

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

**August 13, 2024, 1:00 p.m.  
Don L. Nay Port Administration Boardroom  
3165 Pacific Hwy.  
San Diego, CA 92101**

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

Commissioners Excused: Dan Malcolm

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

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**A. Roll Call**

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

No requests were received.

**C. Pledge of Allegiance**

Commissioner Voorakkara led the pledge of allegiance.

**D. Closed Session Report Out**

Rebecca Harrington, Assistant General Counsel, announced that the Board considered items on the Closed Session Agenda. Ms. Harrington 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: Katheryn Rhodes.

**F. Board Committee Reports**

Commissioner Ungab provided a report on the Accessibility Advisory Committee (AAC) meeting held on July 18, 2024. Commissioner Ungab explained that the purpose of the committee is to assist the Board with access, American with Disabilities Act (ADA) compliance, and championing universal design. The committee met with Top Golf and gave feedback on the preliminary design of

their project with emphasis on the need for open space for restroom entrances and lower top seating arrangements for accessibility.

#### **G. Commissioners' Reports**

Commissioner Danielle Moore announced that she participated with members of the Port's Executive Leadership Group for General Services Work Day. Commissioner Moore shared that she was hosted by Mike Hastings, Lead Carpenter, who has been at the Port for over two decades and shared his expertise about his experience working at the Port in many different departments. Commissioner Moore explained that there are 82 technicians, each who specialize in one of 19 different trades and disciplines, auto mechanics, electricians, plumbers and painters. They work around the tidelands day and night, 365 days a year and maintain all 34 miles of waterfront for 5 sister cities and more than 20 locations for daily trash and litter cleanup. They maintain over 275 vehicles, including all of the Harbor Police's fleet and the brand new all electric mobile harbor cranes and they also support over 150 cruise calls. They are highly skilled and experienced and help keep every aspect of the tidelands functional. Commissioner Moore also spoke about the 20 Guest Experiences technicians who maintain the 22 Port parks which include 3,903 trees. Commissioner Moore concluded her report by saying that the people who work in General Services and Guest Experiences deserve praise for all of the hard work they do to keep the Port beautiful and a place that we love working at and coming back to.

#### **H. Special Recognition**

None

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

Randa Coniglio, Acting President/Chief Executive Officer announced the return of CPR/AED/1st Aid training for Port staff. Ms. Coniglio shared that the Port's Safety Team has upgraded the AEDs throughout the Port and refreshed training with new trainer AEDs and adult and infant mannequins. The Electricians and the General Services teams were the first to go through training in July.

Ms. Coniglio shared that on July 25, 2024, the Port hosted Maggie Fried, Vice President of Corporate Development and Audre Kapacinskas, Principle, Corporate Development from S2G Ventures which is a multi-stage investment firm focused on venture and growth stage businesses across food, agriculture, oceans and energy. Jason Giffen, Vice President, Planning and Environment, Paula Sylvia, Program Director, Aquaculture and Blue Tech Team, and Renee Yarmy, Program Director, Maritime, had an opportunity to share some of the exciting work we are doing especially around decarbonization and sustainability. The Port will continue to engage with S2G Ventures and continue conversations on possible funding opportunities.

Ms. Coniglio announced that on July 30, 2024, staff from the Planning and Climate & Sustainability departments in collaboration with the California Air

Resources Board, CALSTART, TEC Equipment, and truck manufacturers, hosted a Zero Emission Truck Outreach Event at the Tenth Avenue Marine Terminal. The purpose of the event was to educate the trucking community about zero emission trucks, funding opportunities to help procure these vehicles and provide the trucking community with resources to prepare for the future of freight transportation.

Lastly, Ms. Coniglio reported that on August 7, 2024, the San Diego County Air Pollution Control District (SDAPCD) successfully installed the air monitoring sensor on the Port's restroom building at the Imperial Beach Pier Plaza. Up to six sensors overall will be deployed in and around the Tijuana River Valley, this will be so SDAPCD can detect odor-causing air pollutants coming from the Tijuana River and Tijuana River Valley and to collect air pollution data. Ms. Coniglio also stated that SDAPCD received a Tidelands Use and Occupancy Permit (TUOP) for a term of approximately 4 years for the purpose of scientific research and instrumentation deployment.

**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 N3. - File 2024-335 and Item N5. 2024-327.

Ms. Morales also announced that staff requests that the Board consider the following items be continued to a future Board meeting: Item L2 - File 2024-334 and Item N5 - File 2024-327.

**On a motion made by:** Michael Zucchet

**Seconded by:** Sid Voorakkara

Yeas (6): Sid Voorakkara, Ann Moore, Danielle Moore, Frank Urtasun, Michael Zucchet, and GilAnthony Ungab

Excused (1): Dan Malcolm

**Passed (6 to 0)**

**K. Approval of Minutes**

March 12, 2024 - Draft Closed Session Meeting Minutes

March 12, 2024 - Draft BPC Meeting Minutes

June 18, 2024 - Draft Closed Session Meeting Minutes

June 18, 2024 - Draft BPC Meeting Minutes

July 02, 2024 - Draft Closed Session Meeting Minutes

July 09, 2024 - Draft Closed Session Meeting Minutes

July 09, 2024 - Draft BPC Meeting Minutes

**On a motion made by:** Michael Zucchet

**Seconded by:** Sid Voorakkara

Yeas (5): Sid Voorakkara, Ann Moore, Danielle Moore, Frank Urtasun, and Michael Zucchet

Abstained (1): GilAnthony Ungab

Excused (1): Dan Malcolm

**Passed (5 to 0)**

**L. Consent Agenda**

Items 1, 2 and 4 - 9

**On a motion made by:** Frank Urtasun

**Seconded by:** GilAnthony Ungab

Yeas (6): Sid Voorakkara, Ann Moore, Danielle Moore, Frank Urtasun, Michael Zucchet, and GilAnthony Ungab

Excused (1): Dan Malcolm

**Passed (6 to 0)**

**1. Authorizing Captain Brian Vanderspek as a San Diego Harbor Pilot, 2024-264**

**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.**

On a motion made by Chairman Urtasun seconded by Commissioner Ungab, the Board adopted Resolution 2024-069 as part of the Consent agenda.

**2. Chula Vista Bayfront Harbor Park Single-Source Agreement for Design, 2024-334**

**Resolution Authorizing a Single Source Agreement with Petersen Studio for Design Services Related to Harbor Park Phase 1 in an Amount not to Exceed \$2,656,568.00. Funds for This Design Agreement for This Fiscal Year are Budgeted Within the FY 2024-2025 Equipment Outlay and Other Capital Program Appropriation as Authorized by the Board.**

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

This item was continued to a future Board meeting.

**3. San Diego Gas & Electric Easement at Belt Street, 2024-307**

**Ordinance (1) Finding the Board Action Exempt Under the California Environmental Quality Act (CEQA), Including Without Limitation CEQA Guidelines Sections 15301, 15302, 15303, and 15304; and (2) Granting a Nine (9) Year and Eleven (11) Month Easement to San Diego Gas & Electric for the Installation, Operation, and Maintenance of Underground and Aboveground Electrical Facilities to Service Bae Systems San Diego Ship Repair, in the City of San Diego, California**

Chairman Urtasun, due to stock ownership in SDG&E, recused himself from this item and did not participate.

On a motion made by Commissioner Zucchet seconded by Commissioner A. Moore, the Board adopted Ordinance 3133 as part of the Consent agenda.

**On a motion made by:** Michael Zucchet  
**Seconded by:** Ann Moore

Yeas (5): Sid Voorakkara, Ann Moore, Danielle Moore, Michael Zucchet, and GilAnthony Ungab

Abstained (1): Frank Urtasun

Excused (1): Dan Malcolm

**Passed (5 to 0)**

**4. Amendment No. 2 for Full-Service HVAC System Maintenance and Repair Services., 2024-309**

**Resolution Authorizing Amendment No. 2 With Countywide Mechanical Systems, Inc, for Full-Service HVAC System Maintenance and Repair Services at District Facilities from January 1, 2023, to June 30, 2026, in an Amount not to Exceed \$1,640,000. Funds for Fiscal Year 2025 Have Been Budgeted in the Amount of \$230,261. All 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.**

On a motion made by Chairman Urtasun seconded by Commissioner Ungab, the Board adopted Resolution 2024-070 as part of the Consent agenda.

**5. Purchase Order with Carahsoft Technology Corporation for DocuSign Licensing and Premier Support., 2024-291**

**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.**

On a motion made by Chairman Urtasun seconded by Commissioner Ungab, the Board adopted Resolution 2024-071 as part of the Consent agenda.

**6. Directory of Classification Specifications for Fiscal Year 2024/2025  
Resolution Amending the San Diego Unified Port District (District) Directory of Classification Specifications for Fiscal Year 2024/2025**

On a motion made by Chairman Urtasun seconded by Commissioner Ungab, the Board adopted Resolution 2024-072 as part of the Consent agenda.

**7. Amended and Restated Exclusive Negotiating Agreement with 1HWY1, LLC, 2024-328**

**Resolution Authorizing Amended and Restated Exclusive Negotiating Agreement Between the San Diego Unified Port District and 1HWY1, LLC**

The following member(s) of the public addressed the Board with agenda-related comments: Katheryn Rhodes.

On a motion made by Chairman Urtasun seconded by Commissioner Ungab, the Board adopted Resolution 2024-073 as part of the Consent agenda.

**8. Continuance of a Local Emergency – Caulerpa Prolifera, 2024-312**

**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 Chairman Urtasun seconded by Commissioner Ungab, the Board adopted Resolution 2024-074 as part of the Consent agenda.

**9. Continuance of a Local Emergency – Tijuana River Valley Pollution Crisis, 2024-317**

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

The following member(s) of the public addressed the Board with agenda-related comments: Katheryn Rhodes.

On a motion made by Chairman Urtasun seconded by Commissioner Ungab, the Board adopted Resolution 2024-075 as part of the Consent agenda.

**M. Public Hearing Agenda**

**1. Update to Unified Port District Code Article 8, Section 8.02 to add Sweetwater Park in Chula Vista, 2024-296**

**Sweetwater Park in Chula Vista: Conduct a Public Hearing and Adopt an Ordinance Amending San Diego Unified Port District Code Article 8, Section 8.02 – Park Areas Regulated, to Add Sweetwater Park in Chula Vista, as a Passive Park.**

Larry Hofreiter, Director, Parks & Recreation, joined by Damon Braden, Capital Project Manager, Engineering-Construction, Assistant Chief Jeff Geary, Harbor Police Department, and Jacqueline Godoy, Deputy General Counsel IV, Office of the General Counsel, addressed the Board with staff's report and presentation regarding Agenda Item M1 - File No. 2024-296 (A copy of the staff report, presentations and any agenda-related materials are on file with the Office of the District Clerk).

A public hearing was held.

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

Chairman Urtasun and Commissioner Ann Moore provided comments.

On a motion made by Commissioner Ann Moore seconded by Commissioner Danielle Moore, the Board adopted Ordinance 3134 as part of the Consent agenda.

**On a motion made by:** Ann Moore  
**Seconded by:** Danielle Moore

Yeas (6): Sid Voorakkara, Ann Moore, Danielle Moore, Frank Urtasun, Michael Zucchet, and GilAnthony Ungab

Excused (1): Dan Malcolm

**Passed (6 to 0)**

**N. Action Agenda**

**1. District Offices Update, 2024-298**

**Presentation and Overview of District Office Buildings, Including Harbor Police Headquarters, Port Administration Building and Maritime Offices, Discussion of Long-Term Strategies to Accommodate District Office Needs, and Direction to Staff.**

Tony Gordon, Assistant Vice President, Real Estate, joined by Christian de Manielle, Department Manager, Real Estate, Joel Valenzuela, Director, Maritime, Assistant Chief Jeff Geary, Harbor Police Department, and David Jones, Deputy General Counsel IV, Office of the General Counsel,

addressed the Board with staff's report and presentation regarding Agenda Item N1 - File No. 2024-298 (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: Katheryn Rhodes.

Commissioner Zucchet, Chairman Urtasun, Commissioner Ann Moore, Commissioner Danielle Moore, Commissioner Voorakkara, and Commissioner Ungab provided comments and asked clarifying questions. Tracy Largent, Chief Financial Officer / Treasurer, Job Nelson, Assistant Vice President, Strategy and Policy, and Assistant Chief Jeff Geary responded.

**2. Presentation on 2024 Employee Engagement Survey Results, 2024-318**

**Presentation on 2024 Employee Engagement Survey Results**

Michael Brown, Assistant Vice President, Marketing and Communications, joined by Tina Ngo Bartel, Consultant, Meaningful Analytics, Michelle Corbin, Director, People Services, Elba Gomez, Vice President, Administration, and Sara Zare, Manager, People Services, addressed the Board with staff's report and presentation regarding Agenda Item N2 - File No. 2024-318 (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 Voorakkara, Commissioner Danielle Moore, Commissioner Zucchet and Chairman Urtasun provided comments and asked clarifying questions. Tina Ngo Bartel and Elba Gomez responded.

**3. Presentation and Update on Assembly Bill 2783, and Direction to Staff., 2024-335**

Job Nelson, Assistant Vice President, Strategy and Policy, addressed the Board with staff's report and presentation regarding Agenda Item N2 - File No. 2024-335 (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: Katheryn Rhodes, and Sharon Cloward, President, San Diego Working Waterfront.

Chairman Urtasun and Commissioner Zucchet provided comments.

Commissioner Zucchet made a motion to supports staff's recommendation and remove the Port's opposition to the bill. Chairman Urtasun seconded the motion.



**On a motion made by:** Michael Zucchet  
**Seconded by:** Frank Urtasun

Yeas (6): Sid Voorakkara, Ann Moore, Danielle Moore, Frank Urtasun, Michael Zucchet, and GilAnthony Ungab

Excused (1): Dan Malcolm

**Passed (6 to 0)**

**4. Review and Consideration of Draft Proposed Board Agenda for the September 10, 2024 Meeting, 2024-321**

**On a motion made by:** Danielle Moore  
**Seconded by:** GilAnthony Ungab

Yeas (6): Sid Voorakkara, Ann Moore, Danielle Moore, Frank Urtasun, Michael Zucchet, and GilAnthony Ungab

Excused (1): Dan Malcolm

**Passed (6 to 0)**

**5. Zero Emission Truck Stop), 2024-327**

**Presentation and Project Update on the Proposed Zero Emission Truck Stop in National City Pursuant to Maritime Clean Air Strategy (MCAS) Truck Goal 2**

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

This item was continued to a future Board meeting.

**O. Officer's Report**

**MONTHLY NOTIFICATION OF CHANGE ORDERS PURSUANT TO BPC POLICY NO. 110:**

A) Change Order No. 1 to Contract No. 2024-11 with Hardware Solutions, LLC – 62 Calendar Day Time Extension thru 08-31-2024

B) Change Order No. 2 to Contract No. 2020-25 with Shimmick Construction Company, Inc – Increase Contract Amount by \$266,211.17

C) Change Order No. 3 to Contract No. 2020-25 with Shimmick Construction Company, Inc. - Increase Contract Amount by \$139,322.57

D) Change Order No. 2 to Contract No. 2023-09 with Schindler Elevator Corporation - 90 Calendar Day Time Extension thru 10-12-2024

E) Change Order No. 4 to Contract No. 2021-12 with 3-D Enterprises, Inc. - Increases Contract Amount by \$72,390.74 & 16 Calendar Day Time Extension thru 10-14-2024

F) Change Order No. 2 to Contract No. 2022-03 with The Ryan Company, Inc. dba The Ryan Company Incorporated - Increases Contract Amount by \$406,727.00 & 30 Calendar Day Time Extension thru 01-16-2025

G) Change Order No. 3 to Contract No. 2022-01R with AMG Demolition and Environmental Service, Inc. - Increases Contract Amount by \$17,842.66

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

A) Request for User Fee Waiver Form from City of San Diego, Parsons Corporation for Geotech-Potholing for Water Rehabilitation Project, for total amount \$2,350.00

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

A) Rent Review with Maritime Museum Association of San Diego for Rental Period Beginning 07-01-2024 thru 06-30-2034

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

None

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

A) Amendment No. 2 to Lease (#73289) with Hamptons Newport Beach, LLC dba Shorebird - Amends Sections Related to Annual Percentage Rent, Rent Deferral, Tenant Improvement Allowance, and Extends Termination Option thru 09-30-2029

B) Amendment No. 8 to Lease (#72126) with United States of America, General Services Administration (GSA) on Behalf of the United States Coast Guard - Increases Scope of Work Amount for Water Quality Testing by \$4,468.50

Secretary, Board of Port  
Commissioners  
San Diego Unified Port District

Clerk of the San Diego Unified Port  
District