

Board of Harbor Commissioners

Crescent City Harbor District

6 June 2023

Regular Harbor Commission Meeting



Regular Meeting

Board of Harbor Commissioners of the Crescent City Harbor District

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

AGENDA

- Date:** **Tuesday, June 6 2023**
- Time:** **Open Session 2:00 p.m., Closed Session follows**
- Place:** **101 Citizens Dock, Crescent City, CA, and via Zoom Webinar,**

VIRTUAL MEETING OPTIONS

TO WATCH (via online)

<https://us02web.zoom.us/j/6127377734>

TO LISTEN (via telephone)

Dial (669) 900-6833, please enter 612 737 7734# (meeting ID)
or, one tap mobile: +16699006833,,6127377734#

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

- a. Approval of the Meeting Minutes of the May 16, 2023 Regular Meeting.**

2. Comptroller's Report, Review Balances

3. Unfinished Business

- a. Grants Update**
- b. Discuss Future Harbor Involvement in Tri-Agency**
- c. Harbormaster Conference Update – Commissioner Adams and CEO Petrick**
- d. Dredge Tailings Beneficial Use Permit Update**
- e. Dredge Permit Update**

4. Communications and Reports

- a. CEO/Harbormaster Report**
- b. Ad Hoc Committee Reports (as needed)**
- c. Harbor Commissioner Reports**

5. Closed Session

a. CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION

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

Potential Initiation of Litigation: two potential cases

b. PUBLIC EMPLOYEE PERFORMANCE EVALUATION

(Government Code section 54957(b)(1))

Title: CEO/Harbormaster

6. Adjourn Closed Session

7. Report out of Closed Session

8. Consideration of Amendment to Employment Agreement with CEO/Harbormaster

9. MEETING ADJOURNMENT

Adjournment of the Board of Harbor Commissioners will be until the next meeting scheduled for Tuesday, June 20, 2023, at 2 p.m. PST. 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

- a. Approval of the Meeting Minutes of the May 16, 2023 Regular Meeting.**

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

May 16, 2023
2:00 p.m.



Board of Harbor Commissioners of the Crescent City Harbor District

MINUTES

Open Session, Tuesday May 16, 2023 at 2:00 P.M.

CALL TO ORDER: **2:00 PM**

ROLL CALL:

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

ABSENT:

QUORUM:

PLEDGE OF ALLEGIANCE:

PUBLIC COMMENT:

A member of the public inquired about Harbor plans for restrooms on South Beach.
No other members of the public commented.

1) CONSENT CALENDAR:

1A) Approval of Meeting Minutes from May 2nd, 2023.

Commissioner Stone **moved** to approve the previous meeting's minutes, Secretary Adams **seconded** the motion. President White called for a vote:

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

AYES: STONE, WEBER, ADAMS, SHEPHERD, WHITE // **NAYS:** NONE

ABSENT: NONE // **ABSTAIN:** NONE

2) COMPTROLLER’S REPORT/ REVIEW BALANCES

Comptroller Thomas Zickgraf reviewed the balances with the Board, noting that some balances which currently appear negative are due to prepayments. Comptroller Zickgraf also noted that the Moffat and Nichol bid was approved, which impacted the total unrestricted funds.

In his report, Comptroller Zickgraf highlighted the efforts being made to catch up on A/R collections. He also reported that the need for the Harbor to issue 30 and 60-day notices was decreasing, with credit to the active engagement of Harbor office staff to keep things current. No members of the public commented.

3) NEW BUSINESS

3A) Review and Vote to Approve Northern Knights Car Show and Swap Meet

Harbormaster Petrick shared details from the Event Committee's meeting with Northern Knights; including space layout, costs, and needed insurance for the event.

President White asked for public comment. A member of the public noted that the current layout could interfere with the safety of the Farmer’s Market scheduled for the same day. This led into a discussion into how best to maximize safety with alternative parking plans or other arrangements. After discussion, the Board requested that Harbormaster Petrick present these concerns to Northern Knights and work out a solution. Secretary Adams **moved** to have Harbormaster Petrick negotiate with Northern Knights to designate and create a plan for parking that would not affect the Farmer’s Market. Alternatively, the date of the event could be changed. Commissioner Stone **seconded** the motion. President White called for a vote:

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

AYES: SHEPHERD, STONE, WEBER, ADAMS, WHITE // **NAYS:** NONE

ABSENT: NONE // **ABSTAIN:** NONE

4) UNFINISHED BUSINESS

4A) Grants Update

Grant writer Mike Bahr reported that progress was being made with a majority of the grants that the harbor was applying for, and representatives from grantor agencies were going to start visiting the Harbor more frequently to conduct oversight. Bahr highlighted that grant managers from FEMA were hosted at the Harbor, and they reviewed the storm damage on Anchor Way and Whaler’s Island. Commissioner Shepherd asked about the South Beach restroom grant and the possibility of the grant application being expedited. Mr. Bahr replied that the

project could be started when the “Notice to Proceed” was issued by the Coastal Conservancy, perhaps in a month or so.

A member of the public inquired about notifications from the CERF grant applications, Bahr replied that the Harbor was still in the application elimination process but there hadn't been a formal announcement.

No other members of the public commented.

4B) Filet Station Update

Business owner Josh Mims shared project updates with the Board. Mims reported that he was in the process of working through the permit process, and he shared his rough projection of hoping to have the filet station on site by June and to be ready to use by July. Commissioner Stone inquired about the filet station’s plans to engage the community, and Mims responded that he was currently in the process of setting up advertising for the business.

A member of the public inquired about what would happen to the fish waste from the station, and expressed concern about the method of dumping waste.

No other members of the public commented.

4C) Dredge Permit Update

CEO/Harbormaster Tim Petrick presented a visual roadmap of the dredge permitting process, as requested by the Board. CEO/Harbormaster Petrick also reported that sampling results for the Beneficial Use Permit had not been received yet, and sampling data results from the Outer Boat Basin were completed, but not yet compiled for presentation to the public.

The Board inquired about the order of the steps from the dredge permit diagram Harbormaster Petrick provided, and asked that the roadmap be updated, showing the progress the Harbor had made, with more details about the order of the steps.

5) COMMUNICATIONS AND REPORTS

5A) CEO/Harbormaster Report

Harbormaster Petrick reported that the Harbor met with FEMA, which conducted an inspection and brought in hazard mitigation to make the process run as smoothly as possible.

He also reported that Assistant Harbormaster Mike Rademaker met with county and state officials regarding the Harbor’s prospective “Maritime Patrol” law enforcement unit, and potential collaboration agreements with other agencies. Harbormaster Petrick finished his report by announcing the upcoming “Water Safety Day” educational program for youth, scheduled for June 7th, and the Economic Summit scheduled for May 19th.

No members of the public commented.

5B) AD HOC Committee Reports

- a. Signage: Secretary Adams reported that the committee had turned in a list of potential sign changes to Assistant Harbormaster Rademaker.
- b. Dam Removal: Commissioner Shepherd reported that he was planning on meeting with relevant stakeholders in the upcoming weeks.
- c. Finance: President White reported that the Finance committee was meeting soon to plan the budget for the upcoming fiscal year.

5C) Harbor Commissioner Reports

- a. President White reported that on May 19th there would be an Economic Summit, highlighting a spokesperson from UC Davis who would make a presentation on wind power. He also reported new information he learned from the wind power conference in Sacramento with Commissioner Stone.
- b. Secretary Adams had nothing to report.
- c. Commissioner Stone reported that President White and himself attended wind power conferences in Sacramento. He highlighted information from a workshop, detailing how wind power might happen, and how the community might benefit. He also reported an upcoming meeting on May 30 with the chairman of the Assembly Committee of Utilities and Energy in Sacramento.
- d. Commissioner Shepherd had nothing to report.
- e. Commissioner Weber reported on increased communication that was planned to keep the public informed regarding dredging.

ADJOURN OPEN SESSION

ADJOURNMENT TO THE BOARD OF HARBOR COMMISSIONERS NEXT REGULAR MEETING SCHEDULED FOR TUESDAY, JUNE 6TH, 2023 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 _____, 2023

Wes White, President

Harry Adams, Secretary



2. Comptroller's Report, Review Balances

Public Comment?



3. Unfinished Business

a. Grants Update

Public Comment?

Crescent City Harbor District Grant Tracking Chart 6_2_23

GRANT AWARD ANNOUNCED								
Grant Name	Grant Funder	Funded Projects	Project Amount	Grant Amount Awarded	Match Requirement	Grant Start Date	Project Timeline	Next Steps
Port Infrastructure Development Grants (PIDP)	ODOT - Maritime Administration	1) Construction of a new seawall 2) repair and renovate the seafood packing and trucking area 3) replace the aged cargo handling equipment atop the seawall	\$ 9,208,207.00	\$ 7,366,565.60	\$1,841,641.40 (20% required)	Jan-23	1-Jan-28	Combining Environmental Study with Citizens Dock ES- provides more \$ for match, save money
Port Economic Recovery Grant	California State Lands Commission	Create Technical Reports required for Seawall Construction Grant	\$ 437,001.65	\$ 321,195.65	\$ 115,806.00	Nov-22	Dec-23	Funds Awarded
CA Coastal Conservancy Grant Citizen's Dock Planning	CA Coastal Conservancy	Funds Design, Environmental Impact Studies and Permitting for a new Citizen's Dock.	\$927,000	\$927,000	\$237,000 (In-Kind)	Jun-23	36 months	Grant Contract Signed, awaiting notice to proceed
CA Coastal Conservancy Grant South Beach Bathroom	CA Coastal Conservancy	Funds Design, Permitting and Construction of Bathrooms and Showers on Anchor Way, near Starfish Way.	\$450,000	\$450,000	\$117,000 (In-Kind)	Jun-23	36 months	Grant Contract Signed, awaiting notice to proceed

GRANTS APPLIED FOR UNDER REVIEW								
Grant Name	Grant Funder	Project Applied For	Project Amount	Grant Amount Requested	Match Requirement	Announcement Date	Project Timeline	Next Steps
Harbor Mitigation Grant Program (HMGP)	Cal OES and FEMA	Technical Reports; Design & Engineering; NEPA/CEQA; Construction Permits required for Harbor water area	\$ 1,500,000.00	\$ 1,125,000.00	\$ 375,000.00	Nov 2022 - Jan 2023	Completed within 5 years of obligation	FEMA Final Grant Review underway (June 2023)
STPG Climate Adaptation Transportation Planning (partnering with Del Norte Local Transportation Commission)	Caltrans and OPR	Planning Study to identify climate mitigation projects along U.S. Hwy 101 and Anchor Way along South Beach.	\$250,000	\$ 120,000.00	\$ 6,500.00	Summer 2023	30 months	CalTrans Review
Port Infrastructure Development Grants (PIDP) 2023-2024	ODOT - Maritime Administration	Construction of new Breakwaters to meet 100 year storm surge, 50-year tsunami events and sea level rise.	\$9,861,707	\$8,875,536	10%-20%	Sep-23	5 years	Application submitted to US DOT MARAD

Crescent City Harbor District Grant Tracking Chart 6_2_23

Storm Damage Disaster Response 4683	FEMA	Repair of Anchor Way Breakwater, Anchor Way road and Whaler Island Groin Breakwater	\$7,695,828	\$7,695,828	6% - 20%	Q3 2023	18 months	Submitted June 2. FEMA Review
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GRANTS WORKING ON								
Grant Name	Grant Funder	Project Applying For	Project Amount	Grant Amount To Request	Cost Sharing/Match Requirement	Grant Submittal Date	Grant Announcement	Next Steps
Storm Damage Mitigation, Section 406	FEMA	Construct of new Anchor Way Breakwater, Anchor Way road and Whaler Island Groin Breakwater to meet 100 year storm surge, 50-year tsunami events and sea level rise.	TBD	TBD	TBD	Spring 2024	2Q 2024	Need invitation from FEMA to apply
EDA Public Works Program	U.S. EDA	Infrastructure Construction Projects and new equipment in commercial area of the harbor	\$ 3,450,000.00	\$ 3,000,000.00	\$ 450,000.00	Summer 2023	Funding available in 2024	Application being prepared due July 2023
Boat Launching Facility Grant Program	DBW	Purchase of new Patrol Boat	\$ 1,250,000.00	\$ 1,250,000.00	\$ 250,000.00	Summer 2023	Funding available in 2024	Application being prepared due Feb 1, 2024
Boating Infrastructure Grant	DBW	Construction of New Docks to replace old docks in Inner Boat Basin	\$ 1,500,000.00	\$ 1,500,000.00	\$ 300,000.00	TBD	Funding available in 2024	Gra
ICARP Regional Resilience Grant Program	Governors Office	Construction of Climate Resilience projects in Anchor Way Commercial Business Area.	\$2,000,000	\$2,000,000	\$0	Summer 2023	4th Q 2023	Application being prepared due August 2023
CA Coastal Conservancy	CA Coastal Conservancy	Commercial Business Area Development. Projects to be identified	\$2,000,000	\$2,000,000	\$200,000	Summer 2023	4th Q 2023	Application being prepared submit in August 2023
Program to Support Offshore Wind Infrastructure Improvement	CA Department of Energy	Planning Studies and Commercial Area Development/Construction to support offshore wind efforts	\$2,000,000	\$2,000,000	\$200,000	3Q 2023	4Q 2023	Working on list of projects to include once the application is released

An aerial photograph of a harbor district. The water is a vibrant turquoise color. A large, light-colored paved area, likely a dock or parking lot, occupies the right and bottom portions of the image. Several buildings, mostly with flat roofs, are scattered across this paved area. A prominent road runs along the right edge. In the upper left, a rocky breakwater extends into the water. The text 'CRESCENT CITY HARBOR DISTRICT' is overlaid in white, uppercase letters across the top center. Below it, the main title 'NEW CITIZEN'S DOCK PLANNING' is written in very large, bold, white, uppercase letters. A white horizontal line is positioned below the main title. At the bottom, the text 'Public Meeting Overview' is written in a large, teal, sans-serif font with a slight drop shadow.

CRESCENT CITY HARBOR DISTRICT

NEW CITIZEN'S DOCK PLANNING

Public Meeting Overview

MEETING OUTLINE

NEW CITIZEN'S DOCK PLANNING

10min

- Introduction & Project Overview

5min

- Questions & Comments

10-15min

- Breakout Groups

5min

- Surveys



RECENT GRANTS AWARDED

**PIDP
(Seawall
Planning)**

\$321,195.65

**PIDP
(Seawall
Construction)**

\$7,366,565.60

**Coastal
Conservancy
(Restrooms)**

\$450,000

COASTAL CONSERVANCY PLANNING GRANT AWARD



- **Award Amount**

\$927,000.00

- **Start Date**

July 1st, 2023

- **Plan Cost Estimate**

\$1,164,000.00

- **End Date**

June 30th, 2023



OVERVIEW OF THE PROCESS

PUBLIC MEETINGS AND SURVEYS

We will hold monthly public meetings to give updates on the planning phase.

PRELIMINARY DESIGNS AND CEQA/NEPA

Initial design; Environmental Impact Studies conducted on project impact.

ENGINEERING PLANS AND PERMITS

Site surveys will be completed and engineers will begin designing and obtaining permits.

APPLYING FOR CONSTRUCTION GRANTS

With EIS completed, we will submit for funding the construction phase.

GROUP DISCUSSION

INSTRUCTIONS

1. BREAK OUT INTO GROUPS
2. BRAINSTORM IDEAS
3. REPORT

GROUP CATEGORIES

- A Commercial Fishing**
- B Education**
- C Recreation**
- D Job Creation**

Surveys

Purpose

This survey is for members of the community to share their input and ideas.

Instructions

1. List by rank any items discussed in today's breakout session that you'd like to see in the redesign.
2. Prioritize these categories from most important to least:
 - Commercial Fishing, Education, Recreation, Job Creation
3. Note if there is anything else we didn't cover today.

SCAN ME



SURVEY
TEMPLATE PLACEHOLDER

***Paper copies available upon request**

Future Meetings

Board Meetings:

ELK VALLEY RANCHERIA TRIBAL COUNCIL
MONDAY, JUNE 12TH AT 12:30 PM
TRIBAL OFFICE- SAM LOPEZ ROOM

DNUSD BOARD MEETING
THURSDAY, JUNE 29TH AT 4:30 PM
DISTRICT OFFICE BOARD ROOM

COMMUNITY MEETINGS: TBA (START IN JULY)
SEE: [CITIZENSDOCK.ORG](https://citizensdock.org)
EMAIL: AISLENE.DELANE@CSSGRANTS.ORG

SCAN ME



SURVEY
TEMPLATE PLACEHOLDER



3. Unfinished Business

b. Discuss Future Harbor Involvement in Tri-Agency

Public Comment?



3. Unfinished Business

c. Harbormaster Conference Update – Commissioner Adams and CEO Petrick

Public Comment?



3. Unfinished Business

d. Dredge Tailings Beneficial Use Permit Update

Public Comment?



3. Unfinished Business

e. Dredge Permit Update

Public Comment?

PACIFIC AFFILIATES, INC.

990 W. Waterfront Drive, Eureka

Eureka, CA 95540

Ph : 707-445-3001, Fax : 707-445-3003

Employee Entry Report from 12/01/2022 to 05/15/2023

Date	Service Item	Description	Status	Billable	Total Hours
Employee: Ziegler, Alec					
Job #: 3030- Crescent City Harbor					
12/12/22	A- Travel Time	Site Visit (166.2 miles)	Approved	Yes	3.00
12/12/22	A- Project Manager	Sediment Sampling - Preparation and Sample Collection	Approved	Yes	7.00
12/13/22	A- Travel Time	Site Visit (2.2 miles) - Sample Shipping	Approved	Yes	0.25
12/13/22	A- Project Manager	Sample Shipping	Approved	Yes	0.50
12/28/22	A- Project Manager	Compiling Sediment Analysis Results; Preparing Lab Report	Approved	Yes	2.00
12/28/22	A- Project Manager	Researching Reporting Limits and Detection Limits for Chemical Analyses	Approved	Yes	1.50
01/09/23	A- Project Manager	Tabulating Sediment Analysis Results	Approved	Yes	1.25
01/10/23	A- Project Manager	Tabulating Sediment Analysis Results	Approved	Yes	1.50
01/13/23	A- Project Manager	Conference Call with CCHD Legal Counsel	Approved	Yes	1.50
01/13/23	A- Project Manager	Phone call with Chris Watt (NCRWQCB) re: CCHD Sampling Results	Approved	Yes	0.50
02/01/23	A- Project Manager	CCHD Fashion Blacksmith SAP Drafting, Mapping	Approved	Yes	5.00
02/02/23	A- Project Manager	CCHD Fashion Blacksmith SAP Drafting, Mapping	Approved	Yes	6.50
02/03/23	A- Project Manager	CCHD Fashion Blacksmith SAP Drafting, Mapping	Approved	Yes	5.50
02/06/23	A- Project Manager	CCHD Fashion Blacksmith SAP Drafting, Mapping	Approved	Yes	6.50
02/07/23	A- Project Manager	CCHD Fashion Blacksmith SAP Drafting, Mapping	Approved	Yes	3.00
02/10/23	A- Project Manager	CCHD Fashion Blacksmith SAP Drafting, Mapping	Approved	Yes	3.50
02/13/23	A- Project Manager	CCHD Fashion Blacksmith SAP Drafting, Mapping	Approved	Yes	0.75
03/03/23	A- Project Manager	SAP Submittal; Phone Conference with CCHD Attorney John Reilly	Approved	Yes	0.50
03/14/23	A- Project Manager	Phone Call with CCHD Legal Counsel	Approved	Yes	1.25
03/15/23	A- Project Manager	Phone call w/ CCHD re: Sampling, Project Timeline	Approved	Yes	1.00
03/17/23	A- Project Manager	Conference call with CCHD Legal Counsel; Sampling Supplies Ordering and Sampling Scheduling	Approved	Yes	1.25
03/21/23	A- Project Manager	Pre-Testimony Conference Calls; Travel to CC; Testimony	Approved	Yes	1.00
03/22/23	A- Travel Time	Travel Time	Approved	Yes	4.00
03/22/23	A- Project Manager	Pre-Testimony Conference Calls; Travel to CC; Testimony	Approved	Yes	8.00
04/03/23	A- Travel Time	Sample Collection Preparation	Approved	Yes	2.00
04/03/23	A- Project Manager	Site Visit (34.6 miles)	Approved	Yes	1.00
04/04/23	A- Travel Time	Site Visit (168.2 Miles)	Approved	Yes	3.25
04/04/23	A- Project Manager	Sediment Sampling at Fashion Blacksmith Dock	Approved	Yes	10.75

Date	Service Item	Description	Status	Billable	Total Hours
			Total for 3030- Crescent City Harbor		83.75
			Total for Ziegler, Alec		83.75
			Grand Total		83.75

Monday, May 15, 2023 05:49:42 PM EDT



PACIFIC AFFILIATES
CONSULTING ENGINEERS

PO BOX 133, EUREKA, CA 95502
TEL (707) 445-3001

INVOICE

Date	Invoice #
5/3/2023	28358

Bill To

Crescent City Harbor
101 Citizens Dock Rd
Crescent City, CA 95531

Project	ACCOUNT #		SERVICES RENDERED	
Crescent City Harbor	3030		May	
Description	Qty	Rate	Serviced	Amount
Travel Time Sample Collection Preparation and collection of supplies for sampling	6	160.00	4/3/2023	960.00
Mileage	34.6	0.70	4/3/2023	24.22
Project Manager Sediment Sampling at Fashion Blacksmith Dock	10.75	160.00	4/4/2023	1,720.00
Travel Time	3.25	150.00	4/4/2023	487.50
Mileage	168.2	0.70		117.74
Notthoff Underwater Dive Service		6,105.60	4/4/2023	6,105.60
Principal Engineer Prepare samples for delivery to lab	4	160.00	4/5/2023	640.00
Project Manager Transportation to lab	12	160.00	4/5/2023	1,920.00
Mileage	594	0.70	4/5/2023	415.80
Lodging		213.00	4/5/2023	213.00

Payments/Credits	\$0.00	Invoice Total	\$12,603.86
Balances are due and payable upon receipt. Interest at the rate of 2.0% per month will be applied to accounts over 30 days.		Balance Due	\$12,603.86



PACIFIC AFFILIATES
CONSULTING ENGINEERS

PO BOX 133, EUREKA, CA 95502
TEL (707) 445-3001

INVOICE

Date	Invoice #
4/1/2023	28236

Bill To

Crescent City Harbor
101 Citizens Dock Rd
Crescent City, CA 95531

Project	ACCOUNT #		SERVICES RENDERED	
Crescent City Harbor	3030		March	
Description	Qty	Rate	Serviced	Amount
Principal Engineer Review Western Woods Report on Fashion Blacksmith, discuss with Tim Petrick	2	200.00	2/8/2023	400.00
Principal Engineer Site visit to review structure with Marshall	2	200.00	2/13/2023	400.00
Travel Time	4	100.00	2/13/2023	400.00
Mileage	188	0.70	2/13/2023	131.60
Principal Engineer Conference call with Benjamin Reccius to discuss site visit to Fashion Blacksmith.	0.75	200.00	2/14/2023	150.00
Principal Engineer Call with Josh Kardon, structural engineer to review Western Woods Report on Fashion Blacksmith and discuss remedies/building repairs	1	200.00	2/14/2023	200.00
Project Manager SAP Submittal; Phone Conference with CCHD Attorney John Reilly	0.5	160.00	3/3/2023	80.00
Project Manager Phone Call with CCHD Legal Counsel	1.25	160.00	3/14/2023	200.00
Principal Engineer Phone Call with CCHD Legal Counsel	1.25	200.00	3/14/2023	250.00
Project Manager Phone call w/ CCHD re: Sampling, Project Timeline	1	160.00	3/15/2023	160.00
Principal Engineer Phone call w/ CCHD re: Sampling, Project Timeline	1	200.00	3/15/2023	200.00
Principal Engineer Phone conference with Joshua Kardon, Structural Engineer	0.5	200.00	3/17/2023	100.00

Payments/Credits	Invoice Total
	Balance Due



PACIFIC AFFILIATES
CONSULTING ENGINEERS

PO BOX 133, EUREKA, CA 95502
TEL (707) 445-3001

INVOICE

Date	Invoice #
4/1/2023	28236

Bill To

Crescent City Harbor
101 Citizens Dock Rd
Crescent City, CA 95531

Project	ACCOUNT #		SERVICES RENDERED	
Crescent City Harbor	3030		March	
Description	Qty	Rate	Serviced	Amount
Project Manager Conference call with CCHD Legal Counsel; Sampling Supplies Ordering and Sampling Scheduling	1.25	160.00	3/17/2023	200.00
Principal Engineer Conference call with CCHD Legal Counsel; Sampling Supplies Ordering and Sampling Scheduling	1.25	200.00	3/17/2023	250.00
Project Manager Pre-Testimony Conference Calls; Travel to CC; Testimony	1	160.00	3/21/2023	160.00
Principal Engineer Pre-Testimony Conference Calls; Travel to CC; Testimony	1	200.00	3/22/2023	200.00
Principal Engineer Expert Witness at CCHD/Fashion Blacksmith Arbitration Hearing	8	200.00	3/22/2023	1,600.00
Principal Engineer Call with John Reilly to prep for Arbitration hearing	0.5	200.00	3/22/2023	100.00
Principal Engineer Call with John Reilly to prep for Arbitration hearing		200.00		200.00
Project Manager Pre-Testimony Conference Calls; Travel to CC; Testimony	8	160.00	3/22/2023	1,280.00
Travel Time	4	100.00	3/22/2023	400.00
Mileage	188	0.70	3/22/2023	131.60
Travel Time	4	100.00	3/22/2023	400.00
Mileage	188	0.70	3/22/2023	131.60
Schafers Ace Tractor Supply		41.08	3/31/2023	41.08
		39.05	3/31/2023	39.05
Admin		50.00	3/31/2023	50.00

Payments/Credits	\$0.00	Invoice Total	\$7,854.93
Balances are due and payable upon receipt. Interest at the rate of 2.0% per month will be applied to accounts over 30 days.		Balance Due	\$7,854.93



PACIFIC AFFILIATES
CONSULTING ENGINEERS

PO BOX 133, EUREKA, CA 95502
TEL (707) 445-3001

INVOICE

Date	Invoice #
3/6/2023	28142

Bill To

Crescent City Harbor
101 Citizens Dock Rd
Crescent City, CA 95531

Project	ACCOUNT #		SERVICES RENDERED	
Crescent City Harbor	3030		February	
Description	Qty	Rate	Serviced	Amount
Project Manager CCHD Fashion Blacksmith SAP Drafting, Mapping	5	150.00	2/1/2023	750.00
Project Manager CCHD Fashion Blacksmith SAP Drafting, Mapping	6.5	150.00	2/2/2023	975.00
Project Manager CCHD Fashion Blacksmith SAP Drafting, Mapping	5.5	150.00	2/3/2023	825.00
Project Manager CCHD Fashion Blacksmith SAP Drafting, Mapping	6.5	150.00	2/6/2023	975.00
Project Manager CCHD Fashion Blacksmith SAP Drafting, Mapping	3	150.00	2/7/2023	450.00
Project Manager CCHD Fashion Blacksmith SAP Drafting, Mapping	3.5	150.00	2/10/2023	525.00
Project Manager CCHD Fashion Blacksmith SAP Drafting, Mapping	0.75	150.00	2/13/2023	112.50

Payments/Credits	\$0.00	Invoice Total	\$4,612.50
Balances are due and payable upon receipt. Interest at the rate of 2.0% per month will be applied to accounts over 30 days.		Balance Due	\$4,612.50



PACIFIC AFFILIATES
CONSULTING ENGINEERS

PO BOX 133, EUREKA, CA 95502
TEL (707) 445-3001

INVOICE

Date	Invoice #
2/5/2023	28110

Bill To

Crescent City Harbor
101 Citizens Dock Rd
Crescent City, CA 95531

Project	ACCOUNT #		SERVICES RENDERED	
Crescent City Harbor	3030		January	
Description	Qty	Rate	Serviced	Amount
Project Manager Tabulating Sediment Analysis Results	2	150.00	1/9/2023	300.00
Project Manager Tabulating Sediment Analysis Results	3	150.00	1/10/2023	450.00
Project Manager Conference Call with CCHD Legal Counsel	2	150.00	1/13/2023	300.00
Project Manager Phone call with Chris Watt (NCRWQCB) re: CCHD Sampling Results	0.5	150.00	1/13/2023	75.00
Principal Engineer Discuss sampling results with Benjamin Reichus	0.5	180.00	1/13/2023	90.00

Payments/Credits	-\$1,215.00	Invoice Total	\$1,215.00
Balances are due and payable upon receipt. Interest at the rate of 2.0% per month will be applied to accounts over 30 days.		Balance Due	\$0.00



PACIFIC AFFILIATES
CONSULTING ENGINEERS

PO BOX 133, EUREKA, CA 95502
TEL (707) 445-3001

INVOICE

Date	Invoice #
1/18/2023	28058

Bill To

Crescent City Harbor
101 Citizens Dock Rd
Crescent City, CA 95531

Project	ACCOUNT #	SERVICES RENDERED
Crescent City Harbor	3030	December
Description		Amount
Sediment Sampling		5,800.00
Analytical testing		6,765.60

Payments/Credits	-\$12,565.60	Invoice Total	\$12,565.60
Balances are due and payable upon receipt. Interest at the rate of 2.0% per month will be applied to accounts over 30 days.		Balance Due	\$0.00



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INVOICE

Date	Invoice #
11/7/2022	27925

Bill To

Crescent City Harbor
101 Citizens Dock Rd
Crescent City, CA 95531

Project	ACCOUNT #		SERVICES RENDERED	
Crescent City Harbor	3030		October	
Description	Qty	Rate	Serviced	Amount
Project Manager Edits and revised submittal to NCRWQCB	1.5	150.00	10/4/2022	225.00
Project Manager Ordering Sampling Materials	0.5	150.00	10/28/2022	75.00

Payments/Credits	-\$300.00	Invoice Total	\$300.00
Balances are due and payable upon receipt. Interest at the rate of 2.0% per month will be applied to accounts over 30 days.		Balance Due	\$0.00



PACIFIC AFFILIATES
CONSULTING ENGINEERS

PO BOX 133, EUREKA, CA 95502
TEL (707) 445-3001

INVOICE

Date	Invoice #
10/5/2022	27758

Bill To

Crescent City Harbor
101 Citizens Dock Rd
Crescent City, CA 95531

Project	ACCOUNT #		SERVICES RENDERED	
Crescent City Harbor	3030		September	
Description	Qty	Rate	Serviced	Amount
Project Manager Edits to SAP following NCRWQCB comments; resubmittal.	2	150.00	9/6/2022	300.00

Payments/Credits	-\$300.00	Invoice Total	\$300.00
Balances are due and payable upon receipt. Interest at the rate of 2.0% per month will be applied to accounts over 30 days.		Balance Due	\$0.00



PACIFIC AFFILIATES
CONSULTING ENGINEERS

PO BOX 133, EUREKA, CA 95502
TEL (707) 445-3001

INVOICE

Date	Invoice #
9/7/2022	27710

Bill To

Crescent City Harbor
101 Citizens Dock Rd
Crescent City, CA 95531

Project	ACCOUNT #		SERVICES RENDERED	
Crescent City Harbor	3030		August	
Description	Qty	Rate	Serviced	Amount
Project Manager CCHD SAP Drafting; Map Drafting	4	150.00	8/5/2022	600.00
Project Manager CCHD SAP Drafting; Map Drafting; SAP Submittal to NCRWQCB	3	150.00	8/10/2022	450.00
Project Manager CCHD SAP Drafting; Map Drafting; SAP Submittal to NCRWQCB	4	150.00	8/11/2022	600.00
Project Manager Meeting with NCRWQCB Staff re: SAP Comments; SAP Revision	3	150.00	8/31/2022	450.00

Payments/Credits	-\$2,100.00	Invoice Total	\$2,100.00
Balances are due and payable upon receipt. Interest at the rate of 2.0% per month will be applied to accounts over 30 days.		Balance Due	\$0.00



4. Communications and Reports

a. CEO/Harbormaster Report

Public Comment?



4. Communications and Reports

b. Ad Hoc Committee Reports (as needed)

Public Comment?



4. Communications and Reports

c. Harbor Commissioner Reports

(1) Commissioner Gerhard Weber

(2) Commissioner Rick Shepherd

(3) Commissioner Brian Stone

(4) Secretary Harry Adams

(5) President Wes White

Public Comment?



5. Adjourn to Closed Session

a. CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION

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

Potential Initiation of Litigation: two potential cases.

b. PUBLIC EMPLOYEE PERFORMANCE EVALUATION

(Government Code section 54957(b)(1))

Title: CEO/Harbormaster

6. Adjourn Closed Session

7. Report out of Closed Session

8. Consideration of Amendment to Employment Agreement with CEO/Harbormaster

9. MEETING ADJOURNMENT

Adjournment of the Board of Harbor Commissioners will be until the next meeting scheduled for Tuesday, June 20, 2023, 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 persons 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.

