

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

**February 11, 2025, 1:00 p.m.  
Don L. Nay Port Administration Boardroom  
3165 Pacific Hwy.  
San Diego, CA 92101**

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

Commissioners Excused: GilAnthony Ungab

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**

Commissioner Ann Moore requested to participate remotely under emergency circumstances for reasons authorized by law under the Brown Act.

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

**Seconded by:** Frank Urtasun

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

Excused (1): GilAnthony Ungab

**Passed (5 to 0)**

**C. Pledge of Allegiance**

Commissioner Urtasun led the pledge of allegiance.

**D. Special Order of the Day**

Chair Danielle Moore introduced the Anchors of Excellence Awards which celebrates individuals and organizations that drive meaningful progress through leadership, innovation, and commitment to community impact. Chair Moore announced the Harvey Family Foundation as the February awardee for their

resilience and dedication during the devastating 2024 floods. Armond Harvey and Clarisa Moren were in attendance. Mr. Harvey was 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: Jill Pfeiffer

**G. Board Committee Reports**

None.

**H. Commissioners' Reports**

Commissioner Ann Moore provided an update on the construction of the Gaylord Pacific Hotel and Convention Center in Chula Vista. Commissioner Moore stated that the project remains on budget and on schedule and will have a soft opening in May. Commissioner Moore also reported that job fairs, for those interested in joining the Gaylord Pacific team, will be held on various dates in March at the Southwestern College Learning Resource Center and Library. Commissioner Moore then invited Kip Howard, Allegis Development Services, Inc., to speak on the project. Chair Danielle Moore also commented that she attended the Topping Out Ceremony and appreciates the emphasis on the workers and the importance of valuing the people who have labored on this project and invested so much time. Commissioner Voorakkara congratulated all parties involved and emphasized that big projects can get done with dedicated humans driving the work itself.

Commissioner Sid Voorakkara shared that he attended the 2025 Association of Pacific Ports Winter Conference in January which was held in Hawaii. Commissioner Voorakkara was joined by fellow Commissioner GilAnthony Ungab, Scott Chadwick, President/CEO, Tracy Largent, Treasurer/CFO, and Sophie Silvestri, Director of Commercial and External Affairs for PASHA. Ms. Silvestri provided a tour of the PASHA terminal construction facility that is nearing completion at the Honolulu Harbor and Mr. Chadwick and Ms. Largent presented the Port's work on electrification and emissions reduction technology efforts.

Chair Danielle Moore provided a report on the Small Business Inclusion Summit that was held on January 24, 2025. Chair Moore explained the Port was able to engage with local community organizations and public agencies to take collective action to breaking down barriers faced by small businesses when contracting with public agencies. Chair Moore shared that the keynote speaker was Dr. Tara Lynn Grey, who provided incites from her roll and perspective as the Director of the California Office of Small Business Advocate.

Chair Danielle Moore then announced that she, Scott Chadwick, President/CEO, and Job Nelson, Vice President of Strategy and Policy, were part of a delegation of local, national, state, and business leaders organized by the San Diego Regional Chamber of Commerce, that went to Sacramento where they were able to discuss major policy priorities with State Officials, particularly issues related to the thriving working waterfront and the Port's ongoing environmental initiatives. The group met with State Senator Dr. Akilah Weber Pierson, Dr. Steven Cliff, Executive Director of the California Air Resources Board, and Toks Omashakin, Secretary, California Transportation Agency.

#### **I. Special Recognition**

Edmond Perkins, External Community Relations Partner, Government and Civic Relations, shared that in the month of February, Black History Month is recognized and celebrated, honoring the profound contributions by African Americans to history, culture and society. Mr. Perkins explained Black History Month began as 'Negro History Week' in 1926 founded by Historian Carter G. Woodson and the Association for the Study of Negro Life and History and in 1976 it expanded to a month-long celebration. The celebration not only honors the past but also commits to fostering a more inclusive and equitable future for all.

Mr. Perkins then recognized President's Day on February 17, 2025. President's Day was known as "Washington's Birthday" is a celebration of the nation's first president, George Washington, born on February 11, 1731. Mr. Perkins explained in 1968 congress decided to permanently move the recognized date of several federal holidays by creating the Uniform Monday Holiday Act. Congress designated the 3<sup>rd</sup> Monday in February as Washington's Birthday and the change officially began in 1971. The unofficial name "President's Day" came later to honor Abraham Lincoln, whose birthday was on February 12, however, neither Congress nor the president have ever decreed that the name of the holiday observed as Washington's Birthday be changed to "President's Day".

#### **J. President's Report**

Scott Chadwick, President/CEO, shared that Spanish Landing Park has had a major upgrade to the landscaping. Guest Experiences, Engineering and Costa Azul Contracting Group, have been working together to install new trees, new water-wise plants and boulders along with the smart Calsense irrigation system.

Mr. Chadwick reported Port staff hosted a Norwegian delegation of innovative maritime technology providers organized by Innovation Norway on February 4, 2025. The delegation was given a tour of the Crowley E-tug and the Port's electrification efforts at Tenth Avenue Marine Terminal, in addition to presentations and networking at the Port Administration Building.

Lastly, Mr. Chadwick announced that Chair Danielle Moore has been selected as the 2025 Black History Month Honoree for the 78<sup>th</sup> Assembly District represented by Assembly Member Chris Ward.

**K. 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 item: Item M1. - File 2024-406.

**L. Approval of Minutes**

- January 14, 2025 - Draft Closed Session Meeting Minutes
- January 14, 2025 - Draft BPC Meeting Minutes

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

**Seconded by:** Dan Malcolm

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

Excused (1): GilAnthony Ungab

**Passed (6 to 0)**

**M. Consent Agenda**

Chair Danielle Moore provided comments on Item 4 - File No. 2025-058, BPC Policy No. 630, FWA Prevention Policy, Item 5 - File No. 2024-362, Conflict of Interest Code of the San Diego Unified Port District and Item 7 - File 2025-080, Easement to Pasha Automotive Services for Solar Improvements at the National City Marine Terminal Warehouse 24-B.

**On a motion made by:** Sid Voorakkara

**Seconded by:** Frank Urtasun

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

Excused (1): GilAnthony Ungab

**Passed (6 to 0)**

**1. Five-year agreement with Mark43, Inc. for the Purchase and Implementation of Computer-Aided Dispatch and Police Mobile Software., 2024-406**

**Resolution Authorizing Single Source, Five-year 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.**

On a motion by Commissioner Voorakkara, seconded by Commissioner Urtasun, the Board adopted Resolution 2025-012.

- 2. Directory of Classification Specifications for Fiscal Year 2024/2025, 2025-036**

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

On a motion by Commissioner Voorakkara, seconded by Commissioner Urtasun, the Board adopted Resolution 2025-013.
- 3. 50-year Storm Drain Easement to the City of Coronado, 2025-050**

**Ordinance (1) Finding the Board Action Exempt Under the California Environmental Quality Act (CEQA), Including Without Limitation CEQA Guidelines Section 15301; and (2) Granting a 50-year Easement to the City of Coronado for the Ownership and Operation of a Storm Drain Located at First Street in the City of Coronado**

On a motion by Commissioner Voorakkara, seconded by Commissioner Urtasun, the Board adopted Ordinance 3152.
- 4. Resolution Amending BPC Policy No. 630, FWA Prevention Policy, 2025-058**

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

On a motion by Commissioner Voorakkara, seconded by Commissioner Urtasun, the Board adopted Resolution 2025-014.
- 5. Conflict of Interest Code Amendment, 2024-362**

**Ordinance Amending the Conflict of Interest Code of the San Diego Unified Port District**

On a motion by Commissioner Voorakkara, seconded by Commissioner Urtasun, the Board adopted Ordinance 3153.
- 6. Resolution Authorizing General Counsel to Execute Amendments to Legal Services Agreement With Sidley Austin by Up to \$900,000 From \$450,000 to \$1,350,000, 2025-079**

Resolution Authorizing the General Counsel to Execute Amendments to Legal Services Agreement With Sidley Austin by Up to \$900,000 From \$450,000 to \$1,350,000; FY 2025 Expenditures Are Budgeted, 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 by Commissioner Voorakkara, seconded by Commissioner Urtasun, the Board adopted Resolution 2025-015.
- 7. Easement to Pasha Automotive Services for Solar Improvements at the National City Marine Terminal Warehouse 24-B, 2025-080**

**Ordinance (1) Granting an Easement In Substantial Form to Pasha Automotive Services for Installation and Operation of Solar Improvements at the National City Marine Terminal Warehouse 24-B in National City; and (2) Consenting to the Sub-Easement from Pasha Automotive Services to Catalyze National City Terminal Avenue Microgrid, LLC in Substantial Form for the Installation and Operation of Solar Improvements at the National City Marine Terminal Warehouse 24-B in National City**

On a motion by Commissioner Voorakkara, seconded by Commissioner Urtasun, the Board adopted Ordinance 3154.

**N. Action Agenda**

**1. Update on the Airport Transit Connection, 2025-051**

**Informational Update on the Airport Transit Connection by San Diego Association of Governments Staff**

Lesley Nishihira, Assistant Vice President, Planning, joined by Antoinette Meier, Director of Regional Planning, San Diego Association of Governments (SANDAG), Marisa Mangan, Senior Regional Planner, SANDAG, and Job Nelson, Vice President, Strategy and Policy, addressed the Board with staff's report and presentation regarding Agenda Item N1. - File No. 2025-051 (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, Commissioner Zucchet, Commissioner Voorakkara and Chair Moore provided comments and asked clarifying questions. Marisa Mangan responded.

**2. Adopt a Policy on Low Carbon Fuel Standard Program., 2025-057**

**A. INFORMATIONAL UPDATE ON SAN DIEGO UNIFIED PORT DISTRICT'S LOW CARBON FUEL STANDARD PROGRAM B. RESOLUTION ADOPTING BOARD OF PORT COMMISSIONERS POLICY NO. 784, LOW CARBON FUEL STANDARD PROGRAM**

Job Nelson, Vice President, Strategy and Policy, joined by Thomas Maclean, Program Director, Energy and Policy, Adam Deaton, Manager, Maritime Operations, and Mark Yeilding, Port Auditor, addressed the Board with staff's report and presentation regarding Agenda Item N2. - File No. 2025-057 (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, Commissioner Malcolm, Chair Moore and Commissioner A. Moore provided comments and asked clarifying questions. Thomas Maclean and Job Nelson responded.

On a motion by Commissioner Malcolm, seconded by Commissioner Zucchet, the Board adopted Resolution 2025-016.

**On a motion made by:** Dan Malcolm  
**Seconded by:** Michael Zucchet

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

Excused (1): GilAnthony Ungab

**Passed (6 to 0)**

**3. Mid-Year Financial Presentation, 2025-062**

**Presentation on the Remaining Unrestricted Fund Balance of \$5.5 Million and FY 2025 Projected Year- Financial Results.**

Tracy Largent, Chief Financial Officer/Treasurer, joined by Mike Arons, Director, Financial Services, and Merv Nocum, Department Manager, Financial Services, addressed the Board with staff's report and presentation regarding Agenda Item N3. - File No. 2025-062 (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 and Commissioner Urtasun provided comments and asked clarifying questions. Tracy Largent and Tony Gordon, Vice President, Real Estate, responded.

**4. Review and Consideration of Draft Proposed Board Agenda for the March 11, 2025 Meeting, 2025-022**

**On a motion made by:** Dan Malcolm  
**Seconded by:** Sid Voorakkara

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

Excused (1): GilAnthony Ungab

**Passed (6 to 0)**

**O. Officer's Report**

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

A) Change Order No. 1 to Contract No. 2020-16 with California Constructors - 60 Calendar Day Time Extension thru 02-12-2025

B) Change Order No. 04 to Contract No. 2022-03 with The Ryan Company, Inc. - Increases Contract Amount by \$78,339.64 & 70 Calendar Day Time Extension thru 03-28-2025

**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 Community Power for San Diego Community Power Meetings in Don L. Nay Port Administration Boardroom, for total amount \$1,000.00

**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