

DATE: APRIL 27, 2021

FROM: COMMUNITY RELATIONS

SUBJECT: RESOLUTION NO. _____ - AUTHORIZATION OF EXPENDITURE FOR ANNUAL CAPA MEMBERSHIP DUES 2020-2021

SUMMARY:

Staff requests that the Board of Harbor Commissioners (Board) authorize the expenditure for the Harbor Department's membership in the California Association of Port Authorities (CAPA). The dues amount is determined annually at the CAPA Budget Committee meeting in October for the coming year and is based on each of the eleven California state port's percentage of total tonnage. Annual dues are beyond the \$150,000 threshold which can be authorized by the Executive Director and Board action is required. Staff requests that the Board approve authorization of payment on CAPA dues not to exceed \$209,100.56 for the period of October 2020-October 2021. The Harbor Department is financially responsible for payment of membership dues incurred under the proposed authorization.

RECOMMENDATION:

It is recommended that the Board of Harbor Commissioners:

1. Find that the Director of Environmental Management has determined that the proposed action is administratively exempt from the requirements of the California Environmental Quality Act (CEQA) under Article II Section 2(f) of the Los Angeles City CEQA Guidelines;
2. Approve the authorization of expenditures for \$209,100.56 covering October 2020-October 2021;
3. Authorize the Executive Director to execute and the Board Secretary to attest to the authorization for and on behalf of the Board; and
4. Adopt Resolution No. _____.

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DISCUSSION:

Background/Context – The Harbor Department is a member of the California Association of Port Authorities. CAPA is comprised of the 11 major deep-water ports across the state. The organization’s mission is promoting the interests of California’s ports, maintaining the state’s leading role in U.S.-global seaborne trade, and advocating to advance the public policy objectives of the CAPA ports at all levels of government. The Harbor Department has worked closely with CAPA on a variety of legislative outreach, including the annual Ports Day activities in Sacramento. Harbor Executive Director Gene Seroka is currently the president of the organization and his term ends in October 2021. The other member ports are: Humboldt Bay; Hueneme; Long Beach; Oakland; Redwood City; Richmond; San Diego; San Francisco, Stockton; and West Sacramento.

Each October, the CAPA Budget Committee meets to review the coming year’s operation budget and to assess percentages of the overall budget in the form of membership dues on each port. Dues are assessed based on the overall tonnage moving through the state the year prior and are calculated based on the percentage of the overall tonnage moving through each member port. Total membership dues are broken into four quarterly payments with the CAPA fiscal year running September 1 – August 31.

Because the annual amount exceeds the \$150,000 amount which may be authorized by the executive director, Board authorization is being sought to cover membership dues of \$209,100.56 for the period of October 2020 – October 2021.

ENVIRONMENTAL ASSESSMENT:

The proposed action is approval of an expenditure authorization for annual CAPA membership dues, which is an administrative activity. Therefore, the Director of Environmental Management has determined that the proposed action is administratively exempt from the requirements of CEQA in accordance with Article II Section 2(f) of the Los Angeles City CEQA Guidelines.

FINANCIAL IMPACT:

Approval authorizes payment for CAPA membership dues at an amount of \$209,100.56 for the period of October 2020 – October 2021. Funds in the amount of \$209,100.56 are available in the FY 2020-21 budget in Account 59210 (Memberships), 0220 (Community Relations), Program 000.

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The Harbor Department's financial commitments for the proposed authorization beyond the current fiscal year are contingent upon approval of funds by the Board as part of the annual budget adoption process. If future fiscal year funds are not appropriated by the Board for the membership in any subsequent fiscal year as by the authorization, the membership shall be terminated.

CITY ATTORNEY:

The Office of the City Attorney has reviewed and approved the proposed authorization as to form and legality.

TRANSMITTALS:

1. Calculation of CAPA Dues Assessment - 2020-21

FIS Approval: MB
CA Approval: JS



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APPROVED:

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