



Board of Harbor Commissioners of the Crescent City Harbor District

Ronald A. Phillips, President

Patrick A. Bailey, Secretary

James Ramsey, Commissioner

Brian L. Stone, Commissioner

Wes White, Commissioner

AGENDA

Board of Harbor Commissioners of the Crescent City Harbor District

At the **Harbor District Office meeting room**

101 Citizens Dock Road, Crescent City, California 95531

Regular Meeting

Tuesday, October 3, 2017

5:30 P.M.

The Board of Harbor Commissioners of the Crescent City Harbor District is now meeting in regular session. Only those items that indicate a specific time will be heard at the assigned time. All other items may be taken out of sequence to accommodate the public and staff availability.

5:30 p.m. The Board of Harbor Commissioners will meet in open session to discuss the following agenda items.

Pledge of Allegiance

Public Comment

Public comments are welcomed and encouraged by the Board. The President invites anyone in the audience to speak to the Board of Harbor Commissioners to identify themselves and the matter they wish to discuss. The Harbor Commission will then determine if such matters should be discussed at this time or scheduled for a subsequent meeting. As per the District's bylaws, each speaker shall be limited to a maximum of three (3) minutes.

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 September 19, 2017 Harbor Commission Meeting
- B) Approval of the minutes of the August 24, 2017 Harbor Commission Special Meeting
- C) Approval of the minutes of the September 19, 2017 Harbor Commission Regular Meeting

2. **Presentation by James Haussener, Executive Director, California Marine Affairs and Navigation Council.** Discussion of CMANC efforts on behalf of California Harbors

3. **Discussion and Review** Ordinance #48. Discuss, approve and direct staff accordingly

4. **CEO Report**

5. **Commissioner Reports.** Reports from Commissioners who represent the Harbor District on the Chamber of Commerce, Tri-Agency, Inter Governmental Relations Committee, Harbor Safety Committee and any other civic or community groups and from any current ad hoc committees

6. **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

7. **Adjournment**

***** Adjournment to the Board of Harbor Commissioners meeting scheduled for Tuesday, November 7, 2017 at 5:30 P.M. at the Harbor District Office, 101 Citizens Dock Road, Crescent City, California.**

Crescent City Harbor Warrant List
September 16 - 28, 2017

Type	Num	Date	Name	Account	Class	Paid Amount	Original Amount
Liability Check		09/17/2017	United States Treasury	1030 · CIB-General Checking 3532			-5,436.92
				2140 · Accrued Federal Taxes Payable		-2,068.00	
				2140 · Accrued Federal Taxes Payable		-1,367.22	
				2140 · Accrued Federal Taxes Payable		-1,367.22	
				2140 · Accrued Federal Taxes Payable		-317.24	
				2140 · Accrued Federal Taxes Payable		-317.24	
						<u>-5,436.92</u>	
Check	2928	09/16/2017	Douglas Marvin	1040 · CCHD US Bank Operating 4766			-5,000.00
				6621 · Autos	1:CCHD	-5,000.00	
						<u>-5,000.00</u>	
Paycheck	2940	09/19/2017	CHA, SAI	1040 · CCHD US Bank Operating 4766			-346.90
Paycheck	2930	09/19/2017	DANNER, MARG	1040 · CCHD US Bank Operating 4766			-408.48
Paycheck		09/19/2017	ENOS, JACOB	1040 · CCHD US Bank Operating 4766			-206.99
Paycheck		09/19/2017	FANSLER, TRACIL	1040 · CCHD US Bank Operating 4766			-1,704.60
Paycheck		09/19/2017	GROGAN, MARK C	1040 · CCHD US Bank Operating 4766			-1,308.71
Paycheck		09/19/2017	HANKS, JUSTIN C	1040 · CCHD US Bank Operating 4766			-784.49
Paycheck		09/19/2017	HELMS, CHARLES A	1040 · CCHD US Bank Operating 4766			-2,036.64
Paycheck	2931	09/19/2017	KING, KARL K	1040 · CCHD US Bank Operating 4766			-956.79
Paycheck	2932	09/19/2017	NEWPORT, BILLY JOE	1040 · CCHD US Bank Operating 4766			-1,063.94

Crescent City Harbor Warrant List
September 16 - 28, 2017

Type	Num	Date	Name	Account	Class	Paid Amount	Original Amount
Paycheck	2936	09/19/2017	SALVARESSA, RICHARD	1040 · CCHD US Bank Operating 4766			-1,471.39
Paycheck		09/19/2017	TAVASCI, LANE D	1040 · CCHD US Bank Operating 4766			-1,324.18
Paycheck		09/19/2017	BAILEY, PATRICK A	1040 · CCHD US Bank Operating 4766			-147.49
Paycheck	2929	09/19/2017	BELCASTRO, ERIC	1040 · CCHD US Bank Operating 4766			-163.64
Paycheck		09/19/2017	BODMER, CECLIA	1040 · CCHD US Bank Operating 4766			-136.81
Paycheck		09/19/2017	ESSARY, BARBARA	1040 · CCHD US Bank Operating 4766			-580.26
Paycheck		09/19/2017	FEARS, TERI L	1040 · CCHD US Bank Operating 4766			-159.52
Paycheck	2933	09/19/2017	PHILLIPS, RONALD	1040 · CCHD US Bank Operating 4766			-107.49
Paycheck		09/19/2017	RAMSEY, JR, JAMES K	1040 · CCHD US Bank Operating 4766			-115.49
Paycheck	2934	09/19/2017	REGIS, WILLIAM	1040 · CCHD US Bank Operating 4766			-474.32
Paycheck	2935	09/19/2017	RIVENBURGH, DAVID	1040 · CCHD US Bank Operating 4766			-570.52
Paycheck		09/19/2017	SHAFER, BRANDON	1040 · CCHD US Bank Operating 4766			-393.99
Paycheck	2937	09/19/2017	SHANNON, TIFFANY R	1040 · CCHD US Bank Operating 4766			-485.26
Paycheck		09/19/2017	STONE, BRIAN	1040 · CCHD US Bank Operating 4766			-146.07
Paycheck		09/19/2017	TUBBS, PATRICE	1040 · CCHD US Bank Operating 4766			-433.63
Paycheck		09/19/2017	WHITE, WES	1040 · CCHD US Bank Operating 4766			-147.49
Liability Check E-pay		09/17/2017	EDD	1040 · CCHD US Bank Operating 4766			-736.63

Crescent City Harbor Warrant List
September 16 - 28, 2017

Type	Num	Date	Name	Account	Class	Paid Amount	Original Amount
				2145 · Accrued State Taxes Payable		-192.69	
				2145 · Accrued State Taxes Payable		-543.94	
						<u>-736.63</u>	
Liability Check E-pay		09/17/2017 EDD		1040 · CCHD US Bank Operating 4766			-233.55
				2145 · Accrued State Taxes Payable		-233.55	
						<u>-233.55</u>	
Liability Check 2938		09/17/2017 CARPENTERS LOCAL 751		1040 · CCHD US Bank Operating 4766			-80.00
				2167 · Union Dues		-80.00	
						<u>-80.00</u>	
Liability Check 2939		09/17/2017 STATE DISBURSEMENT UNIT		1040 · CCHD US Bank Operating 4766			-668.76
				2150 · Wage Garnishments		-475.00	
				2150 · Wage Garnishments		-193.76	
						<u>-668.76</u>	
Bill Pmt -Checl 2948		09/22/2017 ALLEGIANCE-CIT DOCK, GL, EQUIP		1040 · CCHD US Bank Operating 4766			-7,169.93
Bill	090117	09/01/2017		6300 · Insurance - Liability	1:CCHD	-7,169.93	
						<u>-7,169.93</u>	
Bill Pmt -Checl 2949		09/22/2017 ARAMARK INC		1040 · CCHD US Bank Operating 4766			-161.36
Bill	863018591	08/01/2017		6920 · Uniform Cleaning Service	1:CCHD	-69.63	
Bill	863049746	08/22/2017		6920 · Uniform Cleaning Service	1:CCHD	-37.94	
Bill	863060082	08/29/2017		6920 · Uniform Cleaning Service	1:CCHD	-53.79	
						<u>-161.36</u>	

Crescent City Harbor Warrant List

September 16 - 28, 2017

Type	Num	Date	Name	Account	Class	Paid Amount	Original Amount
Bill Pmt -Checl	2950	09/22/2017	BLACK & RICE LLP	1040 · CCHD US Bank Operating 4766			-292.50
Bill		09/18/2017		6400 · Legal Attorney Fees	1:CCHD	-292.50	
Bill Pmt -Checl	2951	09/22/2017	C RENNER PETROLEUM INC	1040 · CCHD US Bank Operating 4766			-121.26
Bill	CL41000	09/15/2017	FUEL	6204 · Mach/Equipment	1:CCHD	-69.98	
Bill	97763	09/18/2017	FUEL FOR MOBILE CRANE	6204 · Mach/Equipment	1:CCHD	-51.28	
Bill Pmt -Checl	2952	09/22/2017	D'SINEZ	1040 · CCHD US Bank Operating 4766			-120.00
Bill	2397	09/18/2017	Round Magnet signs for vehicle LOGO	6440 · Outside Services	1:CCHD	-120.00	
Bill Pmt -Checl	2953	09/22/2017	FRONTIER	1040 · CCHD US Bank Operating 4766			-410.65
Bill		09/18/2017		6800 · Telephone	1:CCHD	-410.65	
Bill Pmt -Checl	2954	09/22/2017	G.R. CONSTRUCTION	1040 · CCHD US Bank Operating 4766			-4,172.69
Bill	092017	09/20/2017	Logs and materials for sign at Harbor SIGNAGE_ TENANTS	6644 · Services Road , Park lot Sign	1:CCHD	-4,172.69	
Bill Pmt -Checl	2955	09/22/2017	HELMS, CHARLES	1040 · CCHD US Bank Operating 4766			-125.69
Bill	091917	09/19/2017	Pick up Magnetic logo signs for Harbor	6900 · Travel-Training Meetings&Local	1:CCHD	-28.35	
Bill	092117	09/21/2017	Woody Island Harbor Safety Meeting	6900 · Travel-Training Meetings&Local	1:CCHD	-97.34	
Bill Pmt -Checl	2956	09/22/2017	MENDES SUPPLY CO	1040 · CCHD US Bank Operating 4766			-157.79
						-125.69	

Crescent City Harbor Warrant List
September 16 - 28, 2017

Type	Num	Date	Name	Account	Class	Paid Amount	Original Amount
Bill	M-133322-00	09/19/2017	Towels, Soap	6761 · Janitorial	1:CCHD	-157.79 <u>-157.79</u>	
Bill Pmt -Checl 2957		09/22/2017	PACIFIC POWER	1040 · CCHD US Bank Operating 4766			-6,466.06
Bill	9012017	09/01/2017		6830 · Electricity	1:CCHD	-6,466.06 <u>-6,466.06</u>	
Bill Pmt -Checl 2958		09/22/2017	PRINCIPAL LIFE INS	1040 · CCHD US Bank Operating 4766			-133.04
Bill	100117	10/01/2017		6330 · Life-Admin	1:CCHD	-133.04 <u>-133.04</u>	
Bill Pmt -Checl 2959		09/22/2017	STOVER ENGINEERING	1040 · CCHD US Bank Operating 4766			-397.60
Bill	11086	08/31/2017	Storage Buildings on Starfish	6150 · Engineering	1:CCHD	-397.60 <u>-397.60</u>	
Bill Pmt -Checl 2941		09/22/2017	RECOLOGY DN	1040 · CCHD US Bank Operating 4766			-4,454.16
Bill	05150859	09/15/2017		6832 · Garbage	1:CCHD	-4,454.16 <u>-4,454.16</u>	
Bill Pmt -Checl 2960		09/22/2017	PORTER SCOTT	1040 · CCHD US Bank Operating 4766			-331.50
Bill	119344	09/19/2017		6410 · Other Legal	Other Legal	331.50 <u>331.50</u>	
Check	2961	09/26/2017	BRENDA BOGART	1040 · CCHD US Bank Operating 4766			-284.75
				5001 · Cost of Goods Sold- CCHD	1:CCHD	-284.75 <u>-284.75</u>	

Crescent City Harbor Warrant List
September 16 - 28, 2017

Type	Num	Date	Name	Account	Class	Paid Amount	Original Amount
Check	2962	09/26/2017	Crescent City Rocks	1040 · CCHD US Bank Operating 4766			-20.40
				5001 · Cost of Goods Sold- CCHD	1:CCHD	<u>-20.40</u>	
						<u>-20.40</u>	
Check	2963	09/26/2017	Crescent City Creations	1040 · CCHD US Bank Operating 4766			-29.75
				5001 · Cost of Goods Sold- CCHD	1:CCHD	<u>-29.75</u>	
						<u>-29.75</u>	
Bill Pmt -Check	2964	09/26/2017	BRENDA BOGART	1040 · CCHD US Bank Operating 4766			-284.75
Bill		10/01/2017		5001 · Cost of Goods Sold- CCHD	1:CCHD	<u>-284.75</u>	
						<u>-284.75</u>	
Bill Pmt -Check	2965	09/26/2017	CALIFORNIA MARINE AFFAIRS AND	1040 · CCHD US Bank Operating 4766			-1,350.00
Bill		10/01/2017		6110 · Dues, Memberships & Subs	1:CCHD	<u>-1,350.00</u>	
						<u>-1,350.00</u>	
Bill Pmt -Check	2966	09/26/2017	CHARTER	1040 · CCHD US Bank Operating 4766			-89.98
Bill		10/01/2017		6390 · Internet Service/ Spectrum TV	1:CCHD	<u>-89.98</u>	
						<u>-89.98</u>	
Bill Pmt -Check	2967	09/26/2017	Crescent City Creations	1040 · CCHD US Bank Operating 4766			-29.75
Bill		10/01/2017		5001 · Cost of Goods Sold- CCHD	1:CCHD	<u>-29.75</u>	
						<u>-29.75</u>	
Bill Pmt -Check	2968	09/26/2017	Crescent City Rocks	1040 · CCHD US Bank Operating 4766			-9.24
Bill		10/01/2017		5001 · Cost of Goods Sold- CCHD	1:CCHD	<u>-9.24</u>	

Crescent City Harbor Warrant List
September 16 - 28, 2017

Type	Num	Date	Name	Account	Class	Paid Amount	Original Amount
Bill Pmt -Chec	2969	09/26/2017	DN OFFICE	1040 · CCHD US Bank Operating 4766		-9.24	-73.77
Bill		09/25/2017		6771 · Office Expense	1:CCHD	-12.28	
Bill		10/01/2017		6771 · Office Expense	1:CCHD	-61.49	
						<u>-73.77</u>	
Bill Pmt -Chec	2970	09/26/2017	HELMS, CHARLES	1040 · CCHD US Bank Operating 4766			-97.44
Bill		10/01/2017	Eureka	6900 · Travel-Training Meetings&Local	1:CCHD	-97.44	
						<u>-97.44</u>	
Bill Pmt -Chec	2971	09/26/2017	MAIL ROOM	1040 · CCHD US Bank Operating 4766			-8.55
Bill	8.55	09/25/2017	Binding 3@\$2.65	6575 · Project-Master Plan	1:CCHD	-8.55	
						<u>-8.55</u>	
Bill Pmt -Chec	2974	09/26/2017	STREAMLINE	1040 · CCHD US Bank Operating 4766			-200.00
Bill		10/01/2017	Membership Fee	6110 · Dues, Memberships & Subs	1:CCHD	-200.00	
						<u>-200.00</u>	
Bill Pmt -Chec	2975	09/26/2017	VSP	1040 · CCHD US Bank Operating 4766			-185.03
Bill		10/01/2017		6360 · Vision-Admin	1:CCHD	-130.83	
				2159 · Accrued Vision Insurance	1:CCHD	-54.20	
						<u>-185.03</u>	
Check	1129	09/17/2017	CLR Laundry	1045 · Redwood Harbor Village			-136.00
			LAUNDRY INCOME	4048 · Laundry Facility RV Park	Redwood Harbor Village	-136.00	
						<u>-136.00</u>	

Crescent City Harbor Warrant List
September 16 - 28, 2017

Type	Num	Date	Name	Account	Class	Paid Amount	Original Amount
Check	1130	09/17/2017	CLR Laundry	1045 · Redwood Harbor Village			-103.60
			LAUNDRY INCOME	4048 · Laundry Facility RV Park	Redwood Harbor Village	-103.60	
						<u>-103.60</u>	
Check	1139	09/17/2017	Roy Miller	1045 · Redwood Harbor Village			-25.00
Credit Memo	322238	09/19/2017	Deposit Key Refund	2180 · Deposits-Key	Redwood Harbor Village	-25.00	
						<u>-25.00</u>	
Bill Pmt -Checl	1136	09/17/2017	ED MARTIN	1045 · Redwood Harbor Village			-350.00
Bill	534075	09/07/2017	RHV PICNIC TABLES	6440 · Outside Services	Redwood Harbor Village	-350.00	
						<u>-350.00</u>	
Bill Pmt -Checl	1137	09/17/2017	Frito-Lay	1045 · Redwood Harbor Village			-96.18
Bill	14832154			1120 · Inventory Asset	RHV Gift Shop	-96.18	
						<u>-96.18</u>	
Bill Pmt -Checl	1138	09/17/2017	WOODS PLUMBING	1045 · Redwood Harbor Village			-320.00
Bill	J20855	09/12/2017	RHV PLUMBING	6769 · Plumbing	Redwood Harbor Village	-320.00	
						<u>-320.00</u>	
Bill Pmt -Checl	1140	09/22/2017	Coca-Cola	1045 · Redwood Harbor Village			-183.72
Bill	54279			1120 · Inventory Asset	RHV Gift Shop	-183.72	
						<u>-183.72</u>	
Bill Pmt -Checl	1141	09/22/2017	CRESCENT RIVERS VIRTUAL SERVIC	1045 · Redwood Harbor Village			-315.00

Crescent City Harbor Warrant List
September 16 - 28, 2017

Type	Num	Date	Name	Account	Class	Paid Amount	Original Amount
Bill	121	09/19/2017	Finished building Website	6010 · Advertising/Promotion	Redwood Harbor Village	-315.00	
						-315.00	
Bill Pmt -Checl 1142		09/22/2017	G.R. CONSTRUCTION	1045 · Redwood Harbor Village			-1,115.56
Bill	092017	09/20/2017	Logs and materials for sign at RV Park	6644 · Services Road , Park lot Sign	Redwood Harbor Village	1,115.56	
						1,115.56	
Bill Pmt -Checl 1143		09/22/2017	MENDES SUPPLY CO	1045 · Redwood Harbor Village			-174.87
Bill	M-132841-00	09/12/2017	Pinetol, Towel, Mini-Tiss, Peroxy Foamir 6761 · Janitorial		Redwood Harbor Village	-174.87	
						-174.87	
Bill Pmt -Checl 1144		09/22/2017	STOVER ENGINEERING	1045 · Redwood Harbor Village			-715.00
Bill	11086	08/31/2017	RV Parking RV Cost Estimate	6150 · Engineering	Redwood Harbor Village	-715.00	
						-715.00	
Bill Pmt -Checl 1145		09/22/2017	RECOLOGY DN	1045 · Redwood Harbor Village			-1,345.65
Bill	05149158	09/15/2017		6832 · Garbage	Redwood Harbor Village	-1,345.65	
						-1,345.65	
Bill Pmt -Checl 1146		09/22/2017	SUBURBAN PROPANE	1045 · Redwood Harbor Village			-217.49
Bill	091917	09/19/2017		6201 · Propane	Redwood Harbor Village	-217.49	
						-217.49	
Check	1147	09/26/2017	Crescent City Rocks	1045 · Redwood Harbor Village			-9.24
				5001 · Cost of Goods Sold- CCHD	RHV Gift Shop	-9.24	
						-9.24	

Crescent City Harbor Warrant List

September 16 - 28, 2017

Type	Num	Date	Name	Account	Class	Paid Amount	Original Amount
Check	1148	09/26/2017	MIKE JOHNSON	1045 · Redwood Harbor Village			-50.00
Credit Memo	322245	09/24/2017	Father had a major heart attack RV Daily Space Rent	4073 · RV Rentals	Redwood Harbor Village	-50.00 -50.00	
Check		09/24/2017	CLR Laundry	1045 · Redwood Harbor Village			-103.37
				4048 · Laundry Facility RV Park	Redwood Harbor Village	-103.37 -103.37	
Bill Pmt -Checl	1149	09/26/2017	CRESCENT ACE HARDWARE	1045 · Redwood Harbor Village			-6.44
Bill	684199	09/26/2017	Weatherstripping Restroom Doors	6630 · Buildings	Redwood Harbor Village	-6.44 -6.44	
Bill Pmt -Checl	1150	09/26/2017	FRONTIER	1045 · Redwood Harbor Village			-47.14
Bill		09/26/2017		6800 · Telephone	Redwood Harbor Village	-47.14 -47.14	
Bill Pmt -Checl	1151	09/26/2017	TERRY'S WEARABLE ART	1045 · Redwood Harbor Village			-44.00
Bill		09/26/2017	Embroidery: Redwood Village Logo Cres	1120 · Inventory Asset	Redwood Harbor Village	-44.00 -44.00	
				WARRANTS ISSUED SINCE September 19,2017			-60,366.85
				DEPOSITS RECEIVED SINCE September 19 , 2017			17,072.38



Special 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	August 24, 2017 9:00 A.M.

Call to Order

President Phillips called the meeting to order in open session at 9:07 A.M.

Roll Call

Present were Commissioner Ramsey, Commissioner Stone, Commissioner Bailey, and President Phillips. Staff present included Harbormaster Helms.

Also present, George Williamson, Richard Young, Randy Hooper (Del Norte County)

Absent: Commissioner White

Pledge of Allegiance

The Pledge of Allegiance was led by Richard Young

President Phillips started with introductions

Public Comment

President Phillips asked for public comment-No comments brought forth.

Facilitated discussion about the Harbor District's Land Use Plan.

Richard Young opened discussion with his presentation.

The reason for today's special meeting is to discuss the importance of updating the Harbor Land Use Plan. It has not been updated since 1986. The existing plan is out of date. A modern Land Use Plan is necessary to improve the Harbor's business model.

The reason for discussion on the existing Land use Plan is because it's important to try to understand and avoid repeating mistakes that the 1986 Plan had. How the changing economic setting, land use and development, access and recreation, and coastal resource protection effect the business operations. Review Policy and procedures.

Economics is a fundamental problem for the Harbor. Coastal Act has a preference for preserving commercial fishing. If the Harbor decides to move away from commercial fishing, we will have to document that very carefully for the Coastal Act so they understand why the decision was made.

This Harbor began as a shipping port. Then the fishing industry became important. The Harbors income became dominated by recreational and commercial fishing for many years. It is a great harbor to fish out of. It has a protected entrance, a state entrance, convenient, adjacent to some very productive fishing grounds. ***Fishing has been and will be a key piece of the Harbors business Plan.***

The 1986 Land Use Plan Relied entirely on projections of continued rapid growth in commercial and recreational fishing, plus potential increase in barge traffic. But they ignored underlying causes. Causes like, down turn in fisheries and an increase in fishing regulations.

Richard Young presented background to the four (4) fisheries which dominate Landings in Crescent City: Salmon; Ground fish; Shrimp; and Crab. How their productivity affects commercial boats, community, Harbor, and county. How overfishing and environmental issues has led to more restrictions and fish being placed on the endangered species list. Discussion among Harbor Board on restrictions placed on Salmon including hatchery fish. Declining Salmon (coast wide) devastated the Salmon fleet, including their support industries (fuel, ice, gear suppliers, repair shops, entire community businesses and the Harbor). Leaving the Harbor and its fishing tenants dependent on three (3) fisheries, Ground Fish, Shrimp, and Dungeness crab. These make up over 90% of the total seafood landings in Crescent City Harbor. Ground fish is different. It has over ninety (90) species, which are long lived; many species live together and caught together. Landings do not always reflect abundance. Ground Fish fleet is smaller on all of the west coast and declining. This affects everything as does Salmon. Shrimp and the size of stock, primarily determined by environmental conditions. If you get favorable ocean currents, water temperature, solidity, you may have good catch. Down side, the Harbor cannot process Shrimp here because of the ensuing wastewater. Not sure if Crescent City's wastewater plant can handle it. Dungeness crab resource has been biologically well managed by the three S's- size, sex, and season. But, it's still a fishery that can be unstable due to environment and this can be alarming. Fisheries have changed a lot. Loss of fishing and Crab permits has a great effect on the dynamics of the harbor and the ability to increase revenue. There is much uncertainty about biological productivity, Salmon species at low levels, Ground Fish; a highly regulated multiple species, Shrimp, and Dungeness crab are extremely variable. Bottom line, uncertainty.

Other factors that contribute to the decline in revenue, processors down 50%, recreational fishing is less popular.

Looking to the future, there is room for growth. Can there be an increase in fishing industry (rebuilding species), knowing fishing will no longer be as dependable as it has in the past. Fishing is important to the community for tourist attraction, export industry and good jobs. But, uncertainty and variables need flexibility.

In final, Richard Young stressed the Harbor is an Enterprise district. Districts that provide direct, marketable benefits. That are often organized around the sale of their product or service. Harbor needs to be flexible in our use of the lands. The Harbor has diffused community benefits. We have to understand the need to change business model to reflect how we plan to go forward.

Commissioner Stone raised the question, are there other options beside tourist increase that we should be looked at. He does not want us to be short sighted.

Discussion regarding how changes in the use of the land in the harbor. What role the CA. Coastal Commissions will play. Ideas and suggestions were made on changes that can be done immediate and long term.

What do we do next? How to direct staff to what needs to be done based on information in the background information. Review policy and procedures, make necessary changes. Once approved by the Board, needs to go to environmental, city and county. Finally, to California Coastal Commission for final approval.

Richard Young presented land use plan, draft policies, programs, and goals. He explained the language regarding the use of policy and the use of the word "goal" and how they may affect the way we make changes.

Commissioners brought attention to the increase in the size of the boats and how it's effecting the harbor. The boats are taking up the space originally designed for two boats. This issue needs addressing.

Richard stated he has a couple of suggestions as we move forward. Started by saying that fishing will be the key piece in plan. Maybe changing the way we charge for boat slips. Instead of per slip, charge per square foot.

2.1.2 Coastal Land use Plan Map. He suggested that we need to make zone changes. So that in the future zones will reflect what you would be able to do, like putting in a hotel/motel in an area that was otherwise zoned for something different. He suggested that area near Chart Room that is currently zoned HDR (Harbor Dependent Recreational) be changed to HSVC (Harbor Visitor Service commercial), to allow for the future build of hotel/motel, or something else. Also, Redefine green areas near Highway 101 for future development. Randy Hooper (County Rep.) suggested that we do an environmental review, and also include tribal input for protection under revision. Some areas are RCA (Resource Conservation Areas).

P2.2.1 - Location of New development - Parking Plan may be required for future plan. That doesn't interfere with public access.

P2.3.1 - Visitor-serving and Recreational Facilities - Maximum flexibility. Be open, but have a plan. President Phillips suggested that we can be specific, but mindful. Harbormaster Helms agreed to work with county and see what they have in mind for land uses.

P2.3.3-4 Visitor-serving and recreational facilities - Enhance and review.

P2.3.1-6 - Need to accommodate Low and Moderate income visitors.

P2.3.1-7 - Need to review and modify.

P2.3.1 - Visitor-serving and recreational facilities - Programs-reasonable

P2.4 - Coastal –dependent/related and industrial development - Can we remove this? Less is better. Simplify.

P2.4.1-3 and 4 - Can we combine commercial and recreational? Only in certain instances do they need separation.

P2.4.1-5 - Pay close attention to this policy. Maybe put in some sort of flexibility for the future

P2.5.2 Tsunami inundation and sea level rise - G2.5.1-1&2. Even though they are goals, very important to the Coastal Commission!

G-2.5.1-1 - Will be negotiable with California Coastal Commission and D.N. County.

2.5.1-3 - Applies to human occupancy-need to develop Tsunami safety plan.

2.5.1-5 - it was a conscience decision, not to have people live here in the harbor. One exception is the RV parks. Commissioner Bailey suggested storage units that had apartments above. In reviewing this policy, discussion on what could be done here to create an income stream. What are the benefits of residents versus temporary occupancy? Randy Hooper from county suggested to think about displacement of residence during a Tsunami.

2.5.2- Tsunami inundation and sea level rise – Programs

Expensive but needed. Have to have. Critically important.

P3.1.1-1 Shoreline Access - Policy important to keep visitors away from business areas such as Alber & Fashion Blacksmith. Certain areas are dangerous for public access.

3.1.1 Shoreline Access programs - We still have extensions that need to be done.

3.2.1 Vessel Launching - should we add some modifier language? Discussion on how to improve

3.2.2 Berthing and Storage – Policies, Programs discussion on the language. Like the word sea worthy. Need evaluation.

4.1.1.1-4 Harbor biological Resources - There is a need for a buffer for new development.

4.1.1.1-5 - 100ft from protected wet lands. Like on the back side of RV park.

4.1.1-6 Coastal Zone - applied to new development.

Richard Young stated although there is no value, but it shows that we are aware.

4.2.1 Water Quality - Standard

4.2.1 programs - George Williamson suggested approaching the schools to do a project.

4.3.1-3.Diking, Filling, Dredging, and Dredge Spoils disposal - suggested that the word “aggressively” be removed from paragraph and just leave it with “pursue”.

G-4.4.1-1 Coastal views-Problem with the green area in front of Harbor on HWY 101. Be mindful if developing this area and the view hotels have across the street.

P4.4.1-3 - Re-evaluate, be cognitive of how it’s written.

P4.4.1-4 - Delete portion and re-designate, rename RCA, remove the word, “portion”.

4.5.1 Cultural resources - add Tolowa Dee-ni Nation

George Williamson started off by thanking Richard Young for setting up the baseline.

Key issues important to establish baseline: Land use; Harbor Biological Resources; Water Quality, Diking, Filling Dredging & Spoils Disposal; Coastal Views & Access; Cultural Resources.

Important because we are considering a discretionary action in Land Use Plan update subject to the California Environmental Quality Act - CEQA.

Mr. Williamson shared his enthusiasm for the possible zone changes from a CR to RCA industrial zone or combo. Also, what Richard Young has done has simplified what he has to do. Suggests really reviewing zoning plan and Land Use. The term LCP is used to described land use plan and zoning.

CEQA-implication of services analysis has been done. Harbor District-Harbor Plan Mitigated Negative Declaration-Dec.2005 provided good analysis which is still relative today. A lot of good work has been done. Harbor District Promenade Coastal Trail Initial Study & mitigated negative declaration, June 2012 to be used as a baseline moving forward. Also use to maximum advantage. It has already been adopted. Inner Boat basin rehabilitation Project environmental Assessment - July 2010, Analysis & Mitigation that were accepted and implemented are good documents to use and maximize our advantage. Planwest environmental scope of Services, these are the steps, need to budget filing fees. CEQA requires environmental effects be evaluated, intended for them to review. Write about, and check list. Required CEQA Process steps have determined next steps. Public review steps in CEQA, this is the opportunity to hear concerns, getting things on record, rarely requires consultation, and early notice. Uses of the proposed LUP/zoning IS/MND in city & County local Coastal Plan application review. Once approved by Coastal Commission and Harbor district, they become advocates for us with the City and County.

In closing Mr. Williamson shared a story of while working with another harbor district was able to get flexibility with zone changes that land zones coincides how land use is used today since industry has changed. County, District, cooperative efforts to the Coastal Commissions.

George Williamson stated that based on today, he will come back with scoping report. Issue a notice of intent. Let everyone know we are working on the Land Use Plan.

Public Comment

President Phillips asked for public comment. Received: NONE

Adjournment

The Board of Harbor Commissioners adjourned at 2:30 p.m. to the next scheduled meeting on Tuesday, September 5, 2017 at 5:30 P.M. at the Harbor District Office, 101 Citizens Dock Road, Crescent City, California.

Attest:

Cecilia Bodmer

Ronald A. Phillips, President

Patrick A. Bailey, Secretary



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	September 19, 2017 5:00 p.m.

Call to Order

President Phillips called the meeting to order in open session at 5:02 p.m.

Roll Call

Present were President Phillips, Secretary Bailey, Commissioner Ramsey, Commissioner Stone and Commissioner White.

Staff; CEO/Harbormaster Helms, Deputy Harbormaster Tavasci, Financial Director Fansler.

Autumn Luna-Legal Counsel.

Absent: NONE

Pledge of Allegiance

The Pledge of Allegiance was led by Deputy Harbormaster Lane Tavasci.

Public Comment

President Phillips asked for Public Comment - None received.

Adjourned to closed session: 5:04 p.m. to discuss the following item:

Fishing Vessel: Linda Dawn.

Meeting commenced in open session 5: 15 p.m.

President Phillips asked if there was anything to report from closed session.

Harbormaster Helms stated: Nothing to report.

Public Comment NONE.

Business Items

1. Consent Agenda

- A) Approval of the warrant list since the September 5,2017 Harbor Commission Regular Meeting
- B) Approval of the minutes of the September 5,2017 Harbor Commission Regular Meeting

Discussion and clarity on Warrant list since September 5, 2017, ensued as follows: Pg. 2. Charlie Helms US Bank for travel.

The following corrections were noted on Minutes of September 5, 2017: Pg. 5 under Finance Committee should read, California Supreme Court, adding in "Court". Pg. 6, 4th line down should read "Democratic Party BBQ", not Grills gone Wild.

Action: On a motion by Commissioner Ramsey, seconded by Commissioner Stone, to adopt warrant list since September 5, 2017, and to adopt as amended minutes September 5, 2017.

Motion carried 5-0 polled vote.

President Phillips asked for public comment – NONE received.

2. Approval of Memorandum of Understanding (MOU) with Del Norte County on Emergency Management cooperation.

Action:

Motion by Commissioner White, Seconded by Commissioner Ramsey to approve signing MOU in cooperation with Del Norte County. Motion carried 5-0 polled vote

3. Report by George Williamson, Planwest Partners, on edited document on scope of Land Use Plan project which was approved at the prior Commission Meeting and presentation of CCHD Local Coastal Program Amendment Zoning Changes.

Harbormaster Helms asked that item be pulled. In speaking with Rich Young and George Williamson the document submitted does not incorporate information Randy Hooper and Del Norte County zoning classification.

Action: Pulled

4. Authorization to purchase an Assistive Listening Device (ALD) to comply with Americans with Disabilities Act Guidelines.

Action:

Tabled until we have further information on costs, requirements, and co-operation with other local agencies.

5. Caltrans Crescent City South Gateway Project presentation slides.

Slides were provided in packet. Harbormaster Helms shared Slides (presented in paper form) and explained proposed improvements by Caltrans from his last TAC (Technical Advisory Committee) meeting. Discussion on proposed plans ensued. Caltrans is committed to doing south gateway. These slide pictures were presented to the County Board of County Supervisors. The construction of "up to" 900' of sidewalk on west side of US 101 between Anchor Way and Citizen Dock Rd. Sidewalk also being constructed of 100' section along east side of US 101. Presentation also included other improvements on medians, Crosswalk, and an elimination of existing pedestrian bridge.

ACTION: NONE. Presentation for information only.

6. Grant Deputy Harbormaster authority to sign as point of contact on Division of Boating and Waterways (DBW) grant award to dismantle abandoned vessel.

Harbormaster Helms stated the since Deputy Harbormaster Tavasci filled out Grant application for Abandoned water ways fund, he is the point of contact, and he needs to be able to sign. If he does not get authorization from board to sign for this Grant, then we would have to re-apply.

Action:

Motion by Commissioners White, seconded by Commissioner Stone to authorize Deputy Harbormaster Tavasci to sign for Abandoned Water Ways Fund (SAVE) Grant.
Motion carried 5-0 polled vote.

7. Discussion concerning retaining a Real Estate Professional to represent the Harbor District in marketing available lease properties.

Harbormaster Helms shared his thoughts on finding an aggressive Realtor. Harbor should provide them with a standard lease they can use. It would save us additional money with Legal Counsel constructing lease every time. The cost of Agent could be around 10% of lease. It was generally agreed with board and Harbormaster that we need Agents that would provide a presentation. In presentation, learn what they must offer for marketing and what their costs would be. Commissioner Stone suggested sending a letter to the Board of Realtors regarding our interest in securing an Agent. President Phillips suggested we need their presentation by Nov meeting or if not, after the first of the year. Harbormaster Helms will draft a letter and bring it back to board. Commissioner Ramsey would like to see a Brewery or restaurant come into old Englund building.

Commissioners are asking for Agent that will market all of Harbor, not just Englund Marine.

Action:

Motion by Commissioner Stone, seconded by Commissioner White to have Harbormaster Helms draft solicitation letter to local and Eureka Board of Realtors to market all of Harbor properties, lease out and find potential Developers to develop Harbor on Land Use Plan. **Motion carried 5-0 polled vote.**

8. Discussion about utilizing the old Englund Marine Building, 201 Citizens Dock Road, for a Crafts/Farmer's market space.

Commissioner Ramsey suggesting using old Englund Marine building for furthering Farmers Market/Craft/Antique vendors through the winter starting in November. It is suggested that it could be divided up into 30-50 or so booths, and charge a monthly fee of around \$100 depending on size or 3% of sales. Suggestions of having food vendors,

Using some type of vendor number system on their price tag so it identifies them. Have one cashier. Need to think about marketing. President Phillips suggested getting with potential prospects and see who all would be interested in being part of it. Need more information. Plan needs forming.

Action: No Action Taken

9. Request that the Harbor Commissioners declare certain harbor equipment as surplus.

Harbormaster Helms presented items that are being requested to surplus. His findings after review of ordinances are that some items can be sold on places like Craigslist and Facebook. They do not require auctioning. After we declare items surplus, we can move forward and advertise them on sites.

Action: Motion by President Phillips, seconded by Commissioner Ramsey, to accept certain harbor equipment as surplus. **Motion carried 5-0 polled vote.**

10. CEO Report-

Harbormaster Helms will be reporting on goals set by Board. He gave Debt Reduction Update. Met with John Thompson from Trees of Mysteries, for developing effective marketing for CCHD Tourist serving developments. He was a wealth of knowledge. Updates on Tsunami Experience Development Process and Project funding process. Met with Crista Stewart, Director of Grants, and Rick Warner, Tribal Vice Chairman, Elk Valley Rancheria to share plans for tourist serving developments at the Harbor. Other activities included in his written report.

President Phillips asked Harbormaster Helms to write a letter to State Water Resource Control Board on their increase of fees. Harbormaster Helms stated he did write a letter in opposition to their increase of fees. Further stating, other Agencies has also written letters in opposition.

Discussed P&L on RV Park. Finance Director Fansler Explained \$43,000 in loss due to Electrical updates of \$57,000. Replaced (46) electrical supply boxes. We should start to see more positive numbers in the next four (4) months. Deputy Harbormaster shared that due to the age and condition of the boxes, were in desperate need of updating to be safe. Further stating, on a positive note, State Housing Inspector reviewed all of the improvements and was quite satisfied.

Harbormaster Helms shared a few highlights on P&L. Bottom line for this month's revenue; we are in the positive about \$9,000. Poundage and inner boat basin is low. Rent and concessions up a little.

Commissioner White asked why the 50% increase in fuel. Deputy Harbormaster Tavasci explained most of that is due to the increase in security. We now have 24 hour per day Security on the weekends. On final note, Harbormaster Helms shared that we received CA Coastal Commission waiver for the Topper Industries Inc., gates.

11. Commissioner Reports

Chamber of Commerce- Commissioner Ramsey reported a Chamber of Commerce did not attend last mixer last Thursday. Commissioner Bailey did attend and stated it went very well and was well attended. Klamath Chamber will be having a progressive mixer, no schedule at this time.

Commissioner White added that Redwood Conservancy is having their mixer this Thursday at Redwood Parks 5:30-7pm.

Tri-agency-Commissioner Stone Reported that they did meet. Discussed a bill from Tamara Leighton on report to the Chamber of Commerce on the TOT, terms and conditions have not been met.

IGRC-President Phillips. Nothing

Harbor Safety Committee-Harbormaster Helms. Nothing

Commissioner White-Redwood Conservancy-Redwood Parks is having a mixer this Thursday 5-7pm.

Commissioner White-Visitors Bureau-No meeting

Alternate Financing Committee-Commissioner Stone stated they are moving forward with S.C.I. Also, read a report about Supreme Court decision, but still unclear. Hoping to make the question of sales tax or property tax move forward.

12. Board comments.

Commissioner Ramsey- Friends received \$33 in donations at farmers market last Saturday. Working on Haunted House final details. Fire Marshal is requesting nothing flammable. Friends of the Harbor will have a Mixer with Chamber of Commerce; Dec 14, 2017.

What's going on with Solar Project-Deputy Harbormaster Tavasci shared that Bob Black and Alex Lemus with REC, have in principle come to agreement. Mr. Lemus & Mr. Black are working on final draft. In an email received this morning from Mr. Black, it stated Final Draft should be ready to present to Board by October 3rd meeting.

Commissioner Bailey shared he will be out of town starting the 1st of October for two weeks. Like the progress we have made.

Commissioner Stone; Worked on the Ordinances Codification project. We are just about done. Can we have an MOU with the County on dual usage of North and South Beaches? We have no understanding on who's responsible for what. DHM Tavasci stated he reviewed with the County, other than the MOU voted on this evening; there are no other MOU's in existence. Further discussion is needed.

Commissioner White inquired about the new pilings. Harbormaster Helms clarified that they will be used for tenant signage. This allows signage to conform to our design guidelines. They will all be painted black, with white top caps put on them. Other signs in the Harbor will also be updated to our design guidelines. Mr. Helms, also stated that he wrote letters to other tenants regarding their signs in regards to Harbor Ordinances, even though, the signs are posted on Caltrans right away.

President Phillips; there will be a time that we need to have a new Attorney service. It was elaborated that we need one that has knowledge of harbors and their operations. Keep moving forward on Land Use Plan.

President Phillips asked for public comment; NONE received.

Motion to Adjourn by Commissioner Ramsey, seconded by Commissioner Stone. Motion carried.

13. Adjournment

The Board of Harbor Commissioners adjourned at 7:29 p.m. to the next Regular meeting on Tuesday, October 3, 2017 at 5:30 p.m. at the Harbor District Office, 101 Citizens Dock Road, Crescent City, California.

Attest:

Cecilia Bodmer, Secretary to the Board

Ronald A. Phillips, President

Approved this ____ day of _____, 2017

Patrick A. Bailey, Secretary



October 03, 2017

Agenda Item #2:

**Presentation by James Haussener, Executive Director,
California Marine Affairs and Navigation Council.**
Discussion of CMANC efforts on behalf of California Harbors.

Background:

Mr. Haussener, will present CMANC efforts on behalf of California Harbors

Recommendation: Review, discuss and approve as necessary.



October 03, 2017

Agenda Item #3:

Discussion and Review Ordinance #48; Temporary Crab Pot Storage.

Discuss, approve and direct staff accordingly.

Background:

Staff is proposing amending Ordinance Number; 33-2000 Article III- Section 8.300 (A-D)

It may behoove the Harbor District to add Sub-section (E) via the #48 ordinance.

The addition of Temporary (Seasonal) Crab Pot Storage rules and regulations will authorize the District to fully control all aspects of Crab Pot entry to the harbor through the removal process at end of season.

Explains in detail the operational details from: Designated Areas, Recovered Crab Pots, Lottery, Rental of Spaces, Free Storage, Registration, End of season, Storage; which is non-compliant, cleaning of spaces and Liability of Lessee.

Recommendation: Review, discuss and approve request to proceed with amendment process.

**CRESCENT CITY HARBOR DISTRICT
NOTICE OF PROPOSED ORDINANCE**

NOTICE IS HEREBY GIVEN that on Tuesday, October 3, 2017 at 8:00 p.m., or as soon thereafter as the matter may be heard, at the Harbor District Office, 101 Citizens Dock Road, Crescent City, California, the Board of Harbor Commissioners of the Crescent City Harbor District will consider for adoption Ordinance No. 48, "An Ordinance Adopting Temporary Crab Pot Storage and all related rules and regulations." The ordinance adopts Designated Areas, Recovered Crab Pots, Space lottery, Rental, Free Storage, Registration, End of Season, Storage, Cleaning and Liability of Lessee. The ordinance (#48) will be effective immediately upon adoption. A copy of the ordinance is available for public inspection during business hours (8:00 a.m. to 4:00 p.m.), Monday through Friday, at the District office located at 101 Citizens Dock Road, Crescent City, California.

/s/

Pat A. Bailey
Secretary of the Board

Publication Date:

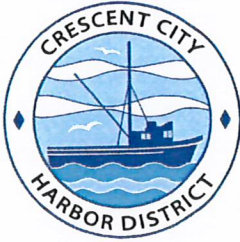
CHAPTER 8 – DISTRICT PROPERTY REGULATIONS

8.300 – Storage Yards & Areas

E) Temporary Crab Pot Storage

- 1) **Designated Areas.** The Harbormaster or designee shall designate certain areas of District property to be used for the storage of crab pots. The area shall be divided into individual spaces and marked with numbers and/or letters for identification.
No Crab pots are allowed to be stored at any other area, other than tenants designated space. (Except as noted in E-2 of this Chapter)
- 2) **Recovered Crab Pots.** Must be unloaded ONLY at Citizens Dock hoist area. Then immediately transferred to the designated space located at the Southern corner of Public hoist & cable dock seawall.
- 3) **Lottery.** Each person with a current berthing permit who enters his or her name before 12:00 PM on the last Wednesday of October shall be included in a lottery for choice of storage space. At such time as the Harbormaster shall designate during the last day of October, the District shall hold a drawing to assign spaces for all requests received by the deadline date.
- 4) **Rental.** After the lottery is held on the last day of October, all other persons (with current berthing permits) may rent spaces on a first come, first serve basis.
- 5) **Free Storage.** As of the last Friday of October to the last Friday of November, storage in a designated fee free storage area will be available for all persons with valid berthing permits until three (3) days after the day gear is set.
- 6) **Registration.** Any person using a designated area to store crab pots, free or paid, must register with the Harbor District office.
- 7) **End of Season.** All crab pots shall be removed from the harbor area within two (2) weeks of the end of that tenants crabbing season. Tenants are required to notify Harbor office upon completion of their crabbing season. Failure to comply within the two (2) weeks, will result in being assessed the monthly space fee rate.
- 8) **Storage.** Any crab pots or other gear which are stored on District property and not in compliance with this section may be removed by the Harbormaster and the **owner fined**. Any crab pots which are found on District property and are not properly marked for identification will be removed and turned over to the Department of Fish & Game.
- 9) **Cleaning.** If District Staff is required to clean up any space, the registered party will then be charged current district labor rates, per the current Fee schedule.
- 10) **Liability of Lessee.** The provisions of subsection C – Liability of Lessee – also apply to any person renting a designated space under this section.

(Ord. No. 33-2000, Ord. No. 48-2017)



October 03, 2017

Agenda Item #4:

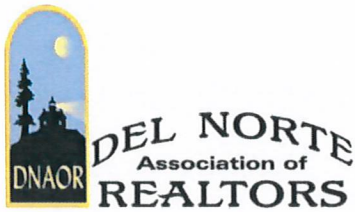
Del Norte Association of Realtors requesting to place a Memorial Bench in honor of Norma Cassady.
Discuss, approve and direct staff accordingly.

Background:

Norma Cassady was a local realtor for Bayside Realty. Norma unfortunately passed away last year shortly after her retirement.

The Del Norte Association of Realtors in order to honor her memory, respectfully request your approval for this memorial bench.

Recommendation: Review, discuss and approve request.



July 10, 2017

Honorable Harbor Officials,

On behalf of the Del Norte Association of Realtors we would like to formally request permission to permanently place a memorial bench in honor of Norma Cassady. Norma was a local realtor who unfortunately passed away last year shortly after retiring. It would mean the world to us to be able to place a bench in her honor in the harbor located across from Bayside Realty where Norma practiced her trade.

We believe that this would not only enrich and beautify the harbor itself but give travelers and visitors a place to sit and enjoy the beautiful harbor that your board has worked so hard to achieve.

Respectfully,

Joshua Clemons

President 2017 Del Norte Association of Realtors



Site.

ne Bioswell.

CCHD "A" Dock

Norma Cassady Memorial Bench

