



**THE PORT
OF LOS ANGELES**

Executive Director's
Report to the
Board of Harbor Commissioners

DATE: AUGUST 12, 2025
FROM: COMMUNITY RELATIONS
**SUBJECT: RESOLUTION NO. _____ - AUTHORIZATION OF
EXPENDITURE FOR ANNUAL CAPA MEMBERSHIP DUES FISCAL
YEAR 2025-2026**

SUMMARY:

Staff requests that the Board of Harbor Commissioners (Board) authorize the dues expenditure for the City of Los Angeles Harbor Department's (Harbor Department) membership in the California Association of Port Authorities (CAPA). The dues amount is determined annually at the CAPA Budget Committee meeting in July for the coming year and is based on each of the 11 California state port's percentage of total tonnage. The Fiscal Year (FY) 2025-2026 annual dues for the Harbor Department exceeds the \$150,000 expenditure authority held by the Executive Director; therefore, Board approval is required. Staff requests that the Board approve authorization of payment for the CAPA dues in the amount of \$201,221.60 for the period of July 2025 - June 2026. The Harbor Department is financially responsible for payment of the CAPA membership dues.

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 in the amount of \$201,221.60 for CAPA dues for the July 2025 – June 2026 period; and
3. Adopt Resolution No. _____.

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 the state and federal levels of government. The Harbor Department has worked closely with CAPA on a variety of legislative matters, including the annual Ports Day activities in Sacramento. The other member ports of CAPA are Hueneme, Humboldt, Long Beach, Oakland, Redwood City, Richmond, San Diego, San Francisco, Stockton, and West Sacramento.

Each July, the CAPA Budget Committee meets to review the coming year’s operating budget and to assess percentages of the overall budget in the form of membership dues on each port. A 3% increase in dues was voted on and approved at the Annual Meeting. Additionally, 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 FY 2025-2026 are \$201,221.60 which is up 5.41% relative to the \$190,902.76 in dues paid the year prior. The Port of Los Angeles’ total percentage of tonnage increased from 52.16% in 2024-2025 to 53.89% for 2025-2026 calculations (Transmittal 1). Total membership dues are broken into four quarterly payments of \$50,305.40, with the CAPA fiscal year running from July 1 – June 30.

Since the annual amount exceeds the Executive Director’s expenditure approval authority of \$150,000, Board approval is required to authorize payment of \$201,221.60 in CAPA membership dues for the period of July 2025 – June 2026.

ENVIRONMENTAL ASSESSMENT:

The proposed action is the approval for the authorization of the expenditure of funds for the Harbor Department’s CAPA membership, 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 of the proposed authorization will enable the Harbor Department to pay aggregate CAPA dues in the amount of \$201,221.60 for the period of July 1, 2025 – June 30, 2026. The payment of these dues will occur on a quarterly basis with spending anticipated to occur as follows:

Quarterly Payment Schedule			
July – September	October – December	January – March	April – June
\$50,305.40	\$50,305.40	\$50,305.40	\$50,305.40

FY 2025-2026 funds in the amount of \$201,221.60 are available within Account 584000 (Memberships), Division 20200 (Community Relations), Project 60000003.

CITY ATTORNEY:

The Office of the City Attorney has reviewed this board report, and the proposed action raises no legal issues at this time.

TRANSMITTALS:

1. Calculation of CAPA Dues Assessment - 2025-2026

FIS APPROVAL: 95
CA APPROVAL: 50



CECILIA MORENO
Community Relations Director



DAVID LIBATIQUE
Deputy Executive Director of
Stakeholder Engagement

APPROVED:

Erica M. Calhoun for

EUGENE D. SEROKA
Executive Director

Author: J. Bautista