



## Board of Harbor Commissioners of the Crescent City Harbor District

Wes White, President

Scott R. J. Feller, Secretary

Patrick A. Bailey, Commissioner

Ronald A. Phillips, Commissioner

James Ramsey, Commissioner

### MINUTES

#### Board of Harbor Commissioners of the Crescent City Harbor District Regular Meeting, Tuesday, December 1, 2015, 6:30 P.M.

##### COMMISSIONERS PRESENT:

Wes White, President  
Scott Feller, Secretary  
Ron Phillips  
James Ramsey  
Patrick Bailey

##### COMMISSIONERS ABSENT:

##### OTHERS PRESENT:

Charlie Helms, CEO/Harbormaster  
Nicole Burshem, PS Business  
Bob Black, Black & Rice Attorney at Law  
Eric Taylor, City

**5:45 p.m. The Board of Harbor Commissioners will meet in open session to discuss the following agenda items.**

The meeting began at 5:45 by President White. Recessed in closed session at 5:46 p.m.

**Public Comment prior to closed session.**

**Closed Session. The Board of Harbor Commissioners will now meet in closed session to discuss the following item:**

**(1) PURSUANT TO GOVERNMENT CODE SECTION 54956.9 (d) (4)  
Anticipated Litigation: Crescent City Harbor District**

##### REPORT OUT OF CLOSED SESSION

There was nothing to report from the closed session.

**6:30 p.m. The Board of Harbor Commissioners will meet in open session to discuss the following agenda items**

President White called the meeting to order at 6:30 p.m.

**Pledge of Allegiance**

The Pledge of Allegiance was held by Commissioner Feller.

**Public Comment**

The following person(s) commented on the following: None

1. **Consent Agenda**  
**Requests to remove items from the Consent Agenda may be heard at this time**
  - A) **Approval of the warrant list since the November 3, 2015 Harbor Commission Meeting**
  - B) **Approval of the minutes of the November 3, 2015 Harbor Commission Meeting**

President White asked in regards to SWRCD permits and testing for dredging. Mr. Helms commented that is what the Harbor paid to the Regional Quality Control Board for the dredging permit. President White asked in regards to Lillian Diehl Vendor for meetings. Mr. Helms commented she is a part time security person and had to use her personal vehicle for patrols and the same for Justin Hanks. Commissioner Feller asked in regards to Stover Engineering Electrical problems inner boat basin. Mr. Helms commented John was involved in some of this and tracking all the billing. Commissioner Feller asked in regards to Englund Marine sight shop water electrical. Mr. Helms commented we are not paying for anything. Commissioner Feller asked in regards to DNLTC. Mr. Helms commented it was for the construction management bill for Starfish Way Trail Extension. Commissioner Feller asked in regards replacing uniforms. Mr. Helms commented it was for some of the uniforms that needed to be replaced for the employees.

ON A MOTION BY COMMISSIONER FELLER, SECONDED BY COMMISSIONER PHILLIPS, AND UNANIMOUSLY CARRIED BY A POLLED VOTE THE THE CRESCENT CITY HARBOR DISTRICT BOARD OF COMMISSIONERS APPROVED AND ADOPTED CONSENT AGENDA ITEMS 1 A.-B, AS PRESENTED.

2. **Discussion and consideration on appropriate actions following a presentation on updating the Hazard Mitigation Plan for Del Norte County and the Crescent City Harbor District.** Take action as necessary and appropriate

Discussion was held in regards to updating the Hazard Mitigation Plan for Del Norte County and Crescent City Harbor District. Mr. Taylor commented it came about in the year 2000 with the Disaster Mitigation Act. There are two points of aspects, which are Local, Hazard Mitigation planning and Legislation, who tied this to any grants or any assistant to make possible to receive funding. Mr. Taylor commented there are two volumes to the Hazard Mitigation Plan. There is Volume One, which is designated for countywide facility and hazards and Volume Two, which is designated for the seven planning partners. Mr. Taylor commented this Plan needs to be updated every five years and is to be updated again in February. Mr. Taylor commented that this plan is good because they are tied in with grant funding and when there is a disaster declared you can submit a project with CalEMA and an invitation is sent out to submit an application. President White asked when you submit a project will it include specific projects. Mr. Taylor commented its risk and risk assessments that we are looking for. It identifies several different risks such as dam failures, earthquakes, floods, landslides, severe weather, tsunamis, and wild fires. Each jurisdiction does a risk ranking for the area that they are in to determine which priority each risk would be. Mr. Taylor commented that the Harbors part is to update Chapter 4 Section 2 of the Hazard Mitigation Plan and in Section 4.4 high priority projects. Commissioner Phillips asked if the Harbor does or doesn't want to include those projects. Mr. Taylor commented that the Harbor does and is very important so the projects can be funded. Commissioner Bailey asked in regards to whether or not they are interested in what has been accomplished. Mr. Taylor commented that if it has been identified in the plan there would be a matrix created to explain what had been done. President White asked how do we address a safety issue from the tsunami that is part of the Harbor and City. Mr. Taylor commented that will be part of this process and there will be a meeting held that we will invite people to come and discuss the problems that need to be dealt with. President White asked how do they decide, out of the seven Districts, who have higher priority. Mr. Taylor commented everyone has their own chapter so they determine their own priority list. President White asked would the priority be bumped up the list if the City and the Harbor have the same project together. Mr. Taylor commented that it is very possible. Commissioner Phillips asked if they make recommendations to us with suggestions to improve our submission for a project. Mr. Taylor commented that they don't micro manage it to that level. Commissioner Feller asked if the creation of a shelter in place for a tsunami safety zone just for the Harbor could be included in the plan. Mr. Taylor commented that it would be. Commissioner Feller asked in regards to the tourism route. Mr. Taylor commented the wording would need to be in a way that it is for safety reasons. Commissioner Feller asked Mr.

Helms if he had a copy of this plan. Mr. Helms commented that he does and will email chapter 4 to the Commission. Commissioner Phillips asked if there has to be public meetings. Mr. Taylor commented that the City would be holding a series of public meetings. Commissioner Feller asked in regards to the replacement or depreciated values. Mr. Taylor commented there is a computer program on their website called the HAZUS and it will calculate a value for you on that site. Commissioner Phillips asked in regards to the funding in 2011. Mr. Taylor commented the plan was in place right before the tsunami. President White asked if there was anything in place before that. Mr. Taylor commented he is not sure what happened in 2006. Mr. Taylor commented the plan is updated every three years and suggested looking on the States website to see how they update it. Mr. Helms asked if the plan is available on the County website. Mr. Taylor commented that he believes it is.

3. **Committee Reports.** Reports from other standing and ad hoc committees

The following committee reports were made:

Financial – None

Budget Committee – None

Design Oversight – Mr. Helms suggested having a meeting set up early next week.

Dredge – Mr. Helms commented he would be having a meeting with Debra O’Leary.

Events – None

Ordinance and Policy – Mr. Helms commented it is an ongoing process.

Lease Committee – Mr. Helms suggested having a lease committee meeting next week.

Park Model Construction – None

Real Estate Policy/Lease Committee – None

North Coast Tsunami Center Committee – None

Dutra Dispute Resolution Committee – None

Employee Negotiations – None

Insurance Committee – None

Zoning and Land Use – None

Strategic Planning - None

Marketing – None

Maintenance and Repair – None

IGRC – None

Chamber – None

Land Use Plan – None

Two by two- None

Personnel- None

4. **CEO Report.** Report on current and planned items

Mr. Helms reported on North Coast Sports and Grill had their soft opening and now will be opening from Fridays to Wednesdays and will be paying rent. Mr. Helms commented he was over with Crescent Seafood today and they are almost ready to go, but with the delay of the crab season he has nothing to sell. Mr. Helms noted he has what he needs in there except for the freestanding display case. Mr. Helms commented he is scheduled to start paying rent tomorrow the 2<sup>nd</sup> of December. Commissioner Bailey commented there is a prediction of crab season to begin by the end of the month. Commissioner Phillips commented that the lease committee made a decision to start the lease on January 1, 2015. Mr. Helms commented he would put it on the next agenda. President White asked in regards to the crab shack. Mr. Helms commented Debbie cleaned up the crab shack, painted, and now looking into selling crab. Mr. Helms reported the gift shop is doing well. The Adult designer t-shirts were 18% of the sales. Mr. Helms reported on the collections being collected. Mr. Helms commented on the Frontier and asked the Commission what the Harbor should do with the boat. Mr. Helms commented he would like to get the boat out of the water. Commissioner Bailey asked if it was too big for the travel lift. Mr. Helms commented it could be lifted with the travel lift. Mr. Helms reported in regards to the dredge. Mr. Helms commented there was a close out of Federal and State projects and FEMA approved the appeal. President White asked how much more is owed. Mr. Helms commented over 1 million. Mr. Helms commented in regards to the grant proposal going in. Commissioner Phillips asked what would the Harbor be doing with the money. Mr. Helms commented it would be funding the recycling project and the marine water pollution project. President White asked if it would cover the boat ramp and motor flush out. Mr. Helms commented that it will and the SWIFT. Commissioner Phillips asked if it could be put in the mitigation plan. Mr. Taylor commented it has to be tied to a flood. Commissioner Feller asked in regards to the clean harbor designation. Mr. Helms commented the new racks out front with the literature on telling public of what they need to do to keep the marina clean. Mr. Helms commented in regards to social media being up to 1,033 likes on the Facebook page. President White asked in regards to the RV Park. Mr. Helms commented it is moving forward. President White asked in regards to the rate structure. Mr. Helms commented that it goes to the lease committee for discussion. President White asked in regards to the piles. Mr. Helms commented he wants to discuss it at the next meeting with a cost estimate. President White asked in regards to Englund Marine. Mr. Helms commented that has been taken care of. President White asked in regards to the standing water on the trail. Mr. Helms commented that nothing has happened with that yet. President White asked in regards to the fisherman's meeting. Mr. Helms commented the meeting would be taking place sometime in the future. President White asked in regards to the lights. Mr. Helms commented they have been fixed.

Commissioner Feller asked in regards to Starfish and Anchor Way's lake. Mr. Helms commented the Harbor is looking into draining it. Commissioner Feller asked in regards to the solar panels. Mr. Helms commented we have contacted other company's to compare a decent bid. Commissioner Feller commented that as a non profit we cant get the tax benefit and makes more sense for them to put the money up front so they can.

5. **Board Comments.** The Agenda allows Board of Harbor Commission members the opportunity to discuss items of general interest, provide a reference or other resource to staff and to ask for clarification or request staff to report to the Board on certain matters

The following members of the board commented: Commissioner Phillips asked in regards to the handout. Mr. Helms commented it is a training the Board can attend if they were interested in participating. Commissioner Bailey commented there is a book of information on solar systems he would be willing to share with anyone on the board who might want to educate themselves further on the matter. President White asked Mr. Taylor if the City has heard any information about the new solar company in town. Mr. Taylor commented that they have not approached the City with any offers yet.

6. **Adjournment**

There being no further business to come before the Commission, President White adjourned the meeting at 7:30 p.m., until the next regularly scheduled meeting on December 15, 2015 at 6:30 p.m.

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Wes White, President

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Scott Feller, Secretary

Approved this \_\_\_\_\_ day  
of \_\_\_\_\_, 2015.  
Possession