

**San Diego Unified Port District**  
**Meeting Minutes**  
**Board of Port Commissioners**

**July 9, 2024, 1:00 p.m.**  
**Don L. Nay Port Administration Boardroom**  
**3165 Pacific Hwy.**  
**San Diego, CA 92101**

Commissioners Present: Sid Voorakkara, Ann Moore, Dan Malcolm, Danielle Moore, Frank Urtasun, Michael Zucchet, GilAnthony Ungab

Officers Present: Coniglio, Largent, Medina, Morales, Russell, Yeilding

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**A. Roll Call**

Commissioner Voorakkara participated via conference call from Kimpton Vividora Hotel Playroom, Carrer de Duc 15, Barcelona, Spain 08002

**B. Statement (just cause) and/or Consideration of a Request to Participate Remotely (emergency circumstances) by a Commissioner, if applicable**

Commissioner Ann Moore participated remotely for reasons authorized by law under just cause Brown Act rules.

**C. Pledge of Allegiance**

Commissioner Malcolm led the pledge of allegiance.

**D. Closed Session Report Out**

Thomas A. Russell, General Counsel, announced that the Board considered items on the Closed Session Agenda. Mr. Russell stated that no reportable action was taken.

**E. Public Communications**

The following member(s) of the public addressed the Board with non agenda-related comments: Diane Andrews; Sharon Cloward, President, San Diego Working Waterfront.

**F. Board Committee Reports**

Commissioner Zucchet reported that the Audit Oversight Committee met on June 20, 2024, and welcomed their new member, Kellen Gill, who is a certified public accountant with a Master of Science in Accountancy. Commissioner Zucchet stated the committee recommended changes to BPC Policy 776 and the Fiscal

Year 2025 Audit Plan for Board adoption. The committee also received presentations on Maritime 101, the Port's financial position and received a status update on the Fiscal Year 24 audit plan, highlighting the team's progress in reviewing about \$44M of rent and identifying about \$400K in rental deficiencies. There was also an update on the Fraud Prevention Ethics Hotline and a presentation on the Harbor Police Professional Standards Unit Overview and Related Processes. Commissioner Zucchet announced the next meeting is scheduled for September 19, 2024.

Chairman Urtasun provided a report on the Environmental Advisory Committee meeting held on June 26, 2024. The committee received a presentation from the San Diego Working Waterfront regarding Operation Clean Sweep which will be August 24, 2024, and an update on establishing a Shellfish and Seaweed Aquaculture Planning Program. Chairman Urtasun announced that in January, the State Coastal Conservancy, U.S. Navy, and Port applied to designate San Diego Bay and a portion of San Diego County as a sentinel landscape. Unfortunately, the application was not successful but staff received positive and useful feedback from participating federal agencies and are already preparing for the 2025 application cycle. Chairman Urtasun shared that the committee also received an update on the Caulerpa invasive algae eradication project in the Coronado Cays and heard about Green Marine, the international environmental certification program for ports, shipyards, terminals and seaways, and also, the recently completed verification review of Port operations in which the Port scored in the top 10% of all participating ports. Lastly, BCK Programs presented on Watershed Education Initiatives which teach National City K-12 students on litter pollution and stormwater pollutants. Chairman Urtasun announced the next meeting is scheduled for September 18, 2024.

## **G. Commissioners' Reports**

Commissioner Danielle Moore and Commissioner Malcolm attended a groundbreaking event on June 26, 2024, on the Chula Vista Bayfront for Pacifica's Amara Bay Development and Commissioner Danielle Moore had the pleasure of subbing in for Commissioner Ann Moore. John McCann, Mayor, Chula Vista, Ash Israni, Pacifica, and Commissioner Emeritus Bill Hall, Chairman, Port Wildlife Advisory Group, also spoke. Commissioner Danielle Moore explained Amara Bay is a unique mixed-use development that includes condominiums, a hotel and commercial office space. These will be the only residential units on the Chula Vista Bayfront because of the land swap the Port executed with Pacifica. The Port gave Pacifica land opposite the marinas and Pacifica gave the Port land where Sweetwater Park is currently being built. Commissioner Danielle Moore also stated the land swap served as the missing piece for the Chula Vista Bayfront Master Plan and had crucial support from the community, environmental groups, and the California Coastal Commission.

Chairman Urtasun provided a report on the Crowley eWolf Christening. Chairman Urtasun was joined by Vice Chair Danielle Moore and Acting CEO Randa Coniglio, to christen the first all-electric tugboat in the country. The eWolf

completed its first job the last week of June, assisting an auto carrier from the National City Marine Terminal to the federal channel north of the Coronado Bay Bridge. Chairman Urtasun said that with this new tug service, the Port is making great strides in achieving the public health and environmental goals set in the Maritime Clean Air Strategy (MCAS).

## **H. Special Recognition**

Melissa Belen-Gonzalez, Planning, provided an update on her CivicSpark fellowship at the Port. Ms. Belen-Gonzalez explained the CivicSpark program has been dedicated to building local governments' capacity to address emerging climate, environmental and social equity resilience challenges and that the program offers professional development and networking opportunities, that included an invitation to meet with San Diego Mayor Todd Gloria to share her service experiences. Ms. Belen-Gonzalez reported that her focus with the Planning department was to help staff advance climate adaptation programs and her focus with the Aquaculture department was completing the spring shellfish basket studies, in which she coordinated the deployment and sampling of oysters and mussels and their growth in areas that could one day be a Port aquaculture farm. Ms. Belen-Gonzalez also shared that she led various education and outreach efforts, was one of the team members who worked on the application for the 2024 Climate Leadership Awards which the Port won this past May, and chose a leadership project, planning and coordinating service days, allowing fellows to give back to local communities.

## **I. President's Report**

Randa Coniglio, Acting President/Chief Executive Officer, announced that the District was awarded , for the 10th consecutive year, a Certificate of Achievement for Excellence in Financial Reporting for the District's June 30, 2023, Annual Comprehensive Financial Report (ACFR). Ms. Coniglio explained the certificate is the highest form of recognition in governmental accounting and financial reporting and its attainment represents a significant accomplishment by a government and its management. Ms. Coniglio recognized the Finance department led by Director, Mike Arons and executive leadership by Chief Financial Officer, Tracy Largent.

Ms. Coniglio shared the District has been awarded a \$5M planning grant from the Rebuilding American Infrastructure with Sustainability and Equity or RAISE, grant program. Ms. Coniglio stated the District was the only port in California to receive an award. The funding will bring Tenth Avenue Marine Terminal Redevelopment Phase II to shovel-ready status and provide staff with the opportunity to create the foundation for future zero-emissions technology and operational improvements.

Ms. Coniglio reported that on June 17, 2024, Commissioner Voorakkara and staff hosted a boat tour with Dr. Ricky Shabazz, President, San Diego City College, and his colleagues. The Port team gave an overview of the Port and its operations with focus on workforce development, community and stakeholder

engagement, aquaculture and blue technology, environmental education, and how the Port partners with a broad range of academic institutions and students.

Ms. Coniglio then shared on June 29, 2024, the Parks & Recreation department delivered a free community event at Bayfront Park in Chula Vista, where approximately 1,300 people attended this family-friendly event where attendees enjoyed music, cultural performances, free food, and a variety of kids activities. Ms. Coniglio thanked Parks & Recreation, Marketing & Communications, General Services, and the Port's Community Service Officers, for delivering such a wonderful event to Chula Vista families.

Lastly, Ms. Coniglio provided a report on the 2024 Big Bay Boom. Ms. Coniglio stated since 2001, the Port has proudly supported the Big Bay Boom which provides both direct and indirect revenue to tenant businesses and boosts the regional economy. Ms. Coniglio recognized Parks & Recreation, Harbor Police, General Services, Guest Experiences and Marketing and Communications for supporting this long-standing holiday celebration and thanked Sandy Purdon, President/Executive Producer, Big Bay Boom July 4th Fireworks Show, and the San Diego Armed Services YMCA for their commitment to making this years fireworks the best ever.

**J. District Clerk's Announcements**

Donna Morales, District Clerk, announced that additional agenda-related materials were received by the Board after publication of the agenda for the following items: Item M2. - File 2024-299.

Ms. Morales also announced that staff requests that the Board consider the following items be continued to a future Board meeting: Item L1 - File 2024-315 and Item L4 - File 2024-316.

Moved: Michael Zucchet  
Seconded: Frank Urtasun  
Result: Passed

**K. Approval of Minutes**

None

**L. Consent Agenda**

Items 2, 3 and 5 - 7

Moved: Dan Malcolm  
Seconded: GilAnthony Ungab  
Results: Passed

**1. Authorizing Captain Brian Vanderspek as a San Diego Harbor Pilot, 2024-315**

**Resolution Authorizing Captain Brian Vanderspek as a U.S. Coast Guard Licensed San Diego Harbor Pilot to Perform Piloting Services for the Navigation of Vessels Entering, Leaving, and Shifting Within San Diego Bay.**

The Board will consider staff's recommendation to continue this item to a future Board meeting.

2. **Resolution Selecting and Authorizing Agreements with Vendors A. Amick Brown, LLC - B. Excelerate, LLC - C. Kaygen, Inc. – D. Krasan Consulting Services, Inc., 2024-297**

**To Provide as Needed Information Technology and Information Security Staffing Services for a Total Aggregate Amount not to Exceed \$7,000,000 for a Period of (5) Five Years Beginning July 22, 2024, and Ending July 21, 2029. All Funds for Future Fiscal Years Will be Budgeted in the Appropriate Fiscal Year, Subject to Board Approval Upon Adoption of Each Fiscal Year's Budget.**

On a motion made by Commissioner Malcolm seconded by Commissioner Ungab, the Board adopted Resolution 2024-063 as part of the Consent agenda.

3. **Adopt Resolution Amending Board of Port Commissioners' Policy No 776, Port Audit Oversight Committee Adding Section 5, Mileage Reimbursement, 2024-283**

**Resolution Amending BPC Policy No. 776**

**Adopt Resolution Amending Board of Port Commissioners' Policy No 776, Port Audit Oversight Committee Adding Section 5, Mileage Reimbursement**

On a motion made by Commissioner Malcolm seconded by Commissioner Ungab, the Board adopted Resolution 2024-064 as part of the Consent agenda.

4. **Purchase Order with Carahsoft Technology Corporation for DocuSign Licensing and Premier Support., 2024-316**

**Award Purchase Order with Carahsoft Technology Corporation for DocuSign Licensing and Premier Support Services for the Amount of \$170,334.41 for Fiscal Year 2025 and a Five-Year Total Cost of Ownership Not to Exceed \$999,283.95. Expenditures for FY2025 are Budgeted. Funds Required for Future Fiscal Years will be Budgeted in the Appropriate Fiscal Year, Subject to Board Approval Upon Adoption of Each Fiscal Year's Budget**

The Board will consider staff's request to continue this item to a future Board meeting.

**5. Parks and Recreation Month, 2024-305**

**Resolution Proclaiming July 2024 as Parks and Recreation Month**

On a motion made by Commissioner Malcolm seconded by Commissioner Ungab, the Board adopted Resolution 2024-065 as part of the Consent agenda.

**6. Continuance of a Local Emergency – Tijuana River Valley Pollution Crisis, 2024-301**

**Adopt a Resolution Proclaiming the Continuance of a Local Emergency Relating to the On-Going Tijuana River Valley Transboundary Pollution Crisis**

Commissioner Malcolm provided a comment.

On a motion made by Commissioner Malcolm seconded by Commissioner Ungab, the Board adopted Resolution 2024-066 as part of the Consent agenda.

**7. Continuance of a Local Emergency - Caulerpa Prolifera, 2024-303**

**Adopt a Resolution Proclaiming the Continuance of a Local Emergency Due to the Presence of an Invasive Algae Caulerpa Prolifera**

On a motion made by Commissioner Malcolm seconded by Commissioner Ungab, the Board adopted Resolution 2024-067 as part of the Consent agenda.

**M. Action Agenda**

**1. FY 2025 Audit Plan, 2024-234**

**Resolution Approving the Audit Plan for Fiscal Year 2025 Pursuant to Board of Port Commissioners' Policy No. 35 – Powers and Functions of the Port Auditor**

Mark Yeilding, Port Auditor, addressed the Board with staff's report and presentation regarding Agenda Item M1 - File No. 2024-234 (A copy of the staff report, presentations and any agenda-related materials are on file with the Office of the District Clerk).

The following member(s) of the public addressed the Board with agenda-related comments: None.

Commissioner Zucchet, Commissioner D. Moore and Chairman Urtasun provided comments.

On a motion by Commissioner Zucchet, seconded by Commissioner D. Moore, the Board adopted Resolution 2024-067.

Moved: Michael Zucchet  
Seconded: Danielle Moore  
Results: Passed

**2. District Redevelopment of Shelter Island Commercial Fishing Wharf, 2024-299**

**Receive Preliminary Project Review Presentation for the Demolition and Redevelopment of the Commercial Fishing Wharf on Shelter Island (Currently Known as Driscoll's Wharf) and Direction to Staff.**

Christian De Manielle, Department Manager, Real Estate, joined by Adam Meyer, Assistant Director, Real Estate, Lesley Nishihira, Assistant Vice President, Planning, and David Jones, Deputy General Counsel IV, Office of the General Counsel, addressed the Board with staff's report and presentation regarding Agenda Item M2 - File No. 2024-299 (A copy of the staff report, presentations and any agenda-related materials are on file with the Office of the District Clerk).

The following member(s) of the public addressed the Board with agenda-related comments: None.

Commissioner Malcolm and Chairman Urtasun provided comments.

**3. Shellfish and Seaweed Aquaculture Program, 2024-310**

**Presentation and Direction to Staff on a Discussion Draft Establishing a Shellfish and Seaweed Aquaculture Program in and Around San Diego Bay Including Policies, Procedures, and Best Practices**

Paula Sylvia, Program Director, Aquaculture and Blue Tech Team, joined by Jason Giffen, Vice President, Planning and Environment, Lily Tsukayama, Senior Planner, Planning, and Shiraz Tangri, Deputy General Counsel IV, Office of the General Counsel, addressed the Board with staff's report and presentation regarding Agenda Item M3 - File No. 2024-310 (A copy of the staff report, presentations and any agenda-related materials are on file with the Office of the District Clerk).

The following member(s) of the public addressed the Board with agenda-related comments: Charles Bradshaw, Community Plans and Liaison Officer, Naval Base Coronado; Sharon Cloward, President, San Diego Working Waterfront; John Adriany; and Matt Everingham, Everingham Bros Bait Company.

Chairman Urtasun, Commissioner Malcolm, Commissioner D. Moore, and Commissioner Voorakkara provided comments and asked clarifying questions. Jason Giffen and Paula Sylvia responded.

**4. Review and Consideration of Draft Proposed Board Agenda for the August 13, 2024 Meeting, 2024-302**

Moved: Dan Malcolm  
Seconded: Danielle Moore  
Results: Passed

**N. Officer's Report**

**Monthly Notification of Change Orders Pursuant to BPC Policy No. 110:**

A) Change Order No. 2 to Contract No. 2022-01R with AMG Demolition and Environmental Service, Inc. - 45 Calendar Day Time Extension thru 08-13-2024

B) Change Order No. 6 to Contract No. 2022-05 with Western Rim Constructors, Inc. - Clerical Adjustments to Change Order Numbers 3, 4 & 5 At No Cost to the District to Reflect Revised Contract Amount of \$1,077,028.39

**MONTHLY NOTIFICATION OF COST RECOVERY USER FEE WAIVERS GRANTED BY THE EXECUTIVE DIRECTOR PURSUANT TO BPC POLICY NO. 106:**

None to Report

**MONTHLY NOTIFICATION OF RENT REVIEWS CONSENTED TO ADMINISTRATIVELY PURSUANT TO BPC POLICY NO. 355 AS AMENDED ON JANUARY 10, 2017:**

None to Report

**MONTHLY NOTIFICATION OF ENCUMBRANCES CONSENTED TO ADMINISTRATIVELY PURSUANT TO BPC POLICY NO. 355 AS AMENDED ON JANUARY 10, 2017:**

None to Report

**MONTHLY NOTIFICATION OF LEASE AMENDMENTS CONSENTED TO ADMINISTRATIVELY PURSUANT TO BPC POLICY NO. 355 AS AMENDED ON JANUARY 10, 2017:**

None to Report



Secretary, Board of Port  
Commissioners  
San Diego Unified Port District

Clerk of the San Diego Unified Port  
District