

## MEMORANDUM

NOV 08 2016

#23,24,25

**Date:** November 3, 2016

**To:** Board of Port Commissioners

**From:** Randa Coniglio, President/CEO  
rconiglio@portofsandiego.org

**Subject:** Items Staff Recommends to Continue from the November 8, 2016 Board Meeting

---

The purpose of this memo is to inform the Board regarding key agenda items that staff requests to continue from the November 8, 2016 Board meeting.

**Update on Sustainable Leasing Program**

Staff requests that the above-referenced agenda item be continued to a future meeting. Additional time is needed by staff to develop a Sustainable Leasing Program that advances achievement of greenhouse gas (GHG) reduction goals and associated Climate Action Plan implementation measures by establishing requirements for new and amended leases, and new development within the District tidelands. Previously staff was coordinating on the development of a singular Sustainable Leasing Policy, however we are now recommending a more comprehensive and programmatic approach to sustainable leasing. This programmatic approach would include the following components:

- amendment of several Real Estate Policies (BPC 355 and 357 and their Administrative Practices) to address tenant leasing and project consideration requirements;
- programmatic approaches to address and ensure tenant compliance with established District programs;
- development of more robust programs to address impacts to communities adjacent to the District tidelands such as the Truck Route Compliance Program; and
- consideration of programs to address mobile source emissions (equipment, vehicles, and vessels operating within District tidelands) in addition to stationary source emissions (emitted by buildings and facilities operating on District tidelands).

These programmatic recommendations require broader coordination between the Planning & Green Port, Real Estate Development, and Maritime departments. This comprehensive approach requires extensive coordination with both internal and external stakeholders to ensure that program recommendations are considerate of impacts to departments beyond what was originally anticipated. Elements of the Sustainable Leasing Program will be brought forward over the course of the fiscal year, as the Board considers proposed amendments to BPC 355, BPC 357, and other programs recommended to address community concerns.

**Subject:** Items Staff Recommends to Continue from the November 8, 2016 Board Meeting

If you have questions regarding continuation of this item, please contact Renée Yarmy at [ryarmy@portofsandiego.org](mailto:ryarmy@portofsandiego.org) or 619-686-8162 and Jason Giffen at [jgiffen@portofsandiego.org](mailto:jgiffen@portofsandiego.org) or 619-686-6473.

### **Informational Presentation on Development Services**

The above-reference agenda item no longer requires Board action. In response to comments at the December 2015 Board retreat, President/CEO Coniglio directed the Real Estate Development Department to prepare an informational update for the Board regarding the District's project review process. The update was intended to cover the project review process from pre-submittal through staff review, permitting, and compliance. Additionally, over the last several months, staff has identified several potential process improvements which would have been covered in the presentation. In lieu of a presentation, staff will instead prepare a Board memo in the coming weeks with the same information. The Board memo will lay the foundation for future discussions in 2017 about process improvements which may require Board approval, including potential revisions to the Port Code and to Board Policy 357 – Approval of Tenant Project Plans.

If you have questions regarding this item, please contact Wileen Manaois at [wmanaois@portofsandiego.org](mailto:wmanaois@portofsandiego.org) or (619) 686-6282 or Shahriar Afshar at [safshar@portofsandiego.org](mailto:safshar@portofsandiego.org) or (619) 686-6288.

### **Presentation on New Information Technology Transformation Strategy**

The above-referenced agenda item no longer requires Board action. The Port recently recruited a CTO to lead the IT transformation and there are sufficient funds in the approved Fiscal Year 2017 budget to fund the start of the transformation this year; therefore, Staff withdraws the request for additional funds from the Fiscal Year 2016 unrestricted resources.

If you have questions regarding this item, please contact Bob DeAngelis at [rdeangelis@portofsandiego.org](mailto:rdeangelis@portofsandiego.org) or (619) 400-4725.