

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

**January 14, 2025, 2:00 p.m.**  
**Don L. Nay Port Administration Boardroom**  
**3165 Pacific Hwy.**  
**San Diego, CA 92101**

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

Officers Present: Chadwick, Largent, Medina, Morales, Russell, 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 Malcolm led the pledge of allegiance.

**D. Special Order of the Day**

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

**1. Proclamation of Gratitude for Andy Yuen, United States Fish & Wildlife Service**

Commissioner A. Moore, Commissioner Malcolm, Commissioner Urtasun, and Chair Moore provided comments. Andy Yuen was invited to speak.

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

**Seconded by:** Dan Malcolm

Yeas (7): Ann Moore, Dan Malcolm, GilAnthony Ungab, Danielle Moore, Frank Urtasun, Sid Voorakkara, and Michael Zucchet

**Passed (7 to 0)**

**2. Anchors of Excellence**

Chair Moore introduced the Anchors of Excellence program and explained that the Board will dedicate time during the monthly Board of Port Commissioners meeting to celebrate and recognize impactful community members, businesses, and non-profit organizations in the region. Chair Moore then announced the first awardees, Youth Climate Advisors and the Clean Coast Collaborative, two organizations based out of Imperial Beach that are raising awareness about the ongoing Tijuana River Valley Pollution Crisis.

Commissioner Malcolm provided comments. Mayor Paloma Aguirre, Imperial Beach, was invited to speak. Josh Nungaray, Youth Climate Advisors and Luis Galvan, Clean Coast Collaborative were also invited to speak.

**E. 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.

**F. Public Communications**

The following member(s) of the public addressed the Board with non agenda-related comments: Craig Sheets

**G. Board Committee Reports**

Commissioner Zucchet announced the Audit Oversight Committee held a meeting on December 12, 2024, and shared that during the meeting the Port's external auditors, Moss Adams, presented the Port's audit results in which they gave a clean opinion. Commissioner Zucchet also reported that the committee reviewed and recommended the proposed updates to BPC Policy 630, Fraud, Waste and Abuse Prevention, as well as received status reports on the FY 2025 Audit Plan and the Fraud, Waste and Abuse Hotline. The next meeting is set for March 2025.

**H. Commissioners' Reports**

Commissioner A. Moore provided an update on the South Bay Business Roundtable held on December 12, 2024, with the City of Chula Vista, the Chula Vista Chamber of Commerce, the South County Economic Development Council, Gaylord Pacific, Sun Outdoors San Diego Bay and Pacifica Companies. Commissioner A. Moore thanked Chula Vista Mayor McCann, Councilmembers, and Chula Vista City Attorney Verdugo for participating in the public discussion to identify ways in which collaboration can be used to support small businesses.

Chair Moore announced the Port of San Diego was the title sponsor of the 45th Annual Holiday Bowl 5K Walk and Run and Balloon Parade, on December 27, 2024. Three Port Commissioners made an appearance in the parade and the festivities wrapped up with the Holiday Bowl Game between Syracuse and Washington State. Chair Moore shared that this tradition has provided a

significant economic boost for the community, generating over 900,000 room nights and \$1 billion in revenue since beginning in 1978.

**I. Special Recognition**

Christine Antoine, Senior Policy Administrator, Energy and Policy, shared that January 15 is Dr. Martin Luther King Jr.'s birthday and is recognized as a federal holiday which is observed this year on January 20, 2025. Ms. Antoine explained that Dr. King was a leader of the American Civil rights movement in the 1950s and 1960s, and is known for organizing peaceful protests, leading a campaign to end segregation and was also the youngest person to win the Nobel Peace Prize.

Ms. Antoine also recognized that January 29, 2025, is the beginning of the Lunar New Year which is celebrated in East and Southeast Asian cultures. Ms. Antoine shared that this holiday is tied to the lunar calendar and began as a time for feasting and to honor household and heavenly deities, as well as ancestors. Red and gold are lucky colors and 2025 is the Year of the Snake.

**J. President's Report**

Scott Chadwick, President/CEO, reported that the progress made on the Navy Pier Headhouse Demolition Project, which started in May 2024, consisted of hazardous materials abatement, utility relocations, and structural deconstruction of the headhouse. Mr. Chadwick announced that approximately 2500 tons of demolition debris have been removed and properly disposed of off Tidelands. The demolition project is anticipated to be completed in March 2025 and the ribbon-cutting event for Freedom Park by early 2028.

Mr. Chadwick then provided a recap of the December events supported by the Port's Parks and Recreation team which included the Makers Arcade Holiday Fair, the 54th Annual Parade of Lights, the South Bay Holiday Event at the Port Aquatic Center, and the San Diego Holiday Bowl 5K run and parade.

Lastly, Mr. Chadwick announced that Job Nelson, Vice President, Strategy and Policy, was invited to speak at the Society of American Military Engineers (SAME) on January 8, 2025. SAME's mission is to lead collaboration in support of our national security priorities through advancing strategic goals. Mr. Chadwick stated that the group was very interested in learning more about the Port's electrification efforts and exploring possible collaboration and partnership.

**K. District Clerk's Announcements**

Donna Morales, District Clerk, reported that as required by the Brown Act and directed by the Board of Port Commissioners, on the agenda is an item taking final action to amend employment agreements for the General Counsel and the Auditor for the San Diego Unified Port District (additional information can be found on the agenda prepared for that item).

Ms. Morales announced that additional agenda-related materials were received by the Board after publication of the agenda for the following items: Item F - Non-Agenda Public Comment, and Item M7. - File No. 2025-037.

Ms. Morales also reported that staff requests that the following item be continued to a future Board meeting: Item M5. - File No. 2025-012, Item M11. - File No. 2025-043, Item M12 - File No. 2025-044, and Item M13. File No. 2025-045.

**On a motion made by:** Dan Malcolm

**Seconded by:** Michael Zucchet

Yeas (7): Ann Moore, Dan Malcolm, GilAnthony Ungab, Danielle Moore, Frank Urtasun, Sid Voorakkara, and Michael Zucchet

**Passed (7 to 0)**

**L. Approval of Minutes**

- December 10, 2024 - Draft Closed Session Meeting Minutes
- December 10, 2024 - Draft BPC Meeting Minutes

Commissioner Urtasun requested the minutes be corrected in Commissioners' Reports. In the report on the 19th International Association of Cities and Ports (AIVP), the chair of the Port of Long Beach, Bonnie Lowenthal, referenced their electrification efforts reporting they have accomplished 500 trucks being electrified, the minutes inadvertently stated 800.

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

**Seconded by:** GilAnthony Ungab

Yeas (7): Ann Moore, Dan Malcolm, GilAnthony Ungab, Danielle Moore, Frank Urtasun, Sid Voorakkara, and Michael Zucchet

**Passed (7 to 0)**

**M. Consent Agenda**

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

**Seconded by:** Sid Voorakkara

Yeas (7): Ann Moore, Dan Malcolm, GilAnthony Ungab, Danielle Moore, Frank Urtasun, Sid Voorakkara, and Michael Zucchet

**Passed (7 to 0)**

**1. Resolution Accepting \$5,000,000 from San Diego County Air Pollution Control District, 2025-033**

Adopt a Resolution Accepting \$5,000,000 from the San Diego County Air Pollution Control District Clean Air for All Grant Program for the TAMT 12kV Loop Phase IV Infrastructure Project.

On a motion by Commissioner Zucchet, seconded by Commissioner Voorakkara, the Board adopted Resolution 2025-001.

**2. Resolution Amending Grant #20-080 with the California State Coastal Conservancy to Increase the Budget by \$133,500., 2025-035**

Adopt a Resolution 1) Finding the Board Action Exempt Under the California Environmental Quality Act (CEQA), Including, but Not Limited to, CEQA Guidelines Sections 15304 and 15306; 2) Amending Grant #20-080 with the California State Coastal Conservancy National Coastal Wetlands Conservation (NCWC) Program for the San Diego Bay Native Living Oyster Shoreline Project to Increase the Budget by \$133,500; and 3) Adopt an Ordinance Amending the District's FY 2025 Budget Increasing the Non-Personnel Appropriation by \$133,500 to be Funded by the California State Coastal Conservancy Grant. Additional Project Funds, if Needed, Will be Budgeted in Future Fiscal Years Subject to Board Approval

On a motion by Commissioner Zucchet, seconded by Commissioner Voorakkara, the Board adopted Resolution 2025-002 and Ordinance 3149.

**3. Resolution adding \$3,500,000 to the Grant Matching Reserve Account to Provide Match Funds for Grants Awarded in FY25, 2025-039**

Adopt a Resolution adding \$3,500,000 to the District's Grant Matching Reserve Account to provide match funds for grants awarded in FY 2025 to be funded from the year-to-date FY 2025 Surplus. Additional project funds will be budgeted in future fiscal years subject to Board approval.

On a motion by Commissioner Zucchet, seconded by Commissioner Voorakkara, the Board adopted Resolution 2025-003.

**4. Adopt a Resolution Accepting \$1,600,000 from the California Department of Fish and Wildlife (CDFW) Boating Access Grant, 2025-040**

A) Adopt a Resolution authorizing the acceptance of \$1,600,000 in Grant Funds from the California Department of Fish and Wildlife Sport Fish Restoration – Boating Access Grant Program for the Harbor Park Beach and Boat Launch Project in Chula Vista.

B) Adopt an Ordinance Increasing the District's FY 2025 Budget increasing the Other Capital Projects appropriation by \$2,133,333 to be funded from the California Department of Fish and Wildlife (CDFW)

Boating Access Grant of \$1,600,000 and from the Grant Matching Fund of \$533,333, contingent upon the approval of Agenda No. 2025-039 to add \$3,500,000 to the Grant Matching Reserve

On a motion by Commissioner Zucchet, seconded by Commissioner Voorakkara, the Board adopted Resolution 2025-004 and Ordinance 3150.

**5. Resolution Amending BPC Policy No. 630, Fraud Prevention, 2025-012**

Adopt Resolution Amending Board of Port Commissioner's Policy No. 630, Fraud Prevention Policy

This item was continued to a future Board meeting.

**6. District Asset Management Program (AMP 2.0), 2025-014**

Resolution Selecting and Authorizing an Agreement with Turner & Townsend (AMCL) for Asset Management Program (AMP 2.0) Consulting Services for a Capacity Amount not to Exceed \$3,100,919 Beginning February 2025 for a Period of 33 Months. Funds for Current Fiscal Year are Budgeted; 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 by Commissioner Zucchet, seconded by Commissioner Voorakkara, the Board adopted Resolution 2025-005.

**7. Memorandum of Understanding with Continental Maritime of San Diego Regarding Low Carbon Fuel Standards Credits, 2025-037**

Resolution Authorizing a Memorandum of Understanding With Continental Maritime of San Diego (CMSD), Regarding Low Carbon Fuel Standard Credits Generated from Equipment Located at CMSD for Usage Covering the Period from January 1, 2025 Through December 31, 2030.

On a motion by Commissioner Zucchet, seconded by Commissioner Voorakkara, the Board adopted Resolution 2025-006.

**8. Employment Agreement Amendments for the General Counsel and Port Auditor, 2025-042**

Adopt a Resolution approving Amendments to the Employment Agreements for the General Counsel and Port Auditor

On a motion by Commissioner Zucchet, seconded by Commissioner Voorakkara, the Board adopted Resolution 2025-007.

**9. Continuance of a Local Emergency - Caulerpa Prolifera, 2025-015**

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

On a motion by Commissioner Zucchet, seconded by Commissioner Voorakkara, the Board adopted Resolution 2025-008.

**10. Continuance of a Local Emergency – Tijuana River Valley Pollution Crisis, 2025-016**

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

On a motion by Commissioner Zucchet, seconded by Commissioner Voorakkara, the Board adopted Resolution 2025-009.

**11. Agreement with Mark43, Inc. for the Purchase and Implementation of Computer-Aided Dispatch and Police Mobile Software, 2025-043**

Resolution Authorizing Single Source Agreement with Mark43, Inc., Not-to-Exceed \$1,079,055, for Computer-Aided Dispatch and Police Mobile Software as a Service, Solution Implementation and Subscription. FY2025 Expenditures 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.

This item was continued to a future Board meeting.

**12. Resolution Amending the San Diego Unified Port District (District) Directory of Classification Specifications for Fiscal Year 2024/2025, 2025-044**

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

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.

**13. Resolution Accepting \$6,600,000 from the California Coastal Conservancy Grant Program, 2025-045**

A) Adopt A Resolution Accepting \$6,600,000 in Grant Funds from the California Coastal Conservancy for the Harbor Park Beach and Boat Launch Project in Chula Vista

B) Adopt an Ordinance Increasing the District's FY25 Other Capital Program, Harbor Park Account Budget by \$6,600,000

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.

**N. Action Agenda**

**1. Resolution Accepting and Filing the External Auditor's Report on the Audit of the District's Financial Statements and Single Audit for the Year Ending June 30, 2024, 2025-013**

Resolution Accepting and Filing the External Auditor's Report on the Audit of the District's Financial Statements and Single Audit for the Year Ending June 30, 2024

Mark Yeilding, Port Auditor, joined by Tracy Largent, Chief Financial Officer/Treasurer, Matt Dinsdale, Senior Manager, Moss Adams and Nick Scott, Manager, Moss Adams, addressed the Board with staff's report and presentation regarding Agenda Item N1. - File No. 2025-013 (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 Zucchet, and Chair Moore provided comments and asked clarifying questions. Mark Yeilding and Matt Dinsdale responded.

On a motion by Commissioner Zucchet, seconded by Commissioner Voorakkara, the Board adopted Resolution 2025-010.

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

**Seconded by:** Sid Voorakkara

Yeas (7): Ann Moore, Dan Malcolm, GilAnthony Ungab, Danielle Moore, Frank Urtasun, Sid Voorakkara, and Michael Zucchet

**Passed (7 to 0)**

**2. Ordinance Amending the District's FY2025 Budget to Reflect the US EPA Clean Ports Program \$58,600,279 Grant Award and Allocate \$12,009,232 in Non-Federal Match Funds, 2025-041**

Adopt an ordinance amending the District's FY2025 Budget by \$58,600,279 and Allocating \$12,009,232 in Non-federal Match Comprised of \$2,886,329 from the Grants Matching Reserve, \$1,000,000 for Economic Recovery Program Funds, \$5,000,000 from the FY2025 San Diego Air Pollution Control District Clean Air for All Grant Program, and \$3,122,903 from the FY2025 District Major Maintenance TAMT Electrical



Upgrades Phase 4 Project, Increasing the Other Capital Projects Budget by \$70,609,511

Aimee Heim, Director, Government and Civic Relations, joined by Job Nelson, Vice President, Strategy and Policy, Renee Yarmy, Program Director, Maritime, and John Carter, Senior Deputy General Counsel, Office of the General Counsel, addressed the Board with staff's report and presentation regarding Agenda Item N2. - File No. 2025-041 (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 Urtasun, and Chair Moore provided comments and asked clarifying questions. Job Nelson responded.

On a motion by Commissioner Urtasun, seconded by Commissioner Zucchet, the Board adopted Ordinance 3151.

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

Yeas (7): Ann Moore, Dan Malcolm, GilAnthony Ungab, Danielle Moore, Frank Urtasun, Sid Voorakkara, and Michael Zucchet

**Passed (7 to 0)**

**3. Presentation on the Economic Impact of the San Diego Unified Port District From 2021 to 2023, 2025-018**

Informational Presentation on the Economic Impact of the San Diego Unified Port District from 2021 to 2023

Job Nelson, Vice President, Strategy and Policy, joined by Aimee Heim, Director, Government and Civic Relations, and Thomas MacLean, Program Director, Energy and Policy, addressed the Board with staff's report and presentation regarding Agenda Item N3. - File No. 2025-018 (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 provided comments.

**4. 2024 Port of San Diego Annual Report, 2025-052**

Informational Presentation on the 2024 Port of San Diego Annual Report—Highlights and Successes for Calendar Year 2024 Focused on Workforce, Environment, Operations, Community and Financial Performance.

Scott Chadwick, President/CEO, introduced the 2024 Annual Report.

Elba Gomez, Vice President, Administration/CAO, joined by Lesley Nishihira, Assistant Vice President, Planning, and Jacqueline Godoy, Deputy General Counsel IV, Office of the General Counsel, addressed the Board with staff's report and presentation regarding Agenda Item N4. - File No. 2025-052 (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 Chair Moore provided comments.

**5. 2025-2026 Port of San Diego Legislative Priorities, 2025-019**

Adopt a Resolution Accepting the Port of San Diego Legislative Priorities for 2025-2026 Legislative Session and Direction to Staff

Aimee Heim, Director, Government and Civic Relations, joined by Job Nelson, Vice President, Strategy and Policy, Maggie Weber, Legislative Policy Administrator, Government and Civic Relations, and Rebecca Harrington, Assistant General Counsel, Office of the General Counsel, addressed the Board with staff's report and presentation regarding Agenda Item N5. - File No. 2025-019 (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 A. Moore, and Commissioner Malcolm provided comments and asked clarifying questions. Job Nelson responded.

On a motion by Commissioner Malcolm, seconded by Commissioner A. Moore, the Board adopted Resolution 2025-011.

**On a motion made by:** Dan Malcolm

**Seconded by:** Ann Moore

Yeas (7): Ann Moore, Dan Malcolm, GilAnthony Ungab, Danielle Moore, Frank Urtasun, Sid Voorakkara, and Michael Zucchet

**Passed (7 to 0)**

**6. Review and Consideration of Draft Proposed Board Agenda for the February 11, 2025 Meeting, 2025-020**

**On a motion made by:** Dan Malcolm

**Seconded by:** Ann Moore

Yeas (7): Ann Moore, Dan Malcolm, GilAnthony Ungab, Danielle Moore, Frank Urtasun, Sid Voorakkara, and Michael Zucchet

**Passed (7 to 0)**

**O. Officer's Report**

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

A) Change Order No. 6 to Contract 2021-12 with 3-D Enterprises Inc. - Increases Contract Amount by \$182,720.81 & 80 Calendar Day Time Extension thru 01-23-2025

B) Change Order No. 2 to Contract No. 2022-24 with Granite Construction Company - Increases Contract Amount by \$136,609.54, & 120 Calendar Day Time Extension thru 02-21-2025

**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 San Diego Symphony Orchestra Association for Implementation of Security Measures at Rady Shell, for total amount \$1,100.00

**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

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Secretary, Board of Port  
Commissioners

San Diego Unified Port District

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Clerk of the San Diego Unified Port  
District

