,944.12
1/28/2022	56192	Crystal Springs Water Co.	Boatyard Drinking Water	67.50
1/28/2022	56193	Data Ticket, Inc.	Citation Processing (November)	300.00
1/28/2022	56194	Donatini, Joe	Claim Settlement (2019)	1,307.05

Santa Cruz Port District
Accounts Payable Monthly Check Register
 January 2022

Date	No.	Vendor	Description	Amount
1/28/2022	56195	Elevator Service Company	Monthly Service (\$223.60 Tenant Reimbursable)	430.00
1/28/2022	56196	Environmental Logistics	Hazardous Waste Disposal	3,013.00
1/28/2022	56197	Ewing Irrigation Products, Inc.	Herbicide	150.72
1/28/2022	56198	Fehr Engineering Company, Inc.	Electrical Engineering: 333 Lake Avenue	280.00
1/28/2022	56199	Flyers Energy, LLC	Ancillary Equipment Fuel	616.39
1/28/2022	56200	Goulart, Nathan	Security Deposit Refund	268.59
1/28/2022	56201	Grainger	Back Supports	54.09
1/28/2022	56202	Haverstock, Thomas	Security Deposit Refund	416.00
1/28/2022	56203	Home Depot Credit Services	Rubber Strap, Insect Traps, Impact Bits, FF-Dock Hardware, Wet/Dry Vacuum, Sheetrock, Screws, Tape, Hose Nozzles, Door, Shims	703.60
1/28/2022	56204	Horizon Water and Environment, LLC	Consulting Services: Regional General Permit	1,553.75
1/28/2022	56205	Hose Shop	Auto Lift Hose & Fittings	141.91
1/28/2022	56206	Houck, Craig	Security Deposit Refund	359.10
1/28/2022	56207	John Haynes	Mileage Expense Reimbursement	114.89
1/28/2022	56208	Jorgensen, Siegel, McClure & Flegel, LLP	Legal Consultation	481.25
1/28/2022	56209	Kelsen, Kaylan	Security Deposit Refund	228.00
1/28/2022	56210	Losik, Leonard	Credit Balance Refund	660.38
1/28/2022	56211	McDermott, Dick	Installment Payment: 497 Lake Avenue	4,535.45
1/28/2022	56212	Mesiti-Miller Engineering, Inc.	Engineering Services: 7th & Brommer (Northwest)	1,639.50
1/28/2022	56213	Mid County Auto Supply	Dredge Monitor Vehicle Axle	173.94
1/28/2022	56214	Mission Uniform Service	Uniform Service	152.93
1/28/2022	56215	Moffat & Nichol	Fishery Pile Inspection	1,075.00
1/28/2022	56216	Molfino, Tony	Security Deposit Refund	130.16
1/28/2022	56217	Mutual of Omaha	Life/AD&D/LTD Insurance	724.50
1/28/2022	56218	Operating Engineers Local Union No. 3	Union Dues (Payroll Deduction)	335.00
1/28/2022	56219	Ottenheimer, Davi	Security Deposit Refund	123.94
1/28/2022	56220	Pacific Gas & Electric Company	Utilities	38,812.17
1/28/2022	56221	Palace Art & Office Supply	Office Supplies	129.95
1/28/2022	56222	PNC Bank, N.A.	Tax Exempt Loan Principal & Interest	691,299.10
1/28/2022	56223	Quadient Leasing USA, Inc.	Postage Meter Lease	206.67
1/28/2022	56224	Radosavljevich, Milan	Security Deposit Refund	526.68
1/28/2022	56225	Ritter, Jillian	Pro-rated Medical Expense Reimbursement	654.00
1/28/2022	56226	Santa Cruz Sentinel	Legal Ad: 333 B Lake Avenue Lease	182.40
1/28/2022	56227	Scheidt & Bachmann	Concession Lot Park Equipment Monthly Warranty	2,554.12
1/28/2022	56228	Santa Cruz Municipal Utilities	Utilities	12,640.17
1/28/2022	56229	Slebir, Daniel	Security Deposit Refund	113.70
1/28/2022	56230	Soil Control Lab	Stormwater Testing	366.00
1/28/2022	56231	Southern Counties Lubricants	Engine Oil, Diesel Exhaust Fluid	335.91
1/28/2022	56232	Staples Credit Plan	Office Supplies	76.80

Santa Cruz Port District
Accounts Payable Monthly Check Register
 January 2022

Date	No.	Vendor	Description	Amount
1/28/2022	56233	State Water Resources Control Board	Annual Pile Permit Fee	2,031.00
1/28/2022	56234	The Home Depot Pro Institutional	Janitorial Supplies	1,358.65
1/28/2022	56235	Tidwell, Paul	Security Deposit Refund	994.38
1/28/2022	56236	Trionic Corporation	Dock Boxes for Resale	3,800.00
1/28/2022	56237	WEX Bank	Fleet Fuel	1,547.87
1/28/2022	56238	Warehouse Direct Interiors, Inc.	497 Lake Avenue Carpet Replacement	1,482.00
1/28/2022	56239	Wilson Walton International, Inc.	<i>Twin Lakes</i> Cathode System Testing	1,150.00
1/5/2022	Various	Various Employees	12/16/21-12/31/21 Payroll	10,008.33
1/20/2022	Various	Various Employees	1/1/22-1/15/22 Payroll	10,879.88
1/1/2022	EFT	Merchant Services	Online Billpay Credit Card Fees	306.60
1/1/2022	EFT	Merchant Services	Parking Machine Credit Card Fees	602.13
1/1/2022	EFT	Merchant Services	Boatyard Credit Card Fees	315.98
1/1/2022	EFT	Gravity Payments	Front Desk Credit Card Fees	1,640.02
1/1/2022	EFT	Windcave, Inc.	Concession Lot Credit Card Fees	1,521.95
1/1/2022	EFT	ElectronicPayments	Fuel Dock Credit Card Fees	351.35
1/1/2022	EFT	Transaction Express	Online Billpay ACH Fees	506.08
1/5/2022	EFT	PAYCHEX	12/16/21-12/31/21 Payroll Direct Deposit	52,197.09
1/5/2022	EFT	PAYCHEX	12/16/21-12/31/21 Payroll Taxes	29,062.54
1/5/2022	EFT	Empower Retirement	457 Contributions (Payroll Deduction)	3,094.40
1/5/2022	EFT	CalPERS	Health Insurance	36,787.81
1/5/2022	EFT	CalPERS	Retirement Contributions (Employee & Employer)	6,410.62
1/5/2022	EFT	CalPERS	Retirement Contributions (Employee & Employer)	5,824.93
1/5/2022	EFT	CalPERS	Retirement Contributions (Employee & Employer)	1,426.50
1/5/2022	EFT	PAYCHEX	Payroll Service Fees	402.32
1/7/2022	EFT	Comerica Commercial Card Services	Monthly Statement	11,387.68
1/10/2022	EFT	Gravity Payments	Front Desk Credit Card Gateway Fee	18.40
1/11/2022	EFT	California Department of Tax and Fee Administration	Underground Storage Tank Maintenance Return	869.00
1/11/2022	EFT	California Department of Tax and Fee Administration	Sales Tax Return	8,070.00
1/11/2022	EFT	Comerica Bank	Service Charges	692.98
1/18/2022	EFT	PAYCHEX	Payroll Service Fees	781.43
1/20/2022	EFT	PAYCHEX	1/1/22-1/15/22 Payroll Direct Deposit	57,723.01
1/20/2022	EFT	PAYCHEX	1/1/22-1/15/22 Payroll Taxes	31,960.21
1/20/2022	EFT	PAYCHEX	Time & Attendance Fees	109.00
1/20/2022	EFT	Empower Retirement	457 Contributions (Payroll Deduction)	3,095.99
1/24/2022	EFT	CalPERS	Unfunded Accrued Liability	29,384.50
1/24/2022	EFT	CalPERS	Unfunded Accrued Liability	3,169.17
1/24/2022	EFT	CalPERS	Unfunded Accrued Liability	601.17
1/24/2022	EFT	CalPERS	Retirement Contributions (Employee & Employer)	6,941.58
1/24/2022	EFT	CalPERS	Retirement Contributions (Employee & Employer)	6,159.06

Santa Cruz Port District
Accounts Payable Monthly Check Register
 January 2022

Date	No.	Vendor	Description	Amount
1/24/2022	EFT	CalPERS	Retirement Contributions (Employee & Employer)	1,480.50
1/30/2022	EFT	Windcave, Inc.	Concession Lot Credit Card Fees	495.04
Total January 2022 Disbursements				\$ 1,525,810.17



TO: Port Commission
FROM: Blake Anderson, Harbormaster
DATE: February 15, 2022
SUBJECT: Harbormaster's Report

Moose Patrol Vessel

The new Moose patrol vessel arrived home on the afternoon of January 24, 2022. After several weeks of training and familiarization, the vessel is rescue ready and has already responded to several calls for service. The consensus amongst staff is that the vessel exceeds expectations, and staff is looking forward to the service it will provide to the public and the boating community in the region. A regular in-service training schedule has been established which will involve navigation, towing, heavy weather operations, search methods, night/low visibility operations, and interagency coordination. The final grant reimbursement package has been submitted and accepted by the State, which will bring the total grant funds received for the project to \$519,400.



Bike Safety Enforcement Detail

The unseasonably warm weather as of late has brought out the crowds, and with that comes congested roadways and pathways. Deputy Harbormaster staff have been paying close attention to the service roads and access points of the harbor where bicyclist/pedestrian incidents are most likely to occur. A recent speed and stop sign enforcement detail resulted in six citations for vehicle code violations (including bicyclists running stop signs) and multiple warnings. With the recent bicycle vs. child incident near FF-Dock still fresh in our minds, this type of enforcement will continue into the future.

Vehicle Abatement

In an effort to abate unused and abandoned vehicles throughout the harbor, Deputy Harbormaster staff have been actively enforcing the 72-hour parking policy and vehicle registration requirements. The effort has resulted in several unused and broken-down vehicles being permanently removed from harbor property.

Fire Hose Inspections

Deputy Harbormaster staff are currently performing annual fire hose testing and inspections throughout the harbor. The hoses are found on the docks and the brow piers and contain lengths suitable for the dock they are adjacent to. They are checked and charged annually to ensure they are serviceable in the event of a fire.

Boating Accident Investigation Training

Staff attended a week-long training in Los Angeles at the Maritime Law Enforcement Training Center in late January. The class, which is reimbursable through the California Division of Boating and Waterways, focused on boating accident investigation and report writing. Additional Deputy Harbormaster staff are scheduled to attend classes at Los Angeles Maritime Law Enforcement Training Center (MLETC) in early March.



Perishable Skills Training

Deputy Harbormaster staff participated in an in-house perishable skills training, which included officer safety, hands-on control tactics, handcuffing, and search/seizure.

Assistant Harbormaster Rothwell is a POST (California Commission on Peace Officer Standards of Training) certified perishable skills instructor for arrest and control, baton, chemical agents, and firearms.



Fisheries Report

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

January 2022 – Total Port Landings:

Species	Weight (lbs.)	Ex-Vessel (per lbs.)	Approx. Value
Dungeness Crab	23,912.35	\$6.21	\$148,557.15
Rock Crab	1,384.50	\$2.59	\$3,591.40
Sablefish	2,002.00	\$2.69	\$5,386.00

Total Reported: 27,298.85 lbs. Total Ex-Vessel: \$157,534.55

Species also landed* - Rockfish (various species), Petrale Sole, Lingcod, Thornyhead Longspine, Thornyhead Shortspine. Halibut

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

January 2022 – Resident Buyer Landings:

Species	Weight (lbs.)	Ex-Vessel (per lbs.)	Approx. Value
Dungeness Crab	19,776.85	\$6.25	\$123,605.31
Rock Crab (Various)	996.10	\$2.50	\$2,490.25
Sablefish	642.00	\$3.00	\$1,872.00
Halibut	9.95	\$6.00	\$59.70
Sole	2.00	\$1.00	\$2.00

Total Reported: 21,426.9 lbs. Total Ex-Vessel: \$128,029.26



TO: Port Commission
FROM: Carl Wulf, Facilities Maintenance & Engineering Manager
DATE: February 22, 2022
SUBJECT: Facilities Maintenance & Engineering Manager's Report

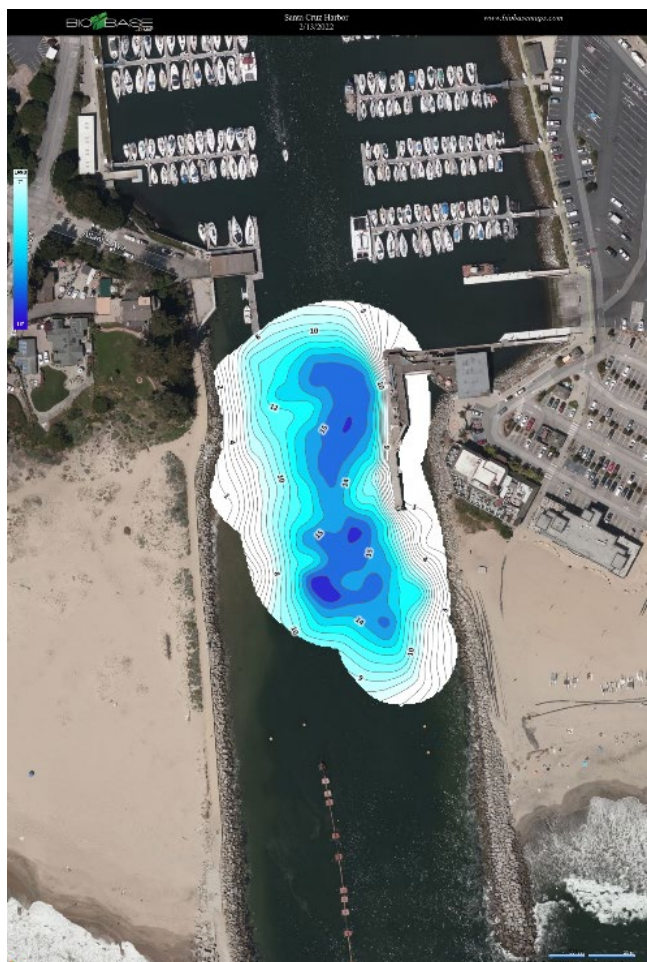
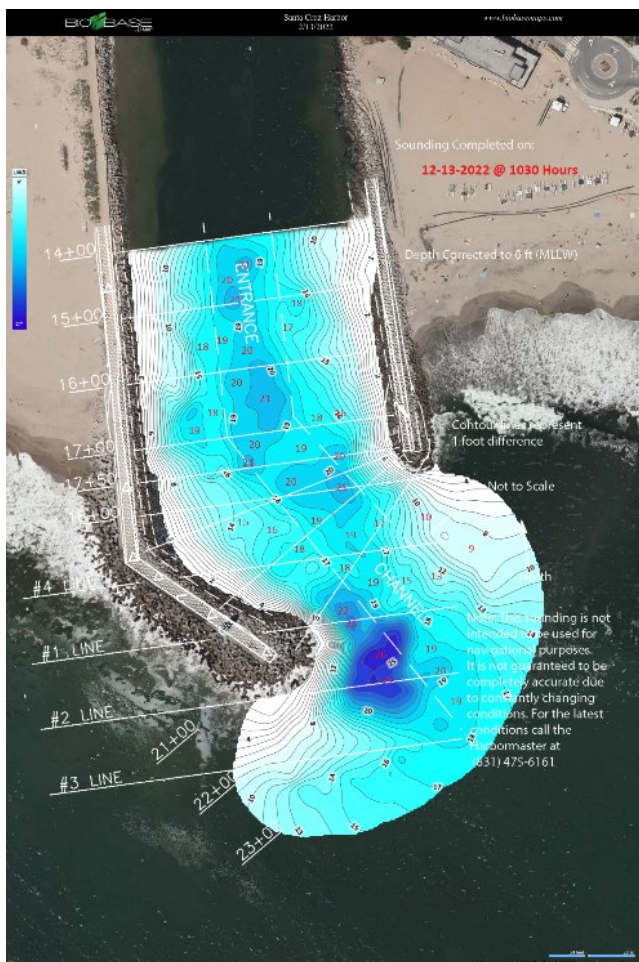
Dredging Operations:

Twin Lakes

The dredge crew repositioned *Twin Lakes* on Monday, February 14, to focus on dredging the area around the fuel dock extension and AA-dock.

Squirt

Extended maintenance continues on *Squirt* at the dredge yard. Staff has rebuilt the main pump and fabricated a new roof over the engine bay.



Maintenance:

790 Mariner Park Way, Suite B

Staff have been addressing water damage caused by last month's tsunami at Pacific Yachting & Sailing's charter office. In-house crews are performing work to remove damaged sheetrock, floor coverings, and dry out the walls.

333 Lake Avenue

Plans for the electrical work at 333 Lake Avenue were submitted to the City Building Department for the required permits. The timeline for the issuance of the permits is unknown, as the Department reports a backlog due to being short-staffed.

Lift Stations

Engineering firm MKN & Associates performed assessments of eight sewer lift stations on November 19, 2021. The Port District is in receipt of the first technical report from these assessments and will be completing review shortly.

Concession Lot ADA Improvements

Engineering designs for the Concession Lot ADA pathway improvements are nearing completion. The project is anticipated to go out to bid in the coming weeks.

Santa Cruz Port Commission

2022 COMMITTEES

Business/Finance

Rates, leases, fees and charges for services, labor agreements, taxes, revenues, business practices

Reed Geisreiter, Committee Chair
Dennis Smith

Policy/Operations

Ordinances, regulation, enforcement, general policy interpretation, harbor operations

Steve Reed, Committee Chair
Darren Gertler

Construction/ Maintenance

Capital improvements, renovation, major projects, facility upgrades, capital planning

Reed Geisreiter, Committee Chair
Steve Reed

Dredging

Operations, maintenance, permits, regulatory compliance, renewal and replacement, prevention (watershed management)

Toby Goddard, Committee Chair
Darren Gertler

Communications/Outreach

Public and governmental relations (local, state, and federal), neighborhood issues, legislation, advocacy

Toby Goddard, Committee Chair
Dennis Smith

Note: Committee chair is current Commission chair, or senior member.

rev. 02/17/2022

SEA SCOUT SHIP 669

QUARTERLY REPORT

Dear Commissioners,

Santa Cruz Sea Scouts have been ramping up their activities since August of 2021. In September we attended the "Safety at Sea" program in Yerba Buena Island Coast Guard Station with 6 scouts. They participated in firefighting, flare training, man overboard, leak prevention and more. We've been to Capitola fishing a few times and took the Bosso to Stillwater Cove for the day. This past month the scouts helped sweep and clean up around the RV park in the Harbor.

We were donated a Cal 22 sail boat with trailer and the scouts helped in cleaning it up and getting it ready to be re-rigged. We have a few more items to take care of and hopefully get the Cal in the water by April. We also received a donation of a 1979 38' Defever Trawler, the String of Pearls. On Feb 6th 5 adults and 2 scouts brought her down from Antioch. We spent the night at Pillar Point and then arrived in Santa Cruz on the 7th around 330pm. It was a beautiful transit, sunny all the way down and smooth sailing.

She is in excellent shape with a queen aft cabin and a V berth, 2 heads, a full galley and fly bridge. We plan on doing some minor repairs and improvements to get her ready for our summer cruising activities. We introduced her to our crew this past Sunday with a cruise for 2 hours.

The donor, Mr. Gallup had owned her for 25 years and was a Commodore in the Coast Guard Auxiliary. He cruised her weekly up and down the San Joaquin River doing patrols for many years. We are very fortunate to receive this fantastic donation. The Willard fireboat will be sold to help with improvements to the String of Pearls.

The Coast Guard Auxiliary has partnered with BSA Sea Scouts this past year. We have met with our local Flotilla 6-10 and will be joining with them in training our scouts and adults. About 6 of the adults will also be joining the Auxiliary.

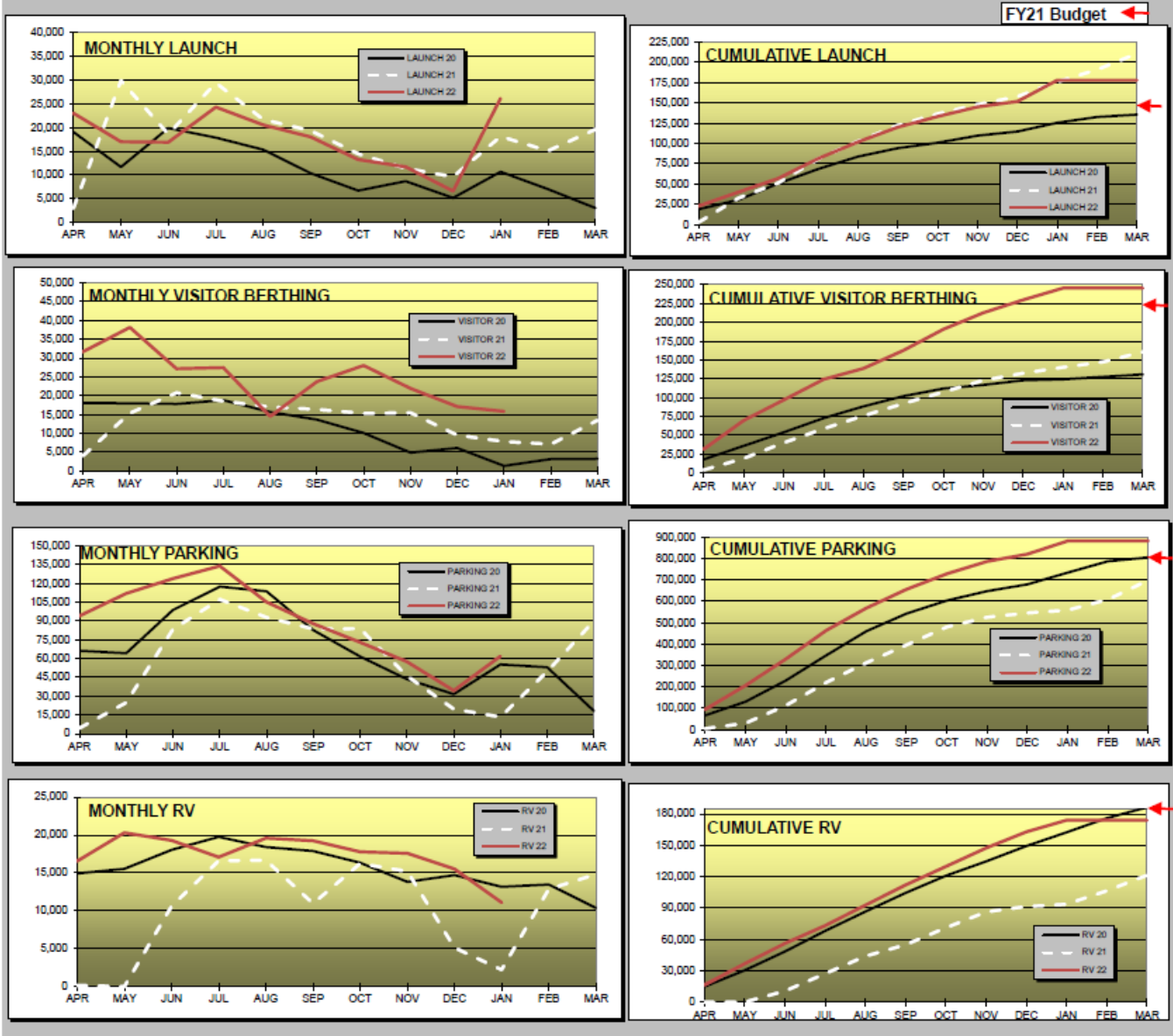
This past few months we have grown our scouts to 14 and with the String of Pearls I believe we will increase our membership even more.

Funding our program is always a struggle. We plan to do some fund raising this year after Covid restrictions are lifted.

Your continued support of the Sea Scout Program in Santa Cruz benefits our community and our harbor by getting our youth on the water.

Skipper Kevin Melrose

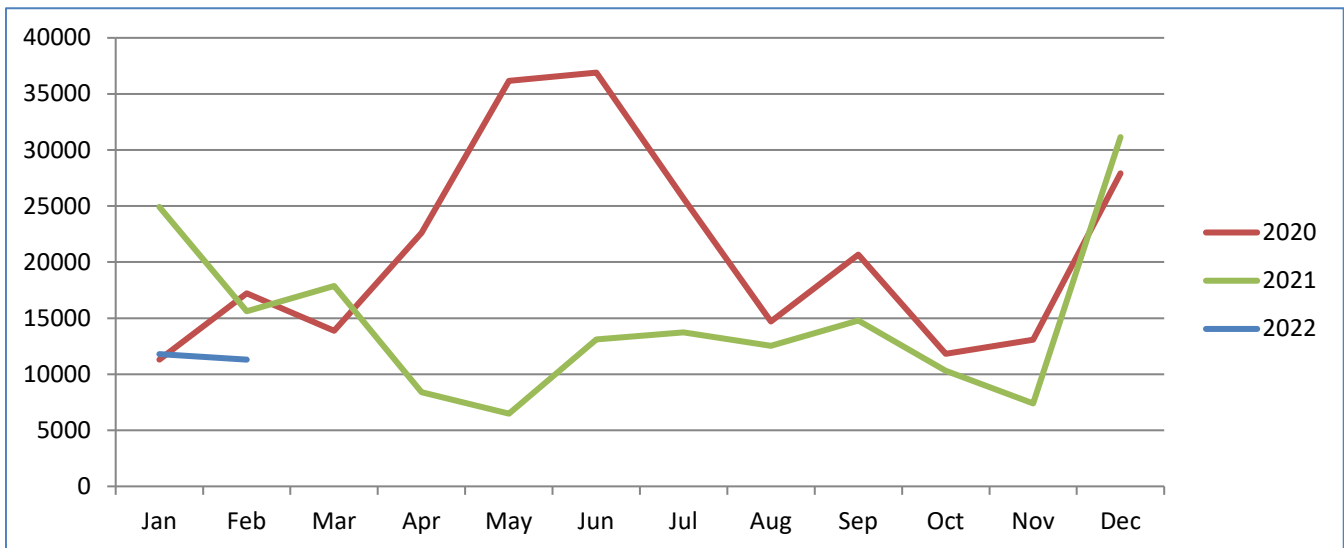
SEASONAL INCOME



Santa Cruz Port District
60 DAY DELINQUENT ACCOUNTS

The following accounts have balances 60 days delinquent as of February 14, 2022

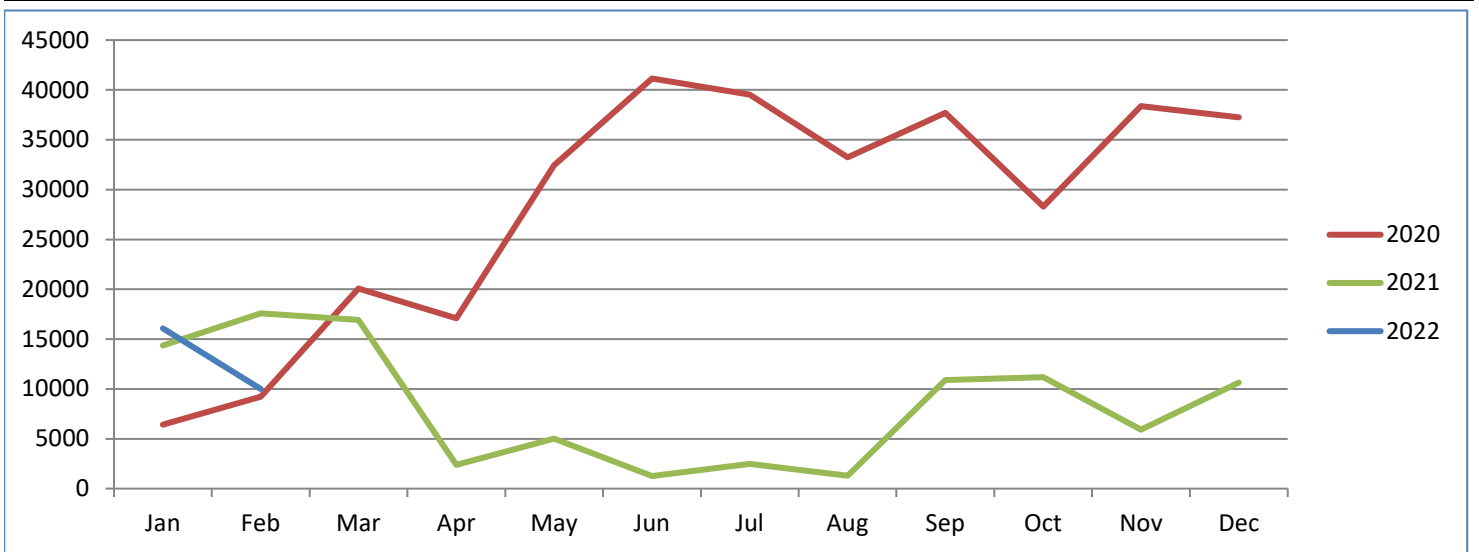
Account Number	Current Month	30 Day Balance	60 Day Balance	90 Day Balance	Total Balance
58016	440.48	537.07	408.67	0.00	1,386.22
45941	489.72	585.90	304.57	0.00	1,380.19
59554	447.61	544.14	341.30	0.00	1,333.05
3494	442.87	439.44	411.02	0.00	1,293.33
56083	494.94	596.62	21.03	0.00	1,112.59
57057	432.35	428.99	95.16	0.00	956.50
58198	409.27	281.30	175.62	0.00	866.19
47207	293.00	292.75	29.42	0.00	615.17
57958	201.44	200.00	173.55	0.00	574.99
58520	171.90	170.70	102.79	0.00	445.39
3574	151.01	149.98	122.12	0.00	423.11
58302	26.03	87.49	123.94	0.00	237.46
46644	84.24	83.76	58.27	0.00	226.27
48170	84.24	83.76	58.27	0.00	226.27
57229	84.24	83.76	58.27	0.00	226.27
Total:	4,253.34	4,565.66	2,484.00	0.00	11,303.00



Santa Cruz Port District
90+ DAY DELINQUENT ACCOUNTS

The following accounts have balances 90 days delinquent or greater as of February 14, 2022

Account Number	Current Month	30 Day Balance	60 Day Balance	90+ Day Balance	Total Balance	Commercial Slip	Action
57413	740.41	789.97	719.28	1,067.47	3,317.13		Revoke
1057	689.32	689.31	683.92	747.58	2,810.13	X	Revoke
56783	-	-	-	1,045.22	1,045.22		Bad Debt
58160	-	-	-	859.81	859.81		Bad Debt
59325	28.25	28.25	28.25	702.65	787.40		Bad Debt
59335	85.21	84.73	84.24	142.03	396.21		Bad Debt
57361	94.76	91.45	93.67	59.36	339.24		Revoke
3863	88.27	87.75	87.23	31.80	295.05		Revoke
56146	-	-	-	149.96	149.96		Bad Debt
TOTAL:	1,726.22	1,771.46	1,696.59	4,805.88	10,000.15		





TO: Port Commission
FROM: Sean Rothwell, Assistant Harbormaster
DATE: February 10, 2022
SUBJECT: Harbor Patrol Incident Response Report – January 2022

Search and Rescue, Patrol Boat Response

1/2/22 Harbor Patrol responded to a report of a disabled vessel east of the harbor entrance. Upon arrival, Harbor Patrol located a vessel that had lost power and was dragging anchor. Harbor Patrol towed the vessel away from shore. TowBoatUS towed the vessel back to the harbor without incident.

1/27/22 Harbor Patrol responded to a report of a disabled vessel in the area of the "Mile Buoy". Harbor Patrol towed the vessel back to the harbor incident.

Note: Harbor Patrol received six additional calls for service but was unable to respond because both Scout and the Almar patrol boat were out of service.

Crime Reports, Assist Outside Department and Incident Reports

1/7/22 Harbor Patrol took a stolen property report after an aluminum dock cart was reported missing by a slip renter. Video surveillance was unable to produce a positive identification of the suspect.

1/6/22 At the request of Netcom, Harbor Patrol responded to a report of a subject overdosing in the area of 1st Avenue and Atlantic Avenue. Upon arrival, a bystander was performing CPR. Central Fire took over administering first aid until the victim was stabilized and transported to Dominican Hospital by paramedics.

1/7/22 Harbor Patrol responded to a report of a verbal altercation between two subjects in the area of the T-dock. Harbor Patrol deescalated the situation and cleared the scene without incident.

1/29/22 Harbor Patrol took an accident report after a vessel struck the cross-channel dredge pipe. No damage reported.

1/29/22 Harbor Patrol took an accident report after a driver accidentally hit the gas instead of the brake while parking and collided with a handrail located in the front of the parking space. Minor damage was sustained to both the vehicle and handrail. The driver reported minor injuries and transported herself to Dominican Hospital for evaluation.

January Parking Citations: 142

From: g.stearns Stearns <g.stearns@stearnsandmorecapital.com>
Sent: Friday, January 21, 2022 5:09 PM
To: scpd@ SCPD
Cc: Holland MacLaurie; anderson@santacruzharbor.org; Carl Wulf; Colin Young
Subject: Santa Cruz Harbor - KSCO Live from The Sea Rat & CNN Article...

TO: Port Commission @ scpd@santacruzharbor.org
CC: Port Director @ hmaclaurie@santacruzharbor.org
CC: Port Harbor Master @ banderson@santacruzharbor.org
CC: Port Facilities & Engineering @ cwulf@santacruzharbor.org
CC: The Sea Rat Boat Agent Colin Young

Hello Santa Cruz Harbor...

Thank You All for your Professionalism during the Tsunami.

I gave Local KSCO Radio a Live Interview from The Sea Rat before Securing Our Vessel & Checking that Live aBoard Jim had safely disembarked his vessel. Then Safely Walked P-Doc to Assure all Vessels were Secure as I went for Hot Coffee at The Café.

At the Café I contacted Global CNN via Social Networking and Santa Cruz Harbor was Featured on CNN 5-Things Podcast plus With Photo in the CNN Article Below:

<https://www.cnn.com/2022/01/15/asia/tsunami-warning-tonga-volcano-intl-hnk/index.html>

All The Best... The Sea Rat Sailors...

Act Global... Grow Local...
Brand Monterey Bay & Invest Monterey Bay...
Regional Innovation for People Planet Profits...
www.LinkedIN.com/in/g-stearns-a274
www.Facebook.com/glenn.stearns

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

Port Commission Review Calendar 2022-23

2022

January-March

- ✓ H&H Fresh Fish Lease Exp. 01/31/2022
2 (3) year options to extend
- ✓ Bayside Marine Lease Exp. 01/31/2022
no option to extend
- Committee Assignments for 2022
- Sea Scouts' Biannual Report
- FY 23 Budget
- Review 5-year CIP
- Santa Cruz Yacht Club Lease Exp. 03/31/2022
no option to extend
- Slip Vacancy Biannual Report / Waiting List Statistics
- Ethics Training Update
- Form 700 Filing (due by 03/31 each year)

April-June

- Chardonnay Lease Exp. 05/31/2022
1 (5) year option to extend
- PY&S Lease Exp. 05/31/2022
1 (5) year option to extend
- Dredge Report 2022-23
- Annual Vessel Use List Review
- Biennial Update to Conflict-of-Interest Code

July-September

- Annual O'Neill Sea Odyssey Report (review slip rent reduction / charter fee. PC action of 07/07)
- Sea Scouts' Biannual Report
- Slip Vacancy Biannual Report / Waiting List Statistics
- Nexus Wealth Advisors Lease Rent Review at Option Period Ending 11/30/2022

October-December

- Annual Review of Business Use of Slips
- Port Commission Officers for 2023
- Mid Year Review of CIP

Committee Review Items (timeline not specified)

- Comprehensive Review of Charter Fees
- Public Benefit Discount Policy

Key

- Pending
- In process
- ✓ Done

2023

January-March

- Ethics Training Update
- Committee Assignments for 2023
- Sea Scouts' Biannual Report
- Slip Vacancy Biannual Report / Waiting List Statistics
- FY 24 Budget
- Review 5-year CIP
- Form 700 Filing (due by 03/31 each year)
- Biennial Anti-Harassment/Anti-Discrimination Training
- Crow's Nest Beach Market Rent Review at Option Period Ending 4/30/2023
- Intero Real Estate Lease Exp. 05/31/2022
no option to extend

April-June

- Dredge Report 2023-24
- Annual Vessel Use List Review

July-September

- Annual O'Neill Sea Odyssey Report (review 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 2024

Future Calendar

- ABC End-Tie Review after Murray Street Bridge Retrofit
- 7th and Brommer Property Assessment