

DATE: JANUARY 19, 2022

FROM: COMMUNITY RELATIONS

**SUBJECT: RESOLUTION NO. _____ - AUTHORIZATION OF
EXPENDITURE FOR ANNUAL CAPA MEMBERSHIP DUES 2021-2022**

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, therefore authorization by the Executive Director and Board action is required. Staff requests that the Board approve authorization of payment on CAPA dues not to exceed \$187,548.56 for the period of October 2021-October 2022. 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 \$187,548.56 covering October 2021-October 2022;
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. 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. The Port of Los Angeles dues for 2021-22 are \$187,548.56 which is down 11.5% (\$209,100.56) from the year prior. Fees are calculated on percent of total tonnage between the 11 ports. The Port of Los Angeles’ total percent of tonnage dropped from 52.7% in 2020-21 to 51.56% for 2021-22 calculations (see Transmittal 1). Total membership dues are broken into four quarterly payments with the CAPA fiscal year running September 1 – August 31.

Since the annual amount exceeds the \$150,000 threshold, Board authorization is being sought to cover membership dues of \$187,548.56 for the period of October 2021 – October 2022.

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 in the amount of \$187,548.56 for the period of October 2021 – October 2022. Funds in the amount of \$187,548.56 are available in the FY 2021-22 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 this board report and there are no legal issues at this time.

TRANSMITTALS:

1. Calculation of CAPA Dues Assessment - 2021-22

FIS Approval: MB
CA Approval:



THERESA ADAMS LOPEZ
Director of Community Relations



ARLEY BAKER
Sr. Director of Communications



DAVID LIBATIQUE
Deputy Executive Director, Stakeholder Engagement

APPROVED:

Marla Bleavins For

EUGENE D. SEROKA
Executive Director

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