



Special Closed and Regular Public Session of November 28, 2023

**Santa Cruz Port Commission
MINUTES**

Commission Members Present:

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

SPECIAL PUBLIC SESSION – 4:30 PM

Chair Gertler convened the special public session at 4:30 PM at the Harbor Public Meeting Room, 365 A Lake Avenue, Santa Cruz, CA.

1. Oral Communication
2. Announcement of Closed Session Pursuant to Government Code (Ralph M. Brown Act) §54957

At 4:30 PM, Chair Gertler announced that the Commission will meet in closed session to discuss agenda item 3.

SPECIAL CLOSED SESSION

3. Public Employee Performance Evaluation
Title: Port Director

SPECIAL PUBLIC SESSION

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

Chair Gertler announced that the Commission took no reportable action in closed session on item 3.

Chair Gertler adjourned the special open session following the closed meeting at 5:25 PM.

REGULAR PUBLIC SESSION – 5:30 PM

Chair Gertler convened the regular public session at 5:30 PM at the Harbor Public Meeting Room, 365 A Lake Avenue, Santa Cruz CA (hybrid meeting platform).

5. Pledge of Allegiance
6. Oral Communication

Chair Gertler announced that the Commission took no reportable action in closed session on item 3.

Commissioner Geisreiter stated that on November 21, 2023, the United States Secretary of Commerce declared a fishery resource disaster for the 2023 salmon season. He stated that it will be beneficial for staff to work closely with those affected to ensure they have prompt access to assistance when it is released.

CONSENT AGENDA

7. Approval of Minutes
 - a) Special Closed and Regular Public Meeting of October 24, 2023

MOTION: Motion made by Commissioner Smith, seconded by Commissioner Goddard to approve consent agenda item 7.
- *Motion carried unanimously.*

REGULAR AGENDA

8. Review of Repair Options for East Side Embankment

Discussion: Dale Hendsbee of Mesiti-Miller Engineering (MME) reviewed preliminary repair options for the east side embankment and crane pad.

Mr. Hendsbee fielded questions from the Commission about design options, costs, and feasibility. He highlighted the following:

Option 1 – Steel Sheet Piles with Tiebacks

- Estimated engineering cost \$1.5 million
- Useful service life 50+ years
- Sheet piles will be approximately 50' in length to achieve stability
- Potential need for easements for tiebacks

Option 2 – Concrete Wharf Found on Concrete Piles

- Estimated engineering cost \$1.7 million
- Useful service life 50+ years
- Concrete piles approximately 110' long to support crane and wharf loads

A brief discussion ensued regarding alternative repair options, including repairing the current revetment with replacement riprap (additional riprap would be placed at low tide).

Mr. Hendsbee stated that in collaboration with Haro Kasunich and Associates, the project's geotechnical engineers, the riprap stabilization method can be explored further to determine suitability and feasibility.

Commissioner Goddard expressed interest in reviewing the geotechnical information for this project and proposed scheduling another review to explore alternative repair options, specifically considering restoring the embankment with riprap.

Vice-chair Reed agreed and emphasized the importance of including maintenance and upkeep considerations for any alternative options.

There was consensus among the Commission to schedule a future review of the repair options.

9. Award of Contract for Murray Street Bridge Project Construction Administration Services (NTE \$90,000)

Discussion: Port Director MacLaurie provided an overview of the City's estimated timeline for the Murray Street Bridge Project, emphasizing the upcoming bid deadline of December 5, 2023. Port Director MacLaurie acknowledged the need for construction administrative support and recommended authorizing a contract with Mesiti-Miller Engineering for these services.

Commissioner Goodard expressed support for awarding the contract and highlighted the importance of managing internal logistics during the pre-construction phases of this large project.

MOTION: Motion made by Commissioner Smith, seconded by Commissioner Geisreiter to authorize the Port Director to execute a contract with Mesiti-Miller Engineering for Murray Street Bridge Project construction administration services in the amount of \$75,000, plus a 20% contingency, for a total authorized amount not-to-exceed \$90,000.
- *Motion carried unanimously.*

10. Approval of Employment Reclassification for Administrative Assistant II and Accounting Technician II (*There was no discussion on this agenda item*)

MOTION: Motion made by Commissioner Geisreiter, seconded by Commissioner Smith to:
1) Approve reclassification of one full time equivalent (FTE) Administrative Assistant II to Administrative Services Officer, effective December 1, 2023.
2) Approve reclassification of one full time equivalent (FTE) Accounting Technician II to Finance Officer, effective December 1, 2023.
- *Motion carried unanimously.*

11. Approval of Cash / Payroll Disbursements – October 2023

Discussion: In response to a question posed by the Commission, staff provided additional information on the following warrant:

- Warrant # 58910 – Peterson Cat
Dozer repairs and maintenance - Undercarriage repairs not covered by warranty

MOTION: Motion made by Vice-chair Reed, seconded by Commissioner Geisreiter to approve cash and payroll disbursements for October 2023, in the amount of \$1,471,946.36.

- *Motion carried unanimously.*

INFORMATION

12. Port Director's Report

Port Director MacLaurie introduced Hilary Weisert as the Port District's new Administrative Assistant.

13. Harbormaster's Report

Harbormaster Anderson stated that staff will continue to work with Congressman Panetta's office regarding the recent salmon fishery disaster declaration.

Harbormaster Anderson stated that staff have been preparing for the upcoming Lighted Boat Parade event, which will take place on Saturday, December 2, 2023.

In response to a question posed by Commissioner Goddard, Harbormaster Anderson stated that this year, DFW is requiring that all vessels engaged in the commercial Dungeness crab fishery install electronic monitoring units on their vessels for location tracking purposes.

14. Facilities Maintenance & Engineering Manager's Report

Facilities Maintenance & Engineering (FME) Manager Wulf stated that the District's contractor, SSB, has completed the 2222 East Cliff Drive Deck Replacement Project, with no change orders.

FME Manager Wulf stated that the Port District did not receive any bids for the North Harbor Transformer Replacement Project and plans to readvertise the project in Spring 2024.

15. Annual Review of Business Use of Slips (*There was no discussion on this agenda item*)

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

- a) Comparative Seasonal Revenue Graph

- b) Review of FY24 Budget Impacts – Salmon Season Closure
- c) CLASS Statement
- d) LAIF Statement

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

18. Harbor Patrol Incident Response Report – October 2023

Commissioner Goddard commended Harbormaster Anderson on his media appearance regarding the incident of November 24, 2023, in which two pedestrians were seriously injured after a driver lost consciousness and veered onto the sidewalk of Murray Street Bridge.

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

- a) Letter from Port Director MacLaurie to Scripps Institution of Oceanography

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

Port Director MacLaurie stated that the December Regular Public Session will be held on December 12, 2023, at 5:30 PM.

Chair Gertler adjourned the regular public session at 6:36 PM.



Darren Gertler, Chair