

Board Of Harbor Commissioners

Crescent City Harbor District

7 December 2021

Regular Harbor Commission Meeting



Regular Meeting

Board of Harbor Commissioners of the Crescent City Harbor District

Brian Stone, President Wes White, Secretary
Harry Adams, Commissioner; Rick Shepherd, Commissioner; Gerhard Weber , Commissioner

AGENDA

Date: Tuesday, December 7, 2021

Time: Open Session 2:00 p.m.

Closed Session following Open Session

Place: 101 Citizens Dock, Crescent City, CA 95531 and via Zoom Webinar

Remote Teleconference Location: Aston at Papakea Resort, 3543 Lower Honoapiilani Road, Lahaina, Hawaii

Virtual Meeting Options

Link for Zoom Webinar: <https://us02web.zoom.us/j/82717545424?pwd=aExZeTRuLOVreFVEZGwweUR2TEpldz09>

Please enter passcode: 182536

Call to Order

Roll Call

Pledge of Allegiance

Public Comment

This portion of the Agenda allows the public to comment to the Board on any issue not itemized on this Agenda, however, the Board may not take action or engage in discussion on any item that does not appear on the Agenda. Periods when public comments are allowed, Harbor Commissioners will allow attendees to submit questions and/or comments using the Zoom in-meeting chat function. The Harbor Commission asks that members of the public keep questions and comments succinct and relevant.

REGULAR SESSION

1. Consent Calendar

Consent Calendar items are considered routine and will be approved by one Motion, with no separate discussion prior to voting. The public, staff, or members of the Harbor Commission may request specific items be removed from the Consent Agenda for separate consideration or action.

- a. Approval of the Meeting Minutes of the November 16, 2021 Regular Meeting.**
- b. Approval of Warrant List from November 11, 2021 through December 2, 2021.**

2. New Business

- a. Review and vote to approve Ordinance No. 2021-50 Codifying and Amending Articles 1 & 2 of the Crescent City Harbor District Ordinance Code.**
- b. Review and vote to approve amended proposal by Rural Human Services for Winter Market in the Harbor District.**
- c. Review and vote to approve installation of MarineSync remote utility monitoring devices in Marina.**
- d. Review and discuss modernization of the Harbor District's fleet.**

3. Unfinished Business

- a. Solar Project Update**
- b. Dredge Permit Update**

4. Communications and Reports

- a. Financial Reports: Account Balances**
- b. CEO/Harbor Master Report**
- c. Harbor Commissioner Reports**

5. Adjourn to Closed Session

CLOSED SESSION

- a. CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION
(Government Code section 54956.9(d)(4))
One potential case.**

6. Adjourn Closed Session

7. Report out of Closed Session

8. ADJOURNMENT

Adjournment of the Board of Harbor Commissioners will be until the next meeting scheduled for Tuesday, December 21, 2021, at 2 p.m. PDT. The Crescent City Harbor District complies with the Americans with Disabilities Act. Upon request, this agenda will be made available in appropriate alternative formats to person with disabilities, as required by Section 12132 of the Americans with Disabilities Act of 1990 (42 U.S.C. §12132). Any person with a disability who requires modification in order to participate in a meeting should direct such request to (707) 464-6174 at least 48 hours before the meeting, if possible.



1. Consent Calendar

Consent Calendar items are considered routine and will be approved by one Motion, with no separate discussion prior to voting. The public, staff, or members of the Harbor Commission may request specific items be removed from the Consent Agenda for separate consideration or action.

- a. Approval of the Meeting Minutes of the November 16, 2021 Regular Meeting.**
- b. Approval of the Warrant List from November 11, 2021 through December 2, 2021.**

Public Comment?



Regular Meeting Minutes of the Board of Harbor Commissioners of the Crescent City Harbor District	
Harbor District Office, 101 Citizens Dock Road Crescent City, CA 95531	November 16, 2021 2:00 p.m.

Board of Harbor Commissioners of the Crescent City Harbor District

MINUTES

Regular Meeting, Tuesday November 16, 2021 at 2:00 P.M.

CALL TO ORDER: 2:00 PM

ROLL CALL:

<i>PRESENT:</i>	<i>President</i>	BRIAN STONE
	<i>Secretary</i>	WES WHITE
	<i>Commissioner</i>	RICK SHEPHERD
	<i>Commissioner</i>	HARRY ADAMS
	<i>Commissioner</i>	GERHARD WEBER

ABSENT: NONE

QUORUM: YES

PLEDGE OF ALLEGIANCE: *led by Commissioner Weber*

PUBLIC COMMENT: President Stone addressed the public and announced that Commissioner White would be presiding over the meeting as President Pro Tempore (pro-tem). The following individuals then addressed the Board regarding subject matters not on the meeting agenda:

Leonard Franklin commented on planned redevelopment of the Harbor. Mr. Franklin accused the Board of acting improperly. However, it was unclear exactly what Mr. Franklin was making reference to, because he spoke in general terms, and did not make specific allegations of impropriety.

Linda Sutter commented on the Tri-Agency Economic Development Authority. She objected to the Harbor participating in the organization and asked the Board to stop providing financial support.

Eric Neff, manager of Global Quality Foods (GQF), addressed the Board concerning an electrical problem on GQF's leased premises. CEO/Harbormaster Tim Petrick responded that the Harbor had enlisted the Crescent Electric company to make electrical repairs as soon as possible.

Annie Nehmer was provided with an extended comment period, after several members of the public yielded their time to her. Ms. Nehmer expressed opposition to plans for private redevelopment of the Harbor. She preferred that the Harbor continue directly operating businesses, such as the existing RV parks. She opposed the formation of public/private partnerships that allowed for public/private revenue sharing. She urged the Board to prioritize fisherman, dredging, and RV park residents over privately funded redevelopment that would be focused on accommodating tourists. She criticized the condition of Harbor roads and docks, opposed contracting out landscaping services, and called for better public restroom facilities and garbage services.

Lisa Brook presented a proposal to lease a portion of the Harbor formerly leased by Spotty's Car Wash. She proposed to redevelop the property to operate a used car business. The Board asked her to meet with CEO/Harbormaster Tim Petrick, so that her business plan could be considered in greater detail.

President (pro-tem) White then moved the discussion back to the Board.

ADDITION OF AGENDA ITEM REQUIRING IMMEDIATE ACTION

Government Code section 54954.2(b)(2) allows for the addition of an agenda item without prior notice to the public in circumstances where the Board determines that immediate action is required to address a concern that arose after the original agenda was publicly posted.

CEO/Harbormaster Tim Petrick explained that immediate action was required to address damage to a tenant's recreational vehicle at Bayside RV Park. Commissioner Shepherd **moved** to add the agenda item under the "New Business" section of the agenda, and Commissioner Weber **seconded** the motion. The Board then unanimously approved the addition to the agenda.

1) CONSENT CALENDAR

(1A) Approval of the Meeting Minutes of the November 2, 2021 Regular Meeting.

(1B) Approval of the Warrant List from October 29, 2021 through November 10, 2021.

Commissioner Adams brought attention to a typographical error on the minutes. On page 4, under agenda item (2A), which pertained to a lease between the Harbor and South Beach RV Resort, the minutes erroneously recorded Commissioner Adams as having voted "AYE." However, the true vote of Commissioner Adams was "NAY", which was a vote against the proposed redevelopment by South Beach RV Resort, LLC.

Commissioner Shepherd objected to a summary of his comments on agenda item (3B) in the minutes, which pertained to dredging in the Harbor. On page 8, the minutes attributed comments to Commissioner Shepherd that Fashion Blacksmith was experiencing "minor"

problems from a lack of dredging. In fact, Commissioner Shepherd had characterized the problems as “major.”

Commissioner Shepherd then **moved** to approve the consent calendar, with changes to the minutes as described above. Commissioner Stone **seconded** the motion. President (pro-tem) White then opened up public comment on the agenda item. No members of the public commented on the agenda item. President White then moved the discussion back to the Board.

POLLED VOTE was called, **MOTION CARRIED.**

Ayes: ADAMS, STONE, SHEPHERD, WEBER, WHITE / *Nays:* NONE

Absent: NONE / *Abstain:* NONE

2) NEW BUSINESS

(2A) Appeal of pending revocation of berthing permit for the M/V Mistral.

Charles McKinney, owner of the *Mistral*, was called upon to present his appeal to the Board, in which he sought to have a revocation order overturned. Mr. McKinney failed to come forward, and was evidently not in attendance. No explanation was provided to the Harbor for his absence. CEO/Harbormaster Tim Petrick then recounted the series of events that led to the issuance of the revocation order. The most serious concern was that the vessel appeared likely to sink. It was noted that the vessel had previously sunk in the prior year. Mr. Petrick testified that Mr. McKinney had been warned, many months in advance, that his berthing permit would be revoked unless he made needed repairs. Upon inspection, it was clear that no repairs had been made. After considering the evidence presented, Commissioner Stone **moved** to deny the appeal. Commissioner Shepherd **seconded** the motion. President (pro-tem) White then opened up public comment. No members of the public commented. President White then moved the discussion back to the Board.

POLLED VOTE was called, **MOTION CARRIED.**

Ayes: WEBER, SHEPHERD, ADAMS, STONE, WHITE / *Nays:* NONE

Absent: NONE / *Abstain:* NONE

(2B) Review the CCHD Audit Draft prepared by Harshwal & Company LLP.

Financial Consultant Stephen Denny reviewed a preliminary audit prepared by Harshwal & Company for the fiscal year which ended June 30, 2020. The auditor was able to validate the Harbor’s financial statements as providing a “fair and accurate” representation of the Harbor’s financial position “in all material respects.” Nonetheless, there were some deficiencies identified.

President White expressed concern that the deficiencies were more significant than would normally be expected. President White made comparisons to previous Harbor audits, and also audits he reviewed while employed as a CEO. President White was especially concerned about the lack of effective “management internal controls” (procedures that management should have in place to detect and correct financial misstatements). President White noted that

even before the audit, the Harbor had recognized deficiencies, and took swift action by terminating the employment of the Harbor's financial director. Subsequently, Stephen Denny was hired to remediate the deficiencies and bring the Harbor's financial management up to an acceptable standard.

CEO/Harbormaster Tim Petrick noted that a particular problem had been the previous financial director's consolidation of control over financial accounting. Typical checks and balances had been removed. After the financial director's termination of employment, that situation was corrected. Mr. Petrick then discussed further improvements being implemented, with the assistance of the Harbor's financial consultant, Stephen Denny.

Commissioner Weber provided perspective as a former educator who taught accounting. He characterized the deficiencies identified in the audit as something he saw from inexperienced high school students, and not anything he would expect from a professional financial director. He supported the decision of the Harbor's former CEO to terminate the employment of the former financial director. Commissioner Weber called for Harbor staff, working with Mr. Denny, to produce a comprehensive written response to the audit, showing specific details of remediation measures already taken, along with any future plans for further remediation.

Commissioner Stone provided some historical context, and noted that accounting problems had been identified in 2019. Commissioner Stone reiterated that swift action had been taken to hold Harbor staff responsible, including the termination of the financial director's employment.

Commissioner Shepherd praised the Harbor's new financial consultant, Stephen Denny, for effectively bringing the Harbor back to a high level of professional accounting standards.

President White then opened up public comment on the agenda item. No members of the public commented. President White then moved the discussion to the next agenda item.

(2C) Review Pacific Coast Port Access Route Study by USCG.

CEO/Harbormaster Tim Petrick provided background and explained that the United States Coast Guard would be conducting a comprehensive evaluation of maritime traffic patterns along the entire Pacific Coast of the United States. The study was intended to help with planning and suitability evaluations for future maritime activities such as renewable energy projects.

President White then opened up public comment on the agenda item. No members of the public commented. President White then moved the discussion to the next agenda item.

(2D) Review claim for damages to a recreational vehicle and vote to approve compensation to a Harbor tenant.

CEO/Harbormaster Tim Petrick provided background and explained that high winds during a recent storm resulted in a tree limb falling on the RV of a tenant at the Bayside RV Park. A repair estimate totaled approximately \$8,500.00, with additional claims made for hotel expenses and storage costs. Mr. Petrick explained that after the Harbor compensated the tenant, the Harbor would be reimbursed by the Harbor's insurance carrier, with the exception of a \$5,000.00 deductible, without any impact to future insurance premiums.

Commissioner Shepherd noted that he had surveyed the park and had identified additional trees that posed a hazard. CEO/Harbormaster Petrick replied that Harbor maintenance staff had already begun performing tree trimming and tree removal to mitigate future risk.

President White then opened up public comment on the agenda item. No members of the public commented. President White then moved the discussion back to the Board.

Commissioner Stone **moved** to approve the claim for damages submitted by the tenant. Commissioner Adams **seconded** the motion.

POLLED VOTE was called, **MOTION CARRIED.**

Ayes: SHEPHERD, ADAMS, WEBER, STONE, WHITE / *Nays:* NONE

Absent: NONE / *Abstain:* NONE

3) UNFINISHED BUSINESS

(3A) Solar Project Update.

CEO/Harbormaster Tim Petrick explained that Alex Lemus was traveling and unavailable to provide a solar project update. President White then opened up public comment on the agenda item. No members of the public commented. President White then moved the discussion to the next agenda item.

(3B) Dredge Permit Update.

CEO/Harbormaster Tim Petrick reported on meetings with Planwest Partners to prepare for diver dredging. The most immediate concern was turbidity testing required by the State Water Resources Control Board.

Commissioner Adams expressed frustration with delays of diver dredging, and voiced concern that Fashion Blacksmith was suffering severe financial hardship. Commissioner Adams noted that he had personally paid for a professional diver to evaluate the channel depth adjacent to the Fashion Blacksmith leased area. He reported that approximately 5 feet of silt had accumulated between 2007 and 2021.

CEO/Harbormaster Petrick responded that he was doing everything within his power to expedite dredging approval. He also mentioned that he was investigating potential solutions that might prevent silt from accumulating in the future. One potential intervention was a bubbler device.

President White asked that Harbor staff provide a time estimate for turbidity testing at the next meeting. President White also asked for the name and contact information of a person at the Water Board to receive feedback from the Board and the public.

President White then opened up public comment on the agenda item. Annie Nehmer suggested that the dredging situation was severe enough to warrant an emergency declaration from the Governor, or some other high-ranking government official. CEO/Harbormaster Petrick explained that the U.S. Army Corps had informally made an emergency determination, and was proceeding accordingly. Mr. Petrick vowed to seek an emergency determination from the State

Water Board. Commissioner Weber volunteered to make a personal appearance at an upcoming State Water Board meeting to petition for emergency action. President White then moved the discussion to the next agenda item.

4) COMMUNICATIONS AND REPORTS

(4A) Financial Reports: Account Balances, P&L Report, Accounts Receivable Report

Commissioner Weber remarked that the Harbor was barely operating under budget. This was already somewhat worrisome, but after accounting for depreciation, the Harbor's financial status was quite dire. This underscored the importance of increasing revenue through new projects, such as the redevelopment project just beginning with the South Beach RV Resort company. Additional redevelopment was critical to ensure the long-term financial solvency of the Harbor. Commissioner Weber encouraged those in the public who have been critical of redevelopment to carefully review the Harbor's financial reports, so they might better understand the motivation for redevelopment.

Annie Nehmer commented that she approved of the Board's vision to improve the Harbor and increase revenue, but she urged the Board to be cautious about giving too much control to a single private developer, referring to Mr. Lemus.

Commissioner Stone responded to Ms. Nehmer by discussing the Harbor's low credit rating. This made it impossible for the Harbor to borrow money itself for redevelopment. In essence, private development was the only near-term option to fund major Harbor improvements. Although private developers would be given autonomy to run their businesses, the Harbor would maintain oversight according to provisions in the lease. Commissioner Stone emphasized that new leases to private developers were being negotiated aggressively, to avoid "sweetheart deals" that had sacrificed the public interest in the past. As examples, President Stone cited leases with former operators of the Harbor's RV parks. Those leases were so egregious, that the Harbor was compelled to buy out the lessees, so as to disentangle the Harbor from unfavorable financial arrangements that left most of the revenue in private hands.

Annie Nehmer suggested that the Harbor was taking an "easy route" to solve its financial problems by "leasing away" the Harbor's property rights to private developers, against the public interest. She suggested that the local community would be supportive of alternative approaches to raise revenue, and she cited the example of Ballot Measure C (the Transient Occupancy Tax), passed in 2018.

CEO/Harbormaster Petrick objected to the characterization of the Harbor as taking an "easy route" by pursuing private redevelopment. He explained that many creative approaches were being used to increase revenue, and not just redevelopment. He cited the example of new leases with fish processors that were already on track to bring in \$170,000/year of new revenue. Old leases had been, and would continue to be, renegotiated aggressively to increase revenue for the public interest.

President White requested that Harbor staff prepare separate profit and loss statements for Redwood Harbor Village and Bayside RV Park. This would help the public understand the benefits of redevelopment compared to existing Harbor business operations. President White

also requested that Harbor staff make determinations on truly uncollectable accounts, then write off those accounts as uncollectable bad debt, and remove them from future financial statements. President White also requested that Commissioners receive reports on actions taken to collect debts over \$1,000.00, with explanations for uncollectable debt.

Commissioner Weber requested a report on standard debt collection practices within the Harbor. He wanted details on the step-by-step procedures being used. President White then moved the discussion to the next agenda item.

(4B) CEO/Harbormaster Report

CEO/Harbormaster Tim Petrick reviewed briefing materials provided to the Board. He described CCHD staff participation in the Sugar Bear Christmas tree event at the cultural center. Discussion also covered recent storms that caused minor damage to CCHD property and tenant property. CCHD was enjoying a good working relationship with Fashion Blacksmith and working quickly to facilitate storm damage repairs. Mr. Petrick next reported on the reopening of the recreational crab season, which was turning up good amounts of clean crab. The first Saturday Winter Market sponsored by Rural Human Services had been well attended, and would be expanded for the holiday shopping season.

President White then opened up public comment on the agenda item. No members of the public commented. President White then moved the discussion to the next agenda item.

(4C) Commissioner Reports.

(a) Commissioner Shepherd: reported that the Oregon Department of Fish and Wildlife crab testing for meat recovery and biotoxins were completed, and the test results supported a December 1st season opening for Oregon. Initial California test results were close to the 24 percent required meat recovery, and follow-up tests were pending. It was unclear if California would be able to open the crab season on December 1st. Commissioner Shepherd expressed concern over an Executive Order issued by President Biden that set a target of removing 30% of federal waters from commercial fishing by 2030, a plan referred to as the “30 by 30” plan.

(b) Commissioner Adams: asked CEO/Harbormaster Petrick to confirm that bathroom and shower access arrangements had been put in place to accommodate out-of-town fisherman. Mr. Petrick replied that a card lock system had been activated for bathrooms, but that shower access required visitors to contact the Harbor office during business hours, or security staff after hours. Commissioner Adams then asked for an update on planned signage to warn people of wave hazards along the jetty. Mr. Petrick replied that he had contacted the Army of Corps of Engineers, and that they confirmed signage was on their work plan. Mr. Petrick also reported on coordination efforts with Crescent City to place signage on city property, although it was located further from the hazard zone than Army Corps premises.

(c) Commissioner Weber: no report

(d) Commissioner Stone: no report

(e) President White: reported on a meeting of the local Chamber and Visitors Bureau. Del Norte County recently contributed an additional \$30,000 to support the Bureau’s work. There was discussion on whether Crescent City and the Harbor District should make corresponding

contributions to support the work of the Bureau, which had demonstrated remarkable success recently.

MOVE TO CLOSED SESSION:

a. CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION

(Government Code section 54956.9(d)(2))

Significant Exposure to Litigation: One case based on potential repairs to Fashion Blacksmith building.

b. CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION

(Government Code section 54956.9(d)(4))

Number of Cases: 1

RECONVENE OPEN SESSION:

REPORT FROM CLOSED SESSION: Nothing to report.

5) ADJOURNMENT

ADJOURNMENT TO THE BOARD OF HARBOR COMMISSIONERS NEXT REGULAR MEETING SCHEDULED FOR TUESDAY, DECEMBER 7, 2021 AT 2 P.M., VIA ZOOM WEB CONFERENCE AND IN-PERSON AT THE MAIN HARBOR OFFICE, LOCATED AT 101 CITIZENS DOCK ROAD.

Approved this ____ day of _____, 2021

Brian Stone, President

Wes White, Secretary

Crescent City Harbor District Check Detail

November 11 through December 2, 2021

Type	Num	Date	Name	Account	Original Amount
Bill Pmt -Check	1365	11/16/2021	PACIFIC POWER	1047 · BAYSIDE- RV PARK-1766	-4,450.05
Check	1367	12/02/2021	ROBERT J. FRAZIER	1047 · BAYSIDE- RV PARK-1766	-4,190.50
Check	1368	12/02/2021	KENNETH BRUCE DWELLEY	1047 · BAYSIDE- RV PARK-1766	-4,190.50
Bill Pmt -Check	1369	12/02/2021	CCWATER	1047 · BAYSIDE- RV PARK-1766	-1,464.27
Bill Pmt -Check	1370	12/02/2021	RECOLOGY DN	1047 · BAYSIDE- RV PARK-1766	-2,299.28
Bill Pmt -Check	1371	12/02/2021	SUBURBAN PROPANE	1047 · BAYSIDE- RV PARK-1766	-286.90
Check	2079	11/16/2021	DESTINY SINGH	1045 · REDWOOD HARBOR VILLAGE 0707	-216.78
Bill Pmt -Check	2081	12/02/2021	PACIFIC POWER	1045 · REDWOOD HARBOR VILLAGE 0707	-5,446.50
Bill Pmt -Check	2082	12/02/2021	CCWATER	1045 · REDWOOD HARBOR VILLAGE 0707	-1,460.20
Bill Pmt -Check	2083	12/02/2021	CRESCENT ACE HARDWARE	1045 · REDWOOD HARBOR VILLAGE 0707	-33.59
Bill Pmt -Check	2084	12/02/2021	RECOLOGY DN	1045 · REDWOOD HARBOR VILLAGE 0707	-2,583.48
Bill Pmt -Check	2085	12/02/2021	SUBURBAN PROPANE	1045 · REDWOOD HARBOR VILLAGE 0707	-178.92
Check	6175	11/15/2021	TIMOTHY PETRICK	1040 · CCHD US BANK OPERATING 4766	-1,600.00
Bill Pmt -Check	6176	11/16/2021	ACCOUNTEMPS	1040 · CCHD US BANK OPERATING 4766	-8,315.58
Bill Pmt -Check	6177	11/16/2021	ALLEGIANCE-CIT DOCK, GL, EQUIP	1040 · CCHD US BANK OPERATING 4766	-7,135.76
Bill Pmt -Check	6178	11/16/2021	LES SCHWAB TIRES	1040 · CCHD US BANK OPERATING 4766	-412.11

Crescent City Harbor District Check Detail

November 11 through December 2, 2021

Type	Num	Date	Name	Account	Original Amount
Bill Pmt -Check	6179	11/16/2021	US CELLULAR	1040 · CCHD US BANK OPERATING 4766	-436.80
Check	6181	12/02/2021	CARPENTERS LOCAL 751	1040 · CCHD US BANK OPERATING 4766	-60.00
Check	6182	12/02/2021	CALPERS RETIREMENT	1040 · CCHD US BANK OPERATING 4766	-698.54
Bill Pmt -Check	6183	12/02/2021	PACIFIC POWER	1040 · CCHD US BANK OPERATING 4766	-552.31
Bill Pmt -Check	6187	12/02/2021	ENGLUND MARINE	1040 · CCHD US BANK OPERATING 4766	-490.36
Bill Pmt -Check	6188	12/02/2021	ACCOUNTEMP	1040 · CCHD US BANK OPERATING 4766	-6,823.04
Bill Pmt -Check	6189	12/02/2021	BEST BEST & KRIEGER, LLP	1040 · CCHD US BANK OPERATING 4766	-38,777.40
Bill Pmt -Check	6190	12/02/2021	C RENNER PETROLEUM INC	1040 · CCHD US BANK OPERATING 4766	-1,719.61
Bill Pmt -Check	6191	12/02/2021	CCWATER	1040 · CCHD US BANK OPERATING 4766	-1,365.04
Bill Pmt -Check	6192	12/02/2021	CRESCENT ACE HARDWARE	1040 · CCHD US BANK OPERATING 4766	-273.95
Bill Pmt -Check	6193	12/02/2021	CRESCENT ELECTRIC	1040 · CCHD US BANK OPERATING 4766	-195.00
Bill Pmt -Check	6194	12/02/2021	INDUSTRIAL STEEL & SUPPLY	1040 · CCHD US BANK OPERATING 4766	-1,603.05
Bill Pmt -Check	6195	12/02/2021	MENDES SUPPLY CO	1040 · CCHD US BANK OPERATING 4766	-313.65
Bill Pmt -Check	6196	12/02/2021	PACIFIC POWER	1040 · CCHD US BANK OPERATING 4766	-2,449.72
Bill Pmt -Check	6197	12/02/2021	QUILL	1040 · CCHD US BANK OPERATING 4766	-260.66
Bill Pmt -Check	6198	12/02/2021	R.A. KIRKLAND INC.	1040 · CCHD US BANK OPERATING 4766	-5,833.33
Bill Pmt -Check	6199	12/02/2021	RECOLOGY DN	1040 · CCHD US BANK OPERATING 4766	-3,771.54

Crescent City Harbor District Check Detail

November 11 through December 2, 2021

Type	Num	Date	Name	Account	Original Amount
Bill Pmt -Check	6200	12/02/2021	STREAMLINE	1040 · CCHD US BANK OPERATING 4766	-200.00
Bill Pmt -Check	6201	12/02/2021	XEROX	1040 · CCHD US BANK OPERATING 4766	-749.75
Check	6202	12/02/2021	HANKS, JUSTIN	1040 · CCHD US BANK OPERATING 4766	-71.92
Check	6203	12/02/2021	JOSEY, ROBERT	1040 · CCHD US BANK OPERATING 4766	-79.46
Check	6204	12/02/2021	REGIS, WILLIAM	1040 · CCHD US BANK OPERATING 4766	-29.00
Check	6205	12/02/2021	MILLER (EMP), MITCHELL	1040 · CCHD US BANK OPERATING 4766	-29.58
				TOTAL	-111,048.13



2. New Business

- a. Review and vote to approve Ordinance No. 2021-50 Codifying and Amending Articles 1 & 2 of the Crescent City Harbor District Ordinance Code.**

Public Comment?



2. New Business

- b. Review and vote to approve amended proposal by Rural Human Services for Winter Market in the Harbor District.**

Public Comment?



RURAL HUMAN SERVICES

286 M Street
Crescent City, CA 95531
Ph: (707) 464-7441
Fax: (707) 464-9496
www.ruralhumanservices.org

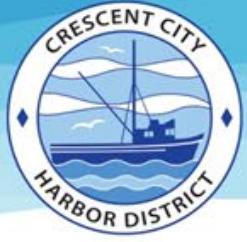
Date: 12/2/2021
To: Executive Director
From: Farmer's Market
Subject: 2022 extention

Good day,

Rural Human Services would like to continue renting the Englund Marine building from Jan8 – May 28, 2022.

We ask that one small change be made to the addendum of our contract. We request that the power be \$5. Per vendor instead of the \$10. And keep the daily rental fee of \$50. We have had our Redwood Coast news, Wild Rivers outpost, The Daily Triplicate, and the Crescent City Times give us publicity for the extension of the market. Staying open has been a vital part of our community for the services we are offering. We are reaching out to more low-income families. Our market being open, families can use the SMAP and P-EBT benefits which we match up to \$20 for them to be able to purchase produce from California farmers. I want to thank you for letting us do business with you through the winter months.

Thank you
Angel Hanson
Market Director/ Manager



2. New Business

- c. Review and vote to approve installation of MarineSync remote utility monitoring devices in Marina.**

Public Comment?

11/16/2021

Crescent City Harbor District | Crescent City, California

Wireless Utility Monitoring, Management & Compliance - Proposal

Scope

The following proposal by MarineSync Corporation is limited to the “Remote Utility Monitoring System for Vessel Shore Power and Remote Utility Monitoring”. MarineSync will be responsible for hardware installation, testing and onsite configuration. MarineSync will not be responsible for repairing, replacing or installing non-MarineSync components. Any pedestal deficiencies, deferred maintenance or issues discovered during installation will be documented and reported to the facility.

Project Assumptions

1. Total existing utility pedestals: 124 | Counts to be confirmed by Marina
 - a. A Dock | 8 Pedestals
 - b. B Dock | 19 Pedestals
 - c. C Dock | 22 Pedestals
 - d. D Dock | 16 Pedestals
 - e. E Dock | 11 Pedestals
 - f. F Dock | 23 Pedestals
 - g. G Dock | 26 Pedestals
 - h. H Dock | 15 Pedestals
 - i. Work Dock | 7 Pedestals
2. Each utility pedestal has an *existing* Watthour Meter w/Pulse Output
3. Each utility pedestal will receive a new RUMnano Transceiver
4. Network Infrastructure to be upgraded with LoRa Base Station / Architecture
5. Each shore power pedestal will be remotely readable from marina office

RUM – Remote Utility Monitoring

RUM is the most widely adopted and trusted utility monitoring and control system in the Marina sector. The RUM system offers accurate, reliable, enterprise-grade wireless connectivity for any size facility with minimal infrastructure. The all-inclusive system includes hardware and software for collecting utility (kwh) readings and offering on demand billing for sub-metering applications. RUM offers a web-based software / web-application that can be accessed across all platforms and devices. MarineSync provides an API for integrating with leading Marina Software platforms.

General

MarineSync has developed and deployed Remote Utility Monitoring and Control (RUM) systems across the world. With more than fifty thousand end-points currently reporting, RUM has established itself as the gold-standard in Marina Utility Monitoring and Control.



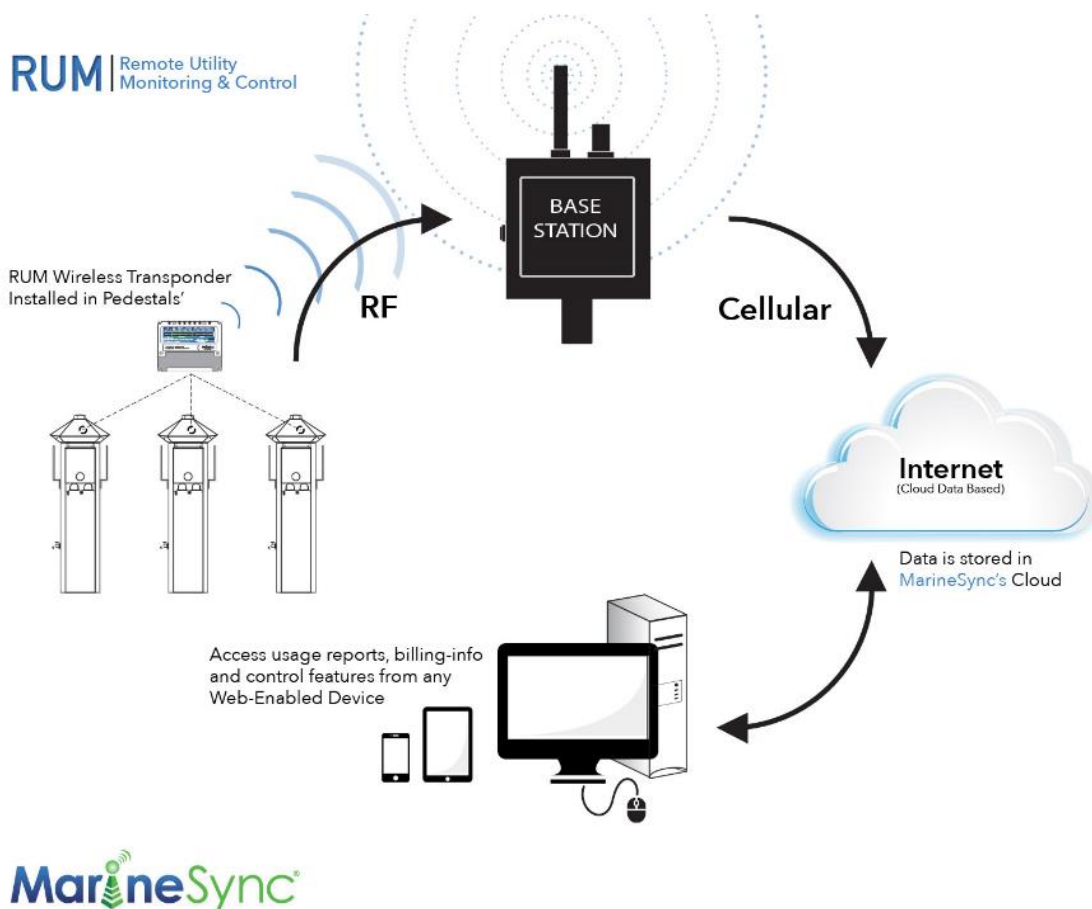
How it works

At the heart of the RUM system, the MarineSync Network Base Station. The Base Station is a self-contained communication hub, handling all communications between pedestals and the Cloud. No Wi-Fi, landline or network connections are required between pedestal and base station; simply provide 110/220VAC power to the Base Station and a DHCP LAN connection. A backup cellular connection is standard to ensure reliability and uptime.

In each pedestal, a RUMnano and power supply are installed, establishing a wireless link to the Base Station. The RUMnano interfaces both Digital electric watthour submeters. The RUMnano is then linked to a specific slip or space number and added to the database. RUM software is 100% web-based. This feature provides connectivity from any web-enabled computer or device with all data secure and backed up in the cloud.

Why Invest in Remote Utility Monitoring

RUM is an enterprise business system that standardizes sub-metering, maintains compliance and offers tools for reporting and implementing best business practices. RUM ensure 100% recapture of utility usage with revenue-grade accuracy and remote disconnect capabilities.



Project Schedule

Delivery of monitoring hardware and network infrastructure to facility within ± 8 Weeks of Purchase Order / Deposit. Onsite installation and engineering / training / configuration to be scheduled with customer.

Project Cost

\$34,871.39 - Hardware, NRE & Freight

NRE includes MarineSync Engineers onsite for Installation, Configuration and Training.



Sales Quote

Bill To:
Crescent City Harbor District 101 Citizens Dock Road Crescent City CA 95531 USA
Ship To:
Crescent City Harbor District 101 Citizens Dock Road Crescent City CA 95531 USA

Quote Info:
Quote Number: 3841
Quote Date: 11/16/21
Valid Through: 12/16/21
Payment Terms: Prepaid
Ref:
Quote Total: \$ 34,871.39
Customer #: 2005761
Customer Contact: Tim Petrick
Phone: 707-464-6174
Fax:
Email: tpetrick@ccharbor.com

Line #	Part #	Material/Description	Qty	Unit Price	Amount
1	RM0300.000	RUMnano - IP68 Sealed Pulse Reader Designed for use in harsh outdoor locations Simple connection to existing utility meters (4) Pulse/Alarm Inputs 200Hz / 5ms Pulse Capable Replaceable Battery Offering ±8 Years	124	115.000	14,260.00
2	EP2000.085	Class 2 (5V) Power Supply - Input: 100-240VAC (0.55A) Output: +5VDC Installation, System Testing, Database Configuraiton, Reporting and Onboarding Services. Scope of Work: 1)MarineSync will install ±124 AC/DC Power Supplies into existing Utility Pedestal on Docks A - H & Work Dock. 2)MarineSync will install ±124 RUMnano Wireless Transceivers into existing Utility Pedestals on Docks A - H & Work Dock. 3)MarineSync will perform wired connection between existing Electricity Watthour Meters and RUMnano Transceivers	124	12.990	1,610.76
3	Labor - RUM	4)MarineSync will label and document all RUMnano serial numbers and corresponding Meter/Input mapping 5)MarineSync will document all Watthour Meter by serial number, model number, certification dates (if applicable) and in service date (if applicable) for Department of Agriculture / Weights & Measures Compliance 6)MarineSync will install Network Base Station 7)MarineSync will configure all devices into database and test for connectivity 8)MarineSync will validate installation and troubleshoot devices as needed	1	17,500.000	17,500.00

SaaS (Software as a Service/Support) is provided at no charge for the first (6) months of service. The service period will begin upon end-user activating service by contacting MarineSync @ 888.988.SYNC or at time of installation. Renewal of the SaaS contract is billed monthly or annually thereafter, at a rate of \$250 per month. SaaS fees are based on the network size and features. The contract terms for this specific installation will be on (124) RUM transponder with features including: Meter Reading & Power Control. Adding additional services and/or transponders to the monitoring network will increase the SaaS contract.

MarineSync Corporation
P.O. Box 80174
San Diego, CA 92138
www.MarineSync.com

Toll: 888.988.SYNC
Phone: 619.269.7000
Fax: 619.298.7828
Email: info@marinesync.com





2. New Business

- d. Review and discuss modernization of the Harbor District's fleet.**

Public Comment?



THE NEW 2021 FORD F-150® TOUGH GETS TOUGHER.



That's right. Two new trucks just joined the team. Introducing the new F-150 TREMOR™ and the most off-road capable, best performing F-150 RAPTOR® ever. They're adding more off-road toughness to the toughest, most productive Ford F-150 lineup ever. Plus, we're introducing more technology and productivity features, including available Continuously Controlled Damping (CCD) suspension and available first-in-class² Onboard Scales and Smart Hitch. You have great power of choice, with 8 trim levels from the XL to the RAPTOR, 7 engines, 3 cabs, 3 box lengths, and loads of capability and appearance packages. Best-in-Class available towing and payload numbers are backed by legendary Built Ford Tough® brawn, durability and longevity. The more you have to do, the more ways the new 2021 F-150 can help you get it done. It's cutting edge, hardworking, and out in front.

**BEST-IN-CLASS
14,000 LBS.**
MAX. AVAILABLE TOWING³

**BEST-IN-CLASS
3,325 LBS.**
MAX. AVAILABLE PAYLOAD⁴

**MAX. AVAILABLE
450 HP⁵**

**MAX. AVAILABLE
570 LB.-FT.
TORQUE⁶**

TREMOR SUPERCREW® 4x4. Oxford White. Available equipment. (Max. Payload 1,670 lbs. and Max. Towing 10,900 lbs., when properly equipped with the available Trailer Tow Package.) Vehicle imagery throughout this brochure may be computer-generated and may include available and aftermarket equipment. Horsepower, torque, payload and towing are independent attributes and may not be achieved simultaneously. For additional information, see your Ford Dealer.

1. Best-selling trucks for 44 years based on 1977-2020 CY total sales. **2.** Class is Full-Size Pickups under 8,500 lbs. GVWR. **3.** Max. towing of 14,000 lbs. available on XL SuperCab™ 8' box 4x2 and SuperCrew 4x2 configurations with the available 3.5L EcoBoost® engine and available Max. Trailer Tow Package (not shown). Max. towing varies based on cargo, vehicle configuration, accessories and number of passengers. **4.** Max. payload of 3,325 lbs. available on XL Regular Cab 4x2 with available 8' box, available 5.0L V8 engine and available Max. Trailer Tow and Heavy-Duty Payload Packages (not shown). Max. payload varies and is based on accessories and vehicle configuration. See label on door jamb for carrying capacity of a specific vehicle. **5.** Max. horsepower based on the available High-Output 3.5L EcoBoost engine on RAPTOR (not shown). Horsepower rating based on premium fuel per SAE J1349® standard. Your results may vary. **6.** Max. torque based on the available 3.5L PowerBoost™ engine. Calculated via combined performance of the engine and electric motor(s) with peak battery power. The calculations utilize SAE J1349 engine results and Ford electric motor dyno testing. Your results may vary.

NEXT-GEN POWER.



3.5L POWERBOOST™ FULL HYBRID POWERTRAIN.

In yet another leap forward for our tough, smart, productive trucks, the available 3.5L PowerBoost Full Hybrid V6 engine combines the proven 3.5L EcoBoost® twin-turbo V6, a transmission with an integrated electric motor, and a lithium-ion battery pack to intelligently store and augment power by up to 44 hp (33kW) when you need it most. F-150® models with PowerBoost deliver the same passenger and cargo room as equivalent models without PowerBoost.

Ford torture-tested the 2021 F-150 hybrid powertrain to make sure it will operate in extreme conditions and meet customer demands. Our teams took it up the grueling Davis Dam grade in Arizona, through the high altitudes of Colorado, and into the brutal cold of Manitoba, Canada.

PowerBoost lives up to our Built Ford Tough® commitment and meets the demands of those who work hard and play harder.

EPA-ESTIMATED FUEL ECONOMY RATINGS

4x2	25 CITY MPG	26 HWY MPG	25 COMB MPG
4x4	24 CITY MPG	24 HWY MPG	24 COMB MPG

Actual mileage will vary.

MAX. AVAILABLE

430 HP¹ | **570 LB.-FT. TORQUE¹** | **2,120 LBS. PAYLOAD²** | **12,700 LBS. TOWING³**

PLATINUM® SUPERCREW® 4x4. Antimatter Blue Metallic. Available 3.5L PowerBoost engine. Available Max. Trailer Tow Package. Available equipment. (Max. Payload 1,443 lbs. and Max. Towing 11,400 lbs., when properly equipped with 5.5' box, available 3.5L PowerBoost engine and available Max. Trailer Tow Package.)

1. Max. horsepower and torque based on the available 3.5L PowerBoost engine. Calculated via combined performance of the engine and electric motor(s) with peak battery power. The calculations utilize SAE J1349® engine results and Ford electric motor dyno testing. Your results may vary.

2. Max. payload of 2,120 lbs. available on XL SuperCrew 6.5' box 4x2 with available 3.5L PowerBoost engine (not shown). Max. payload varies and is based on accessories and vehicle configuration. See label on door jamb for carrying capacity of a specific vehicle. **3.** Max. towing of 12,700 lbs. available on XL SuperCrew 4x2 with available 3.5L PowerBoost engine and available Max. Trailer Tow Package (not shown). Max. towing varies based on cargo, vehicle configuration, accessories and number of passengers.

Horsepower, torque, towing, payload, and EPA-Estimated Fuel Economy Ratings are independent attributes and may not be achieved simultaneously.

BUILT-IN WORKBENCH.

TAILGATE WORK SURFACE.

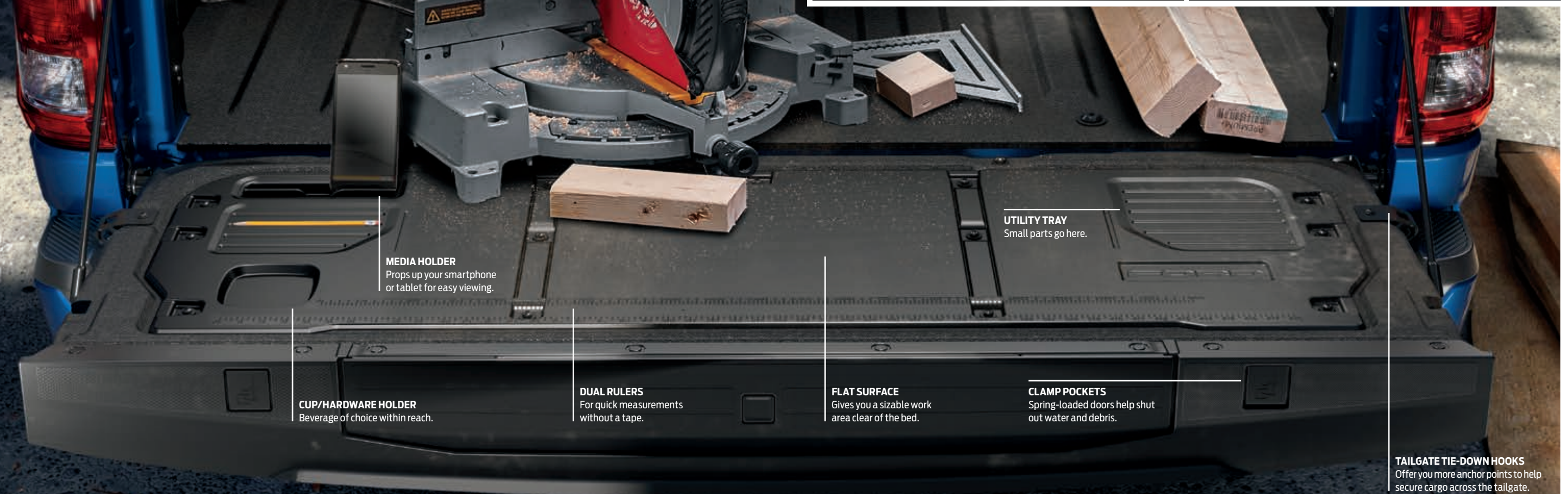
Now it's even easier to set up shop wherever you take your 2021 Ford F-150® pickup. A variety of useful holders are molded into the available durable composite Tailgate Work Surface, which has a grained texture to help keep work in place. Every F-150 pickup equipped with the available tailgate step comes with this innovative feature. Plus, all Ford F-150 truck tailgates get standard tie-down hooks to help secure loads that extend out over the tailgate (and double as handy bottle openers), as well as standard clamp pockets that can allow you to perform a wider range of tasks.



TAILGATE CLAMP POCKETS
Just the thing to help your work stay where it belongs.



TAILGATE STEP
A Ford innovation and proven design.



MEDIA HOLDER
Props up your smartphone or tablet for easy viewing.

CUP/HARDWARE HOLDER
Beverage of choice within reach.

DUAL RULERS
For quick measurements without a tape.

FLAT SURFACE
Gives you a sizable work area clear of the bed.

CLAMP POCKETS
Spring-loaded doors help shut out water and debris.

UTILITY TRAY
Small parts go here.

TAILGATE TIE-DOWN HOOKS
Offer you more anchor points to help secure cargo across the tailgate.



3. Unfinished Business

a. Solar Project Update

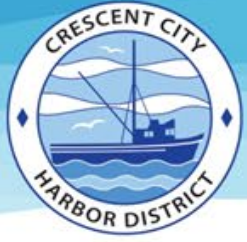
Public Comment?



3. Unfinished Business

b. Dredge Permit Update

Public Comment?



4. Communication and Reports

a. Financial Reports: Account Balances

Public Comment?

BANK BALANCES AS OF 11.10.21**BANK BALANCES AS OF 12.02.21****DIFFERENCE**

CCHD OPERATING	\$211,678.20	CCHD OPERATING	\$183,829.07	-\$27,849.13
CCHD SAVINGS	\$30,021.29	CCHD SAVINGS	\$30,021.29	\$0.00
REDWOOD HARBOR	\$67,219.08	REDWOOD HARBOR	\$65,547.04	-\$1,672.04
BAYSIDE RV PARK	\$20,187.87	BAYSIDE RV PARK	\$18,506.54	-\$1,681.33
LAIF ACCOUNT	\$1,395,806.52	LAIF ACCOUNT	\$1,395,806.52	\$0.00
TOTALS	\$1,724,912.96	TOTALS	\$1,693,710.46	-\$31,202.50



4. Communications and Reports

b. CEO/Harbormaster Report

Happy Holidays! Crab season kicked off with much success. The last three weeks have been filled with prep for the season and despite a few incidents the crab are scuttling across the dock and into trucks. The boats and buyers I have spoken with are seeing decent numbers and they are good clean crab. We're looking forward to a good season.

The season didn't start without some issues. Fisherman Todd Nichols of the Vanessa Lee was badly injured in an incident in the engine room and had to be hoisted out of the hold at the dock. I'm told that he will keep his arm but he is in for a long recovery. The Miss Sam blew out her stuffing box and with some assistance from the USCG was able to make it back to port where she stopped the leak and is back to fishing. Lady Alice also had an engine issue and received a tow from the USCG.

Charles McKinney acquired a small run about to tow Mistral out of the harbor. He launched it and it promptly sunk in the launch ramp. Security and Maintenance responded and deploy oil boom and soakers around the boat. Mr. McKinney was on hand and has been working each day to refloat the boat. As of the writing of this report the boat is still tied to the dock in the launch ramp half underwater.

Winter Market has been a rousing success! Plenty of customers have visited the vendors at the Old Englund Marine building and there have been goods available that spans from hats and home goods to smoked salmon, eggs and fruit and veggies. Also, it's that time of year, Alexandre Farms Egg Nog is back!



4. Communications and Reports

c. Harbor Commissioner Reports

Pursuant to the Brown Act, this item allows the Commissioners to briefly discuss activities engaged in since the previous public meeting.

Commissioner Rick Shepherd

Commissioner Harry Adams

Commissioner Gerhard Weber

Commissioner Wes White, Secretary

Commissioner Brian Stone, President

5. Adjourn to Closed Session

CLOSED SESSION

- a. CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION
(Government Code section 54956.9(d)(4))
One potential case.

- b. CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION
(Government Code section 54956.9(d)(1))
Name of case: Crescent City Harbor District v. Crescent Fire Protection District et al.
Case Number: Del Norte Superior Court Case No. CVUS-2021-1248

6. Adjourn Closed Session

7. Report out of Closed Session

8. ADJOURNMENT

Adjournment of the Board of Harbor Commissioners will be until the next meeting scheduled for Tuesday, December 21, 2021, at 2 p.m. PDT. The Crescent City Harbor District complies with the Americans with Disabilities Act. Upon request, this agenda will be made available in appropriate alternative formats to person with disabilities, as required by Section 12132 of the Americans with Disabilities Act of 1990 (42 U.S.C. §12132). Any person with a disability who requires modification in order to participate in a meeting should direct such request to (707) 464-6174 at least 48 hours before the meeting, if possible.

