Special Meeting
Board of Harbor Commissioners of the Crescent City Harbor District

Chair Rick Shepherd, Vice Chair John Evans
Commissioner Gerhard Weber, Commissioner Dan Schmidt, Commissioner Annie Nehmer

AGENDA

Date: **Wednesday, July 15, 2026**

Time: **Closed Session: 3:00 p.m.**
Open Session: 4:00 p.m.

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#

1. Preliminary Items
    a. Call to Order
    b. Roll Call
    c. Pledge of Allegiance

1. **Preliminary Items**

   d. **General Public Comments**

   The general comment period is provided for subjects not included on the agenda but within the subject matter jurisdiction of the District. Each person is limited to a maximum of 3 minutes of speaking time. To maintain meeting decorum, Board members and staff should refrain from responding to statements or questions during this time, but may be available to follow-up with members of the public after the meeting.

2. **Adjourn to closed session:**

a. CONFERENCE WITH REAL PROPERTY NEGOTIATORS
Government Code section 54956.8; Property Address: 159 Starfish Way, Crescent City, CA 95531
District negotiators: Mike Rademaker (CEO/Harbormaster), Ryan Plotz (Counsel), Sandy Moreno (Financial Consultant);
Negotiating parties: Daniel Dahan; Under negotiation: Price and payment terms

b. CONFERENCE WITH REAL PROPERTY NEGOTIATORS
Government Code section 54956.8; Property Address: 750 US Highway 101, Crescent City Harbor, CA 95531
District negotiators: Mike Rademaker (CEO/Harbormaster), Ryan Plotz (Counsel), Sandy Moreno (Financial Consultant);
Negotiating parties: Daniel Dahan; Under negotiation: Price and payment terms

c. CONFERENCE WITH REAL PROPERTY NEGOTIATORS
Government Code section 54956.8; Property Address: 161 Starfish Way, Crescent City, CA 95531
District negotiators: Mike Rademaker (CEO/Harbormaster), Ryan Plotz (Counsel), Sandy Moreno (Financial Consultant);
Negotiating parties: Ocean Gold Seafoods, Inc; Under negotiation: Price and payment terms

3. [4:00 P.M.] Preliminary Items:

a. Reconvene in open session and disclose any reportable action taken during closed session.

Public Comment?

3. Preliminary Items

b. General Public Comments

The general comment period is provided for subjects not included on the agenda but within the subject matter jurisdiction of the District. Each person is limited to a maximum of 3 minutes of speaking time. To maintain meeting decorum, Board members and staff should refrain from responding to statements or questions during this time, but may be available to follow-up with members of the public after the meeting.

4. **Consider and approve professional services agreement with Community System Solutions for grant management services.**

Public Comment?

Staff Report

To: Board of Harbor Commissioners

From: Mike Rademaker, CEO/Harbormaster

Date: July 12, 2026

Subject: Approval of Professional Services Agreements for PIDP Project Management and Grant Management Services

Potential Action

1. Approve the Agreement for Professional Services between the Crescent City Harbor District and Kimley-Horn and Associates, Inc. for project management services associated with the District's Port Infrastructure Development Program projects, for a term of twenty-four months and compensation not to exceed $350,000 during the first twelve months;
2. Approve the Agreement for Professional Services between the Crescent City Harbor District and Community System Solutions for grant management services associated with the District's Port Infrastructure Development Program grants, for a term of twenty-four months and compensation not to exceed $120,000 during the first twelve months; and
3. Authorize the CEO/Harbormaster to execute and administer the agreements on behalf of the District, including making any non-substantive clerical corrections necessary to finalize the documents, subject to applicable grant requirements and Board-approved budgetary appropriations.

Background

At the outset, staff notes that the attached agreements have not been modified since they were previously presented to the Board at its June 26, 2026 meeting. The agreements are being returned to the Board for formal consideration and approval.

The District has received two major Port Infrastructure Development Program grants from the United States Department of Transportation's Maritime Administration. The District's fiscal year 2022 PIDP award provides $7,366,566 in federal funding for construction of a new seawall, while the fiscal year 2024 PIDP award provides $8,000,000 in federal funding for replacement of Citizens' Dock. The executed grant agreements are in place, and the District is now positioned to begin drawing grant funds and advancing the projects through final design, permitting, procurement, construction, reporting, and closeout.

These projects represent a combined federal investment of more than $15.3 million and will require substantial technical coordination, financial documentation, federal procurement compliance, progress reporting, reimbursement administration, and project oversight. The District therefore issued requests for proposals for both project management and grant management services as key components of the project-delivery team.

Funding for the proposed services is anticipated to be provided primarily through the District's 2022 and 2024 PIDP awards, to the extent the services constitute allowable costs and sufficient funds are available within the applicable grant budgets. Certain project-related services may also be allocated to other available grant funding, including the California Coastal Conservancy Citizens' Dock Planning Grant or the Hazard Mitigation Grant Program, to the extent permitted by the applicable grant terms and approved project budgets. The agreements themselves do not condition the District's payment obligations upon receipt of grant reimbursement; however, both agreements are expressly contingent upon Board-approved budgetary appropriations for each fiscal year.

Discussion

Kimley-Horn project management agreement

The proposed agreement with Kimley-Horn and Associates, Inc. provides project management services principally during the pre-construction planning, final-design coordination, permitting, and construction-procurement phases of the seawall and Citizens' Dock projects.

Kimley-Horn's pre-construction responsibilities include reviewing available project information, identifying missing information or potential project risks, coordinating with the District and Engineer of Record, maintaining a master project schedule, and assisting with operational planning necessary to relocate existing cold-storage and seafood-processing activities from the anticipated construction area. The agreement also provides for review of plans, specifications, and estimates at the 60-percent, 90-percent, and 100-percent design stages for completeness, constructability, grant conformity, permitting requirements, and compliance with federal domestic-content requirements.

Kimley-Horn will also assist with regulatory coordination, preparation of a permit-compliance matrix, project-risk tracking, stakeholder coordination, and development of a Harbor Tenant Construction Impact Plan. These services are intended to identify and address design, permitting, sequencing, access, and operational issues before construction begins.

During the procurement phase, Kimley-Horn will assist the District with contractor prequalification, preparation and administration of the competitive bidding process, coordination of bidder questions and addenda, technical review of submitted bids, preparation of a bid tabulation and evaluation summary, and review of conformed contract documents before issuance of a notice to proceed. The scope specifically addresses compliance with federal procurement requirements, including applicable provisions relating to Davis-Bacon wages, Build America, Buy America, contractor eligibility, debarment and suspension, and required MARAD grant provisions. Contractor selection and contract-award authority will remain with the District and its Board.

The Kimley-Horn agreement has a twenty-four-month term. Compensation is based on the schedule of charges attached to the agreement and may not exceed $350,000 during the first twelve months. The attached cost schedule estimates approximately $319,102 in labor and $30,898 in associated direct costs, for a total estimated first-year cost of $350,000. The agreement requires detailed monthly invoicing, prohibits compensation for work outside the approved scope without a written amendment, and permits the District to terminate the agreement with or without cause upon thirty days' written notice.

Community System Solutions grant management agreement

The proposed agreement with Community System Solutions provides for administration of the District's separate 2022 and 2024 PIDP awards throughout the federal grant lifecycle. Although the seawall and Citizens' Dock projects will be coordinated as related infrastructure improvements, CSS will maintain separate financial, reporting, reimbursement, performance, and compliance records for each federal award.

CSS's responsibilities include establishing grant-compliance matrices and reporting calendars; maintaining expenditure, reimbursement, match, and budget-tracking tools; assisting with reimbursement requests through the federal Delphi eInvoicing system; preparing quarterly narrative, financial, and performance reports; and coordinating information required for SF-270 reimbursement requests and SF-425 financial reports. CSS will also assist the District with Uniform Guidance requirements, internal controls, audit documentation, record retention, environmental commitments, domestic-content requirements, labor documentation, and other conditions incorporated into the PIDP awards.

The scope further provides for coordination with District staff, the project manager, the Engineer of Record, the District's accounting professionals, contractors, consultants, and MARAD. CSS will assist in organizing procurement and contractor records, reviewing supporting documentation for grant-funded expenditures, maintaining audit-ready files, identifying compliance or reimbursement issues, preparing Board updates, and supporting eventual grant closeout.

The CSS agreement also has a twenty-four-month term and establishes a not-to-exceed amount of $120,000 during the first twelve months. Services will be billed at the hourly rates stated in Exhibit B, ranging from $55 to $100 per hour depending upon the personnel and type of work performed. As with the Kimley-Horn agreement, CSS must submit detailed monthly invoices, may not perform compensable work outside the approved scope without a written amendment, and may be terminated by the District with or without cause upon thirty days' written notice.

Coordination and District Oversight

The two agreements serve related but distinct functions. Kimley-Horn will provide technical project-management and procurement support, while CSS will focus on federal grant administration, reimbursement, reporting, documentation, and compliance. Both consultants will coordinate with District management, the project design team, the District's accounting professionals, and future construction contractors.

District staff will remain responsible for contract administration, review and approval of invoices, authorization of work, coordination of consultant activities, and presentation of matters requiring Board approval. Approval of these agreements does not award a construction contract or independently authorize physical construction. Construction procurement and any resulting construction contract will be returned to the Board for separate consideration.

Fiscal Impact

The combined maximum compensation authorized during the first twelve months is $470,000, consisting of up to $350,000 for Kimley-Horn's project management services and up to $120,000 for CSS's grant management services.

Funding for these services is intended to be provided through the District's 2022 and 2024 PIDP awards, with costs allocated between the grants according to the services performed and the applicable grant budgets and cost-eligibility requirements. Both agreements are expressly contingent upon the Board approving the necessary budgetary appropriations. Expenditures during the second twelve months of the agreements will likewise remain subject to future Board-approved appropriations and the continued availability and eligibility of grant funding.

Conclusion

Approval of the proposed agreements will place the project management and grant management resources needed to advance the District's two PIDP-funded infrastructure projects under contract. The services will assist the District in completing final design and permitting, conducting a federally compliant construction procurement, maintaining grant and financial records, obtaining reimbursements, satisfying federal reporting and audit requirements, and managing project risks. Staff therefore recommends approval of both agreements and authorization for the CEO/Harbormaster to execute and administer them on behalf of the District.

attachments

1. Agreement for Professional Services between the Crescent City Harbor District and Kimley-Horn and Associates, Inc.
2. Agreement for Professional Services between the Crescent City Harbor District and Community System Solutions.
3. June 24, 2026 Grant Activity Report.

4. **Consider and approve professional services agreement with Community System Solutions for grant management services.**

Draft CSS agreement available for download here:
https://www.ccharbor.com/files/1b0e8a148/CCHD-CSS+Agreement+for+Grant+Mgmt+Services+2026.06.26.pdf

Public Comment?

June 24, 2026

To: Mike Rademaker, Crescent City Harbor District CEO and the Crescent City Harbor District Board of Commissioners

From: Mike Bahr, CEO, Community System Solutions

RE: Board Agenda Item: Report on recent grant activity

Hello Commissioners,

Community System Solutions is pleased to provide the Crescent City Harbor District Board of Commissioners with an updated on recent grant activity.

US DOT MARAD PIDP 2022 and 2024 Grants

CCHD was awarded two Port Infrastructure Development Program (PIDP) Grants from U.S. DOT MARAD. A 2022 PIDP grant for $7,366566 to construct a new Seawall. A 2024 PIDP Grant for $8,000,000 to construct a new Citizens' Dock. These are five-year grants, with the ability to extend an additional 3 years.

Both PIDP grant agreements have been signed and funds can start to be drawn down.

The RFPs for key team members, Project Manager and Grant Manager, have been issued and the Board is currently considering proposals.

The discussion between outside accountant or bookkeeper versus hiring a bookkeeper on staff will be a separate agenda item prepared by the Contract Fiscal Officer.

CA Coastal Conservancy – Citizens' Dock Planning Grant

CCHD was awarded $925,000. This grant has three components: Environmental Assessment (EA) 30% Design and permitting construction of a new Citizens' Dock and Seawall.

Moffat and Nichol (M&N) is the lead contractor on this project.

The Environmental Assessment Documents, both NEPA and CEQA, are complete and approved by the regulatory agencies.

The Board awarded the contract for Permit Applications, Processing and Management in January. The permit applications were sent out in March and are moving through the regulatory review system. The agencies are reviewing them and there have been multiple questions and answers passed back and forth.

The “30% design” documents are complete. The next phase is the “60% design”.

At the end of May, M&N provided a contract amendment for that work, which was higher than originally budgeted.

Each of the Project Manager proposers said they would like to be involved in the discussion with M&N on that contract amendment and the scope of the work for the “60%” because they believe they can save the Harbor District funds. Staff is waiting until that occurs, before bringing the M&N amendment to the Board.

Previously, it was expected that this grant would be spent down at this point, but fewer invoices were charged to this grant than anticipated.

The balance of funds remaining on the grant is $275,000. These funds are available to use for the project design documents.

CalOES /FEMA Hazard Mitigation Grant Program

CCHD was awarded $1,350,000 in October 2023 to address Tsunami and Sea Level Rise physical and economic hazards in the Harbor District. This is a three-year grant. A two-year extension can be requested if needed.

Eighteen contracts have been awarded during the grant term and there is still approximately $300,000 of the grant unallocated.

These remaining funds will be used to complete the payments to the existing open contracts in this grant and can be used for additional costs on the seawall and Citizens’ Dock project.

CA Coastal Conservancy – South Beach Restroom grant

CCHD was awarded $450,000 to construct a restroom along Anchor Way. The Board has until March 2028 to install the restroom under the grant agreement. A 5 year extension can be applied for if needed.

A contract was awarded by the Board to Public Restrooms for the purchase of a prefabricated restroom to be assembled on site. Public Restrooms has notified the Harbor that if a restroom was ordered now, it would not be delivered until September 2026.

In addition, the current chosen location for the restroom, and the design of the restroom, may not be conducive for the potential lessee’s of the RV parks. We have recommended the Board wait until the lease issue is resolved before determining if they want to order the restroom now.

NEW GRANT APPLICATIONS SUBMITTED

<u>California Jobs First Regional Investment Initiative (RII) Grant Application, (State of CA Go Biz)</u>

Status: Application is in final round of review

The RII is a multi-round grant application process. In the current round, Go Biz required that grants include applicants from around the state and have a state-wide applicant. CSS assisted in developing partnerships with 12 ports to meet the grant requirements. The state-wide applicant is True North Organizing Network.

CSS wrote and submitted each of the three grant applications.

The following are the projects submitted for CCHD.

Harbor Modernization – Port Infrastructure projects
$1,500,000 applied for Beneficial Dredging Reuse Pilot and new Travel Lift

Port to Plate Network – Business development opportunities
$276,800 applied for Fish Filet Expansion Project for Cold Storage and Filet Packaging; and product marketing program for direct sales to schools, markets and restaurants.

California Regional Investment Initiative - Aquaculture Network
$750,000 for Business plan and permitting for pilot Aquaculture Facility

CSS and True North presented the projects to GO Biz in Sacramento in April as the second to last step in the competitive process. There were 31 other applicants also presenting at the event.

Final awardees will be announced in July. We will keep the Board appraised of the status of application.

<u>CA Coastal Conservancy – Citizens' Dock Construction Grant</u>

Status: Full Application Submitted.

Due to the increased construction design required by the recent state seismic code changes, costs of construction for the Citizen's Dock project almost doubled.

We applied for $5,000,000 in the preapplication to Coastal Conservancy as a follow-up to their previously awarded Planning Grant.

CCHD was invited to submit a full application for only $1,000,000, based on SCC remaining unallocated funds in this budget year. That application has now been submitted.

Review of applications typically takes 30 days and 90 days to award.

CCHD will be able to apply for additional funds when the 2026-2027 fiscal year funds are made available in early 2027.

US DOT MARAD PIDP 2026 Grant

Status: Application Submitted

We applied for $11,200,000 in grant funds for the demolition of the current Citizens Dock and construction of the new Pier 2. If funded, this project would start after the completion of Pier 1 and the seawall being funded with PIDP 2022 and PIDP 2024.

Announcement of awards will be made between September 2026 and May 2027.

I will be available in person at the June 24 Board meeting to review this report and answer any questions.

Thank you,

Mike Bahr

Attachments:

Grant Summary Chart

CCHD GRANTS AWARDED						
Grant Name	**Grant Funder**	**Funded Projects**	**Project Amount**	**Grant Amount Awarded to CCHD**	**Match Requirement**	**Status**
CA Coastal Conservancy Grant Citizen's Dock Planning	CA Coastal Conservancy	1) Design, Environmental Impact Studies and Permitting for construction of a new Citizens' Dock.	$1,070,000	$927,000	$143,000 (met)	Drawing down funds for projects - Permitting stage
CA Coastal Conservancy Grant South Beach Bathroom	CA Coastal Conservancy	Design, Permitting and Construction of Bathrooms and Showers on Anchor Way	$567,000	$450,000	$117,000 (inkind)	Drawing down funds for projects - Project permitted
Port Infrastructure Development Grant (PIDP) 2022	USDOT - MARAD	Construction of a new seawall	$9,208,207	$7,366,566	$1,570,489	Key position interviews underway
Port Infrastructure Development Grant (PIDP) 2024	USDOT - MARAD	Construction of Citizens Dock	$10,000,000	$8,000,000	$2,000,000	Key position interviews underway
Harbor Mitigation Grant Program (HMGP)	USDOT - MARAD	1) Identify Highest best use of developable properties; 2) Design, Engineering & Studies	$1,500,000	$1,350,000	$150,000 ($50,000+ met.)	Drawing down funds for project development items

GRANTS APPLIED FOR						
Grant Name	**Grant Funder**	**Requested Projects**	**Project Amount**	**Grant Amount Requested**	**Match Requirement**	**Status**
California Regional Investment Initiative - Harbor Modernization	CA GO BIZ	Beneficial Dredging Reuse Pilot and new Travel lift	$1,500,000	$1,500,000	None	In Final Review - Award announcements in July 2026
California Regional Investment Initiative - Port to Plate Network	CA GO BIZ	Fish Filet Expansion Project: Cold Storage and Filet Packaging	$276,800	$276,800	None	In Final Review - Award announcements in July 2026
California Regional Investment Initiative - Aquaculture Network	CA GO BIZ	CCHD Aquaculture Facility	$750,000	$500,000	None	In Final Review - Award announcements in July 2026
Port Infrastructure Development Grant (PIDP) 2026	USDOT - MARAD	Construction of Citizens Dock Pier 2	$14,000,000	$11,200,000	$2,800,000	Grant Application Submitted - 5/28/26
CA Coastal Conservancy Construction Grant	CA Coastal Conservancy	Construction of Citizens Dock Pier 1	$19,000,000	$1,000,000.00	$200,000 (PIDP counts)	Grant Application Submitted - 6/18/26

5. **Consider and approve professional services agreement with Kimley-Horn for project management services.**

Draft Kimley-Horn agreement available for download here:
https://www.ccharbor.com/files/6dd9b8fbc/CCHD-KH+Agreement+for+Project+Mgmt+Services+2026.06.26.pdf

Public Comment?

6. **Consider and adopt Resolution No. 2026-12 approving a lease with Crescent City Beach Village LLC for the property commonly known as <u>Redwood Harbor Village</u>, located at 159 Starfish Way, Crescent City, authorizing the CEO/Harbormaster to execute the lease subject to final approval by District Counsel.**

Public Comment?

Staff Report

To: Board of Harbor Commissioners

From: Mike Rademaker, CEO/Harbormaster

Date: July 12, 2026

Subject: Approval of Commercial Land Leases for Redwood Harbor Village RV Park and Bayside RV Park

Background

The Board previously considered proposed long-term leases for the Redwood Harbor Village RV Park and Bayside RV Park as part of the District's effort to secure professional private management, improve the condition and operation of the properties, and facilitate their continued rehabilitation and development as harbor-serving hospitality and tourism facilities.

Since the Board's most recent public consideration of the proposed leases, the documents have been updated to identify the proposed tenant as Crescent City Beach Village LLC, a California limited liability company. This change reflects the legal entity through which the lessee proposes to enter into and perform the leases. Daniel H. Dahan, who has represented the proposed lessee throughout the negotiations, remains the Manager of the tenant entity and the individual responsible for its management and communications with the District. Accordingly, the change in the named lessee does not represent a change in the principal representative or proposed management of the properties.

The leases have also been updated to establish **August 1, 2026**, as the rent and operational commencement date. This date will allow the parties to coordinate the transfer of operational responsibilities, resident and customer records, deposits, prepaid rents, utility responsibilities, insurance documentation, and other transition matters associated with the two properties. Finally, a cross-default provision has been added to both leases as explained in more detail below.

Discussion

The Redwood Harbor Village and Bayside leases use substantially the same commercial lease structure and contain materially consistent provisions governing the term, percentage rent, annual rent adjustments, maintenance, utilities, insurance, indemnification, improvements, assignment, financing, defaults, regulatory compliance, and surrender of the properties.

Each lease provides for an initial term of fifteen years and three options to extend the term for five years each, subject to the conditions contained in the leases. Each is structured as a triple-net lease under which the tenant will generally be responsible for the costs of operating, maintaining, and occupying the respective property.

The Redwood Harbor Village lease provides for monthly minimum rent of **$7,500**. The Bayside lease provides for monthly minimum rent of **$5,000**. Under both leases, the tenant will also pay percentage rent equal to the amount, if any, by which **ten percent** of monthly Gross Sales exceeds the applicable monthly minimum rent. The minimum rent will be adjusted annually by the greater of two percent or the average annual change in the applicable Consumer Price Index over the seven most recently published annual periods.

The principal differences between the leases relate to the characteristics of the individual properties. In particular, the Bayside lease contains additional provisions governing the assignment and assumption of existing resident agreements, the transfer and accounting of security deposits and prepaid rents, and the allocation of responsibility for matters occurring before and after the operational transition. The leases also contain reciprocal provisions addressing defaults under the related lease, reflecting the District's expectation that the two properties will be managed as a coordinated operation.

These updated lease versions make clear that August 1, 2026, is the operative commencement date for rent and operational responsibilities. The leases and memoranda of lease will be conformed as needed before execution to ensure that all elements, such as Effective Date, term commencement, rent commencement, and operational transition provisions are internally consistent.

Staff reviewed the two documents for internal and cross-consistency. Minor drafting errors and omissions were identified, such as with the signature information; internal section cross-references, captions, and document footers; and other non-substantive formatting and typographical corrections such as extraneous commas and mis-formatted property addresses. The provisions requiring the same tenant entity to remain responsible for both leases were adjusted to be consistent in both documents. Additionally, the Bayside provisions concerning existing residents were reconciled with the general restriction against future long-term rental use and a clarifying sentence was added to the end of section 9(b)(6).

Fiscal Impact

The leases will produce combined minimum rent of $12,500 per month, or $150,000 annually, before annual rent adjustments and any additional percentage rent.

The triple-net structure will also transfer responsibility for most operating expenses, utilities, taxes and assessments, maintenance, insurance, and other property-related costs to the tenant.

Conclusion

The conforming corrections noted above do not change the principal financial or business terms previously presented to the Board. Staff recommends approval of both leases as submitted.

6. **Consider and adopt Resolution No. 2026-12 approving a lease with Crescent City Beach Village LLC for the property commonly known as <u>Redwood Harbor Village</u>, located at 159 Starfish Way, Crescent City, authorizing the CEO/Harbormaster to execute the lease subject to final approval by District Counsel.**

Draft RHV Lease available for download here:
https://www.ccharbor.com/files/50484fd89/CCHD-CCBV-RHV+Lease+%28v11.2026%29.pdf

Public Comment?

RESOLUTION NO. 2026-12

A RESOLUTION OF THE CRESCENT CITY HARBOR DISTRICT APPROVING A LEASE WITH CRESCENT CITY BEACH VILLAGE LLC FOR THE PROPERTY COMMONLY KNOWN AS REDWOOD HARBOR VILLAGE, AND AUTHORIZING THE CEO/HARBORMASTER TO EXECUTE THE LEASE SUBJECT TO APPROVAL BY DISTRICT COUNSEL

WHEREAS, the Crescent City Harbor District ("District") is the owner of record of certain real property and improvements commonly known as Redwood Harbor Village RV Park, located at 159 Starfish Way, Crescent City, California, and more particularly described in Exhibit "A" to the Lease; and

WHEREAS, the District has determined that the redevelopment, improvement, and operation of District-owned visitor-serving commercial and recreational facilities is important to the District's long-term financial stability, public service mission, harbor vitality, and economic development objectives; and

WHEREAS, in 2025, the District issued a Request for Proposals ("RFP") concerning the potential lease, development, redevelopment, improvement, and/or operation of District property and facilities associated with the area commonly known as Redwood Harbor Village and related visitor-serving harbor properties; and

WHEREAS, following receipt and evaluation of proposals through a competitive process, the Board of Harbor Commissioners entered into exclusive negotiations with Crescent City Holdings LLC in or about December 2025; and

WHEREAS, after further consideration, and following the expiration of those exclusive negotiations, the District opened negotiations more broadly in or about January 2026; and

WHEREAS, in or about May 2026, following further public discussion, evaluation, and consideration of available proposals and negotiating options, the Board entered into exclusive negotiations with BSD Property Management LLC ("BSD"); and

WHEREAS, those negotiations have resulted in a proposed lease agreement between the District and a new legal entity associated with BSD, and known as CRESCENT CITY BEACH VILLAGE LLC ("CCBV"), for the property commonly known as Redwood Harbor Village ("RHV"), in substantially the form attached to this Resolution as Exhibit "A" ("Lease"); and

WHEREAS, the Lease is intended to provide for the operation, management, improvement, and redevelopment of the RHV property in a manner that supports the District's interests, including increasing and diversifying District revenue, improving District infrastructure and facilities, enhancing the appearance and function of the harbor area, supporting visitor-serving uses, and promoting the economic vitality of the Crescent City Harbor; and

WHEREAS, the Board desires to approve the Lease with CCBV in substantially the form attached hereto as Exhibit "A," subject to such non-substantive, conforming, clarifying, and legally advisable changes as may be approved by District Counsel; and

WHEREAS, the Board finds that approval of the RHV Lease is in the best interests of the District and is consistent with the District's public purposes, including the productive use of District property, improvement of harbor facilities, support for public access and visitor-serving uses, and enhancement of long-term District revenue; and

WHEREAS, the Surplus Land Act (Government Code § 54220 *et seq.*), as amended ("SLA"), defines "surplus land" as "land owned in fee simple by any local agency for which the local agency's governing body takes formal action in a regular public meeting declaring that the land is surplus and is not necessary for the agency's use." Gov't C. § 54221(b)(1); and

WHEREAS, "agency's use" is defined in the Surplus Land Act by non-exclusive lists of examples of what is and is not an "agency's use." See Gov't C. §§ 54221(c)(1) and (c)(2)(A); and

WHEREAS, for non-transit-related districts, what is not considered an "agency's use" by, e.g., cities and counties may constitute an "agency's use" so long as "the agency's governing body takes action in a public meeting declaring that the use of the site will … [d]irectly further the express purpose of agency work or operations." Gov't C. § 54221(c)(2)(B); and

WHEREAS, pursuant to the California Environmental Quality Act (Public Resources Code, § 21000 et seq.), the State CEQA Guidelines (California Code of Regulations, Title 14, § 15000 et seq.), and the District's local CEQA Guidelines (collectively, "CEQA"), the District is the lead agency for the development contemplated by the Lease (the "Project"); and

WHEREAS, in accordance with State CEQA Guidelines section 15061, the District evaluated the Project and considered existing conditions at the subject site and surrounding vicinity, to evaluate whether an exemption from CEQA applied; and

WHEREAS, in accordance with Del Norte County Code ("County Code"), Title 21, Chapter 50, Section 30(A)(2), the District determined that the Project does not require a coastal development permit because the proposed improvements do not (1) involve a risk of adverse environmental effect, (2) adversely affect public access, or (3) involve a change in use contrary to the County's policy; and

WHEREAS, the Project and entry into the Lease would support the four strategic goals, established in the District's 10-Year Strategic Plan (2018-2028), including developing a new revenue stream, increasing income to the District, developing and improving District infrastructure,
and increasing awareness of the District as a tourism destination and enhancing the visitor experience; and

WHEREAS, the Board hereby finds that the Project is in the best interests of the District because it promotes public recreation by providing additional opportunities for the public to access and enjoy the harbor.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF HARBOR COMMISSIONERS OF THE CRESCENT CITY HARBOR DISTRICT THAT:

Section 1. The Recitals set forth above are true and correct and are incorporated into this Resolution by this reference.

Section 2. Surplus Land Act Findings. The Board hereby declares that the real property that is the subject of the Lease is "exempt surplus land" pursuant to Government Code sections 54221(c)(2)(B) and 54221(f)(1)(N). The Board finds that use of the Property under the Lease will directly further the express purposes of the District's work and operations by supporting visitor-serving harbor uses and public recreation, improving and maintaining District infrastructure and facilities, increasing and diversifying revenue available to support District operations and harbor services, enhancing the function and appearance of the harbor, and promoting economic activity associated with the Crescent City Harbor. The Board further finds that leasing District property for these purposes is within the authority granted to the District under applicable law.

Section 3. The Board finds that the Project, including the approval of the Lease and improvements to the RV Park (e.g., landscaping, trenching, electrical and plumbing repairs and improvements, grading, fences, and installation of park model tiny homes), is categorically exempt from CEQA under the Class 1, Class 3, and Class 4 exemptions. An RV park currently operates at the Park, and the leasing of the Park and operation of the Project would involve only a negligible expansion of that existing use. (State CEQA Guidelines, § 15301 [Class 1 exemption applies to the operation, repair, maintenance, permitting, leasing, or minor alteration of existing structures, facilities, or topographical features where the project involves negligible or no expansion of existing or former use].) Additionally, the construction of accessory structures, including the construction of fences, patios, and ancillary facilities—all of which are part of the Project here—are exempt from CEQA. (State CEQA Guidelines, § 15303.) Moreover, minor alterations in the condition of land are exempt from CEQA where, as here, such alterations would not involve removal of healthy, mature, and scenic trees. (State CEQA Guidelines, § 15304.) For all of the foregoing reasons, the Board finds that the Project is categorically exempt from CEQA.

Section 4. The Board hereby approves the Lease with CRESCENT CITY BEACH VILLAGE LLC for the property commonly known as Redwood Harbor Village, in substantially the form attached to this Resolution as Exhibit "A."

Section 5. The CEO/Harbormaster is hereby authorized and directed to execute the Lease on behalf of the District, subject to final review and approval as to form by District Counsel, and subject to such non-substantive, conforming, clarifying, and legally advisable changes as may be approved by District Counsel.

Section 6. The CEO/Harbormaster is hereby authorized and directed to take any and all actions reasonably necessary or advisable to carry out the intent of this Resolution and to implement the Lease, including execution and delivery of related documents, notices, certificates, consents, and other instruments necessary or advisable to consummate the transaction contemplated by the Lease, provided that such actions remain consistent with the material terms approved by the Board.

Section 7. If any provision of this Resolution or the application of any such provision to any person or circumstance is held invalid, such invalidity shall not affect other provisions or applications of this Resolution that can be given effect without the invalid provision or application and, to this end, the provisions of this Resolution are severable. The Board declares that the Board would have adopted this Resolution irrespective of the invalidity of any particular portion of this Resolution.

Section 8. This Resolution shall take effect immediately upon its adoption.

APPROVED, ADOPTED AND SIGNED this 15th day of July, 2026, by the following vote, to wit:

AYES:

NOES:

ABSENT:

ABSTAIN:

____

Rick Shepherd
Chair, Board of Harbor Commissioners
Crescent City Harbor District

ATTESTED:

____

Gerhard Weber
Secretary and Commissioner, Board of Harbor Commissioners
Crescent City Harbor District

7. **Consider and adopt Resolution No. 2026-13 approving a lease with Crescent City Beach Village LLC for the property commonly known as <u>Bayside RV Park</u>, located at 750 US Highway 101, Crescent City, authorizing the CEO/Harbormaster to execute the lease subject to final approval by District Counsel.**

Draft Bayside Lease available for download here:
https://www.ccharbor.com/files/cd36752f4/CCHD-CCBV-Bayside+Lease+%28v11.2026.07.06%29.pdf

Public Comment?

RESOLUTION NO. 2026-13

A RESOLUTION OF THE CRESCENT CITY HARBOR DISTRICT APPROVING A LEASE WITH CRESCENT CITY BEACH VILLAGE LLC FOR THE PROPERTY COMMONLY KNOWN AS BAYSIDE RV PARK, AND AUTHORIZING THE CEO/HARBORMASTER TO EXECUTE THE LEASE SUBJECT TO APPROVAL BY DISTRICT COUNSEL

WHEREAS, the Crescent City Harbor District ("District") is the owner of record of certain real property and improvements commonly known as Bayside RV Park, located at 750 US Highway 101, Crescent City, California, and more particularly described in Exhibit "A" to the Lease; and

WHEREAS, the District has determined that the redevelopment, improvement, and operation of District-owned visitor-serving commercial and recreational facilities is important to the District's long-term financial stability, public service mission, harbor vitality, and economic development objectives; and

WHEREAS, in 2025, the District issued a Request for Proposals ("RFP") concerning the potential lease, development, redevelopment, improvement, and/or operation of District property and facilities associated with the area commonly known as Bayside RV Park and related visitor-serving harbor properties; and

WHEREAS, following receipt and evaluation of proposals through a competitive process, the Board of Harbor Commissioners entered into exclusive negotiations with Crescent City Holdings LLC in or about December 2025; and

WHEREAS, after further consideration, and following the expiration of those exclusive negotiations, the District opened negotiations more broadly in or about January 2026; and

WHEREAS, in or about May 2026, following further public discussion, evaluation, and consideration of available proposals and negotiating options, the Board entered into exclusive negotiations with BSD Property Management LLC ("BSD"); and

WHEREAS, those negotiations have resulted in a proposed lease agreement between the District and a new legal entity associated with BSD, and known as CRESCENT CITY BEACH VILLAGE LLC ("CCBV"), for the property commonly known as Bayside RV Park ("Bayside"), in substantially the form attached to this Resolution as Exhibit "A" ("Lease"); and

WHEREAS, the Lease is intended to provide for the operation, management, improvement, and redevelopment of the Bayside property in a manner that supports the District's interests, including increasing and diversifying District revenue, improving District infrastructure and facilities, enhancing the appearance and function of the harbor area, supporting visitor-serving uses, and promoting the economic vitality of the Crescent City Harbor; and

WHEREAS, the Board desires to approve the Lease with CCBV in substantially the form attached hereto as Exhibit "A," subject to such non-substantive, conforming, clarifying, and legally advisable changes as may be approved by District Counsel; and

WHEREAS, the Board finds that approval of the Bayside Lease is in the best interests of the District and is consistent with the District's public purposes, including the productive use of District property, improvement of harbor facilities, support for public access and visitor-serving uses, and enhancement of long-term District revenue; and

WHEREAS, the Surplus Land Act (Government Code § 54220 *et seq.*), as amended ("SLA"), defines "surplus land" as "land owned in fee simple by any local agency for which the local agency's governing body takes formal action in a regular public meeting declaring that the land is surplus and is not necessary for the agency's use." Gov't C. § 54221(b)(1); and

WHEREAS, "agency's use" is defined in the Surplus Land Act by non-exclusive lists of examples of what is and is not an "agency's use." See Gov't C. §§ 54221(c)(1) and (c)(2)(A); and

WHEREAS, for non-transit-related districts, what is not considered an "agency's use" by, e.g., cities and counties may constitute an "agency's use" so long as "the agency's governing body takes action in a public meeting declaring that the use of the site will … [d]irectly further the express purpose of agency work or operations." Gov't C. § 54221(c)(2)(B); and

WHEREAS, pursuant to the California Environmental Quality Act (Public Resources Code, § 21000 et seq.), the State CEQA Guidelines (California Code of Regulations, Title 14, § 15000 et seq.), and the District's local CEQA Guidelines (collectively, "CEQA"), the District is the lead agency for the development contemplated by the Lease (the "Project"); and

WHEREAS, in accordance with State CEQA Guidelines section 15061, the District evaluated the Project and considered existing conditions at the subject site and surrounding vicinity, to evaluate whether an exemption from CEQA applied; and

WHEREAS, in accordance with Del Norte County Code ("County Code"), Title 21, Chapter 50, Section 30(A)(2), the District determined that the Project does not require a coastal development permit because the proposed improvements do not (1) involve a risk of adverse environmental effect, (2) adversely affect public access, or (3) involve a change in use contrary to the County's policy; and

WHEREAS, the Project and entry into the Lease would support the four strategic goals, established in the District's 10-Year Strategic Plan (2018-2028), including developing a new revenue stream, increasing income to the District, developing and improving District infrastructure,
and increasing awareness of the District as a tourism destination and enhancing the visitor experience; and

WHEREAS, the Board hereby finds that the Project is in the best interests of the District because it promotes public recreation by providing additional opportunities for the public to access and enjoy the harbor.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF HARBOR COMMISSIONERS OF THE CRESCENT CITY HARBOR DISTRICT THAT:

Section 1. The Recitals set forth above are true and correct and are incorporated into this Resolution by this reference.

Section 2. Surplus Land Act Findings. The Board hereby declares that the real property that is the subject of the Lease is "exempt surplus land" pursuant to Government Code sections 54221(c)(2)(B) and 54221(f)(1)(N). The Board finds that use of the Property under the Lease will directly further the express purposes of the District's work and operations by supporting visitor-serving harbor uses and public recreation, improving and maintaining District infrastructure and facilities, increasing and diversifying revenue available to support District operations and harbor services, enhancing the function and appearance of the harbor, and promoting economic activity associated with the Crescent City Harbor. The Board further finds that leasing District property for these purposes is within the authority granted to the District under applicable law.

Section 3. The Board finds that the Project, including the approval of the Lease and improvements to the RV Park (e.g., landscaping, trenching, electrical and plumbing repairs and improvements, grading, fences, and installation of park model tiny homes), is categorically exempt from CEQA under the Class 1, Class 3, and Class 4 exemptions. An RV park currently operates at the Park, and the leasing of the Park and operation of the Project would involve only a negligible expansion of that existing use. (State CEQA Guidelines, § 15301 [Class 1 exemption applies to the operation, repair, maintenance, permitting, leasing, or minor alteration of existing structures, facilities, or topographical features where the project involves negligible or no expansion of existing or former use].) Additionally, the construction of accessory structures, including the construction of fences, patios, and ancillary facilities—all of which are part of the Project here—are exempt from CEQA. (State CEQA Guidelines, § 15303.) Moreover, minor alterations in the condition of land are exempt from CEQA where, as here, such alterations would not involve removal of healthy, mature, and scenic trees. (State CEQA Guidelines, § 15304.) For all of the foregoing reasons, the Board finds that the Project is categorically exempt from CEQA.

Section 4. The Board hereby approves the Lease with CRESCENT CITY BEACH VILLAGE LLC for the property commonly known as Bayside RV Park, in substantially the form attached to this Resolution as Exhibit "A."

Section 5. The CEO/Harbormaster is hereby authorized and directed to execute the Lease on behalf of the District, subject to final review and approval as to form by District Counsel, and subject to such non-substantive, conforming, clarifying, and legally advisable changes as may be approved by District Counsel.

Section 6. The CEO/Harbormaster is hereby authorized and directed to take any and all actions reasonably necessary or advisable to carry out the intent of this Resolution and to implement the Lease, including execution and delivery of related documents, notices, certificates, consents, and other instruments necessary or advisable to consummate the transaction contemplated by the Lease, provided that such actions remain consistent with the material terms approved by the Board.

Section 7. If any provision of this Resolution or the application of any such provision to any person or circumstance is held invalid, such invalidity shall not affect other provisions or applications of this Resolution that can be given effect without the invalid provision or application and, to this end, the provisions of this Resolution are severable. The Board declares that the Board would have adopted this Resolution irrespective of the invalidity of any particular portion of this Resolution.

Section 8. This Resolution shall take effect immediately upon its adoption.

APPROVED, ADOPTED AND SIGNED this 15th day of July, 2026, by the following vote, to wit:

AYES:

NOES:

ABSENT:

ABSTAIN:

____

Rick Shepherd
Chair, Board of Harbor Commissioners
Crescent City Harbor District

ATTESTED:

____

Gerhard Weber
Secretary and Commissioner, Board of Harbor Commissioners
Crescent City Harbor District

8. **Consider and adopt Resolution No. 2026-14 appointing the District Treasurer pursuant to Harbors and Navigation Code section 6071, and authorizing the Treasurer to appoint one or more Deputy Treasurers as permitted by law.**

Public Comment?

Staff Report

To: Board of Harbor Commissioners

From: Mike Rademaker, CEO/Harbormaster

Date: July 13, 2026

Subject: Superseding Recommendation Concerning Appointment of District Treasurer; Appointment of Board Secretary as District Treasurer

Background

A report from the CCHD "Committee on Legal Affairs, Policies, and Procedures" dated December 14, 2024 stated that:

"*The California Harbors and Navigation Code stipulates that a Treasurer must be appointed by the Board and must not be a member of the Board*."

This understanding substantially influenced the initial proposal to appoint the CEO/Harbormaster as District Treasurer. If a commissioner were categorically ineligible, the consolidated executive position appeared to be the next most practical internal appointment, particularly because the CEO/Harbormaster already coordinates the District's fiscal personnel, accountants, auditors, financial institutions, and financial advisors. In addition, the CEO/Harbormaster is already among the positions covered by the District's faithful-performance insurance.

Nevertheless, given the extensive responsibilities already assigned to the consolidated executive position, the CEO/Harbormaster expressed concerns to the Chair of the Board that assuming the additional statutory office of Treasurer might pose practical time challenges.

Fortunately, further review of the statutory text quoted in the 2024 committee report has revealed that there appears to be greater legal flexibility in Harbors and Navigation Code section 6071. Section 6071 requires the Board to appoint a Treasurer who serves at the pleasure of the Board, but it does not expressly say that the Treasurer must be an employee, an outside professional, or a person who is not a commissioner. Apparently, the inferred prohibition was made after considering H&N Code section 6055, which expressly requires the Board to select its President and Secretary from among the commissioners, while this requirement is absent for the Treasurer. However, there is not an express prohibition in section 6071, and some Harbor Districts have appointed Board members to the Treasurer position.

David Negus, the District's former Director of Operations, was previously appointed to serve as District Treasurer. As part of a subsequent organizational restructuring intended to streamline operations and reduce payroll expenses, the Director of Operations position was eliminated and its responsibilities were subsumed into the CEO/Harbormaster position. In implementing that restructuring, it was understood by staff that the Treasurer responsibilities would be absorbed as part of the consolidated executive position. The prior draft of Resolution 2026-14 was intended to make that understanding explicit through a formal Board appointment.

Nonetheless, after discussions between the CEO/Harbormaster and the Chair of the Board, the CEO/Harbormaster expressed concerns about whether the duties assigned to the CEO/Harbormaster are becoming excessive and unrealistic, especially given the substantial hours of service already required of the CEO/Harbormaster.

An alternative recommendation is to appoint the current Secretary of the Board as District Treasurer, so that the offices would be held by a single Secretary/Treasurer. This alternative recognizes that the duties formerly divided among the CEO/Harbormaster, Assistant Harbormaster, and Director of Operations have been consolidated into one CEO/Harbormaster position, which already carries an unusually broad portfolio of executive, operational, financial, regulatory, personnel, grant, emergency-management, and public-facing responsibilities.

Discussion

Nature of the Treasurer Office

California Harbors and Navigation Code section 6071 assigns the Treasurer legal responsibility for receiving and safely keeping District moneys, complying with laws governing the deposit and security of public funds, paying money only pursuant to duly authorized warrants, and providing written accountings of receipts, disbursements, and fund balances at least monthly. The office also carries oath and faithful-performance protection requirements.

In the District's current operating structure, however, most routine financial processing, bookkeeping, reconciliation, document preparation, banking coordination, and audit support are performed by fiscal personnel, outside consultants, financial institutions, and professional advisors. Section 6071 permits the Treasurer to appoint one or more deputies. Accordingly, the additional day-to-day workload for the appointed Treasurer can be limited and primarily oversight, review, certification, and reporting oriented.

Operational Basis for a Secretary/Treasurer Model

From an operational standpoint, combining the Board Secretary and District Treasurer functions would place the statutory Treasurer office with a Board officer who already has responsibility for official Board records, attestations, and coordination. This type of approach has been used by other California harbor districts. For example, the San Mateo County Harbor District has elected commissioners to serve as Treasurer.

This model would avoid adding another statutory office to the CEO/Harbormaster after the consolidation of three executive functions into that position. The CEO/Harbormaster and fiscal personnel would continue to prepare financial information, coordinate with professional service providers, and implement Board-approved fiscal policy, while the Treasurer would perform the oversight and reporting functions assigned by law.

Monthly Reporting

The revised structure provides some efficiency and simplicity gains, because H&N Section 6071 requires the Treasurer to submit the monthly written accounting to the District Secretary and file a copy with the Board. If the same individual serves as both Secretary and Treasurer, an internal transmittal step is avoided for efficiency, while the report is still presented to the full Board as required. Logically, the report could be prepared by fiscal staff or a Deputy Treasurer, reviewed by the Treasurer, included in the public Board packet, and affirmatively received by the full Board. Existing financial controls concerning authorization, disbursement, reconciliation, check signatures, and independent audit should remain unchanged.

Deputy Treasurer Authority and Staff Support

Section 6071 expressly permits the Treasurer to appoint one or more deputies and makes the Treasurer responsible for their acts. The resolution recognizes this authority while preserving the District's administrative chain of command. Any appointment of a District employee as Deputy Treasurer would be made in writing, in consultation with the CEO/Harbormaster, and would not authorize an individual commissioner to direct or supervise staff outside the authority specifically conferred by law and the written deputy designation. No additional compensation would be paid unless separately approved by the Board.

Faithful-Performance and Oath

Section 6071 requires the Treasurer to execute faithful-performance bond protection in an amount fixed by Board resolution and to take and file the constitutional oath of office. Government Code section 53226.3 permits a local agency to maintain insurance against losses caused by officers or employees in lieu of individual bonds when the coverage provides equivalent or greater protection. The Board previously elected that approach through Resolution No. 2026-02.

The existing CCHD policy materials identify the CEO/Harbormaster and Commissioners as scheduled covered positions and include faithful-performance coverage. Nonetheless, before the appointment becomes operative, the District should obtain a specific written coverage confirmation or endorsement naming the Secretary of the Board while acting as District Treasurer, or procure a separate Treasurer bond approved by the Board. The appointee may also need to take and file the additional oath required for the Treasurer office.

Fiscal Impact

No additional salary or stipend is proposed for the Secretary/Treasurer appointment. The District may incur a modest premium or bond expense to obtain coverage specifically applicable to the appointed Treasurer. Routine staff support would be provided within existing assignments, and any additional compensation for a Deputy Treasurer would require separate Board approval.

Conclusion

The earlier CEO/Harbormaster recommendation was logically based on the accepted premise that a commissioner could not serve as Treasurer. However, further review of Harbors and Navigation Code appears to allow greater flexibility. Furthermore, a Secretary/Treasurer model has an operational efficiency gain. Adoption of the proposed resolution will formally identify the District Treasurer according to the Board's preference, which previously has been the CEO/Harbormaster in practice, following prior consolidation of executive positions.

RESOLUTION NO. 2026-14

A RESOLUTION OF THE CRESCENT CITY HARBOR DISTRICT APPOINTING THE DISTRICT TREASURER; AND RECOGNIZING THE AUTHORITY TO APPOINT DEPUTY TREASURERS

WHEREAS, the Crescent City Harbor District (the "District") is a special district organized and operating pursuant to the California Harbors and Navigation Code; and

WHEREAS, Harbors and Navigation Code section 6071 requires the Board of Harbor Commissioners to appoint a Treasurer who serves at the pleasure of the Board and is responsible for receiving and safely keeping District moneys, complying with laws governing the deposit and securing of public funds, making authorized disbursements, and providing regular written accountings; and

WHEREAS, section 6071 further authorizes the Treasurer to appoint a deputy or deputies, for whose acts the Treasurer remains responsible, and requires the Treasurer to satisfy applicable faithful-performance protection and oath-of-office requirements; and

WHEREAS, David Negus, the District's former Director of Operations, was previously appointed to serve as District Treasurer; and

WHEREAS, as part of an organizational restructuring intended to streamline District operations and reduce payroll expenses, the Director of Operations position was eliminated and its duties were subsumed into the CEO/Harbormaster position; and

WHEREAS, although the Treasurer responsibilities were understood by staff to be absorbed into the consolidated CEO/Harbormaster position, this has created a potentially unsustainable burden on a single employee in light of the extensive responsibilities already assigned to the consolidated position, and the Board now desires to expressly appoint an alternative District Treasurer; and

WHEREAS, by Resolution No. 2026-02, the Board previously elected to maintain insurance coverage in lieu of individual official bonds pursuant to Government Code section 53226.3 and related provisions; and

WHEREAS, the Board desires to ensure that the coverage maintained by the District expressly applies to the statutory office of District Treasurer, or, if necessary, that an appropriate endorsement or separate coverage is obtained; and

WHEREAS, the Board finds that formally appointing the Treasurer clarifies the District's current organizational structure.

NOW, THEREFORE, BE IT RESOLVED by the Board of Harbor Commissioners of the Crescent City Harbor District as follows:

SECTION 1. APPOINTMENT OF DISTRICT TREASURER.
The individual currently serving in the position of ____________________ for the Crescent City Harbor District shall serve as Treasurer. The Treasurer shall hold office at the pleasure of the Board. This appointment does not create additional compensation unless separately approved by the Board.

SECTION 2. DUTIES AND LIMITATIONS.
The Treasurer shall perform the duties prescribed by Harbors and Navigation Code section 6071 and all other applicable laws, resolutions, policies, and lawful directives of the Board. This appointment does not confer independent authority to expend, invest, transfer, or otherwise dispose of District funds except as authorized by law and Board-approved policies or actions.

SECTION 3. DEPUTY TREASURER OR DEPUTY TREASURERS.
Consistent with Harbors and Navigation Code section 6071, the Treasurer may appoint one or more qualified District employees as Deputy Treasurer(s) The Treasurer remains responsible for the acts of each deputy. A deputy shall receive no additional compensation unless separately approved by the Board. Appointment of a deputy does not alter the Board's exclusive authority to appoint or remove the District Treasurer.

SECTION 4. FAITHFUL-PERFORMANCE COVERAGE.
The Board reaffirms Resolution No. 2026-02 and the District's election under Government Code section 53226.3 to maintain insurance coverage in lieu of individual official bonds. For purposes of this appointment, the Board

determines that faithful-performance protection for the Treasurer shall be maintained in an amount of not less than fifty thousand dollars ($50,000). The District shall obtain written confirmation from its insurer or insurance broker that existing coverage applies to the District Treasurer. If such confirmation or endorsement cannot be obtained, the District shall procure legally sufficient coverage.

SECTION 5. PRIOR APPOINTMENT.
Any prior appointment of David Negus or any other District officer or employee as District Treasurer is acknowledged as terminated and is hereby rescinded to the extent any such appointment might otherwise be construed as remaining in effect.

SECTION 6. SEVERABILITY.
If any provision of this Resolution is held invalid, the remaining provisions shall remain in full force and effect.

SECTION 7. EFFECTIVE DATE.
This Resolution shall take effect immediately upon adoption.

APPROVED, ADOPTED AND SIGNED this 15th day of July, 2026, by the following vote, to wit:

AYES:

NOES:

ABSENT:

ABSTAIN:

____
Rick Shepherd
Chair, Board of Harbor Commissioners
Crescent City Harbor District

ATTESTED:

____

Justin Hanks
Clerk, Board of Harbor Commissioners
Crescent City Harbor District

9. MEETING ADJOURNMENT

Adjournment of the Board of Harbor Commissioners will be until the next meeting scheduled for ***Wednesday, July 22, 2026****,* ***at 2 p.m.*** *(Special Meeting). 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.*