



Board of Harbor Commissioners of the Crescent City Harbor District

Wes White, President

Scott R. J. Feller, Secretary

Patrick A. Bailey, Commissioner

Ronald A. Phillips, Commissioner

James Ramsey, Commissioner

MINUTES

Board of Harbor Commissioners of the Crescent City Harbor District Regular Meeting, Tuesday, August 4, 2015, 5:30 P.M.

COMMISSIONERS PRESENT:

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

COMMISSIONERS ABSENT:

None

OTHERS PRESENT:

Charlie Helms, CEO/Harbormaster
Nicole Burshem, PS Business
Debbie Long

Robert Black
Ted Long

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

President White called the meeting to order in regular session at 5:30 p.m.

Public Comment prior to Closed Session

The following person(s) addressed the Commission regarding closed session matters: None.

Closed Session. The Board of Harbor Commissioners will now meet in Closed Session to discuss the following items

- 1. Hold a closed session to discuss the following items: Conference with legal counsel regarding: (1) Existing litigation: Danielson v. Dutra, Case No. CVUJ 14-1335; (2) Significant exposure to litigation pursuant to Gov't Code**

Section 54956.9 (b) -- one case; (3) Initiation of litigation pursuant to Gov't Code Section 54956.9 c -- one case.

- 2. Conference with real property negotiators regarding transfer, terms and conditions of lease on property at 110 Anchor Way, Crescent City, California -- negotiators: Scott Feller, Ron Phillips and Charles Helms.**

REPORT OUT OF CLOSED SESSION

President White recessed the regular session at 5:35 p.m. and immediately convened in closed session to discuss the items listed above. The closed session was adjourned at 6:35 p.m.

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

President White reconvened the meeting in open session at 6:35 p.m. and Counsel reported that the following actions were taken in closed session: There was no action taken.

Robert Black left the meeting at 6:35 p.m.

Pledge of Allegiance

The pledge was led by Mr. Helms.

Public Comment

The following person(s) addressed the Commission: None

- 1. Consent Agenda**
Requests to remove items from the Consent Agenda may be heard at this time
 - A) Approval of the warrant list since the July 21, 2015 Harbor Commission Meeting**
 - B) Approval of the minutes of the Special Meeting of July 7, 2015**

Commissioner Feller asked if the name for the Hemmingsen truck could be changed to the brown truck or something else. Mr. Helms noted the Harbor was already in the process of changing the name of the truck. Commissioner Phillips asked in regards to the raingear, gloves, and uniforms. Mr. Helms commented that is for the uniform service. President White asked in regards to CMC dues and memberships. Mr. Helms commented CMC is the California Marine Association that works with dredging issues. President White asked if the Harbor still did the oil recycling with Therma Fluids. Mr. Helms commented Therma Fluids stopped coming out to do the oil recycling. President White asked what Tech Wild Web Hoisting meant. Mr. Helms commented it is Tech Wild Web Hosting, not hoisting.

ON A MOTION BY COMMISSIONER PHILLIPS, SECONDED BY COMMISSIONER FELLER, AND UNANIMOUSLY CARRIED ON A POLLED VOTE, THE CRESCENT

CITY HARBOR DISTRICT BOARD OF COMMISSIONERS APPROVED AND ADOPTED THE CONSENT AGENDA, CONSISTING OF ITEMS 1. A-B, AS PRESENTED.

2. Discussion and consideration of approving the lease for Fashion Blacksmith, Inc. Take action as necessary and appropriate

Discussion was held in regards to approving Fashion Blacksmith, INC. lease. President White suggested going CPI on the minimum percentage. Mr. Helms noted Fashion Blacksmith, Inc. is already on the minimum percentage in their CPI. President White asked why 4% and not 5%. Mr. Helms commented there were two tiers one at 2.5% and one at 5% and the bulk of the work came in at 2.5%, so Fashion Blacksmith, Inc. and the Harbor agreed on 4%.

ON A MOTION BY COMMISSIONER FELLER, SECONDED BY COMMISSIONER RAMSEY, AND UNANIMOUSLY CARRIED ON A POLLED VOTE, THE CRESCENT CITY HARBOR DISTRICT BOARD OF COMMISSIONERS APPROVED AND ADOPTED THE APPROVAL OF THE LEASE FOR FASHION BLACKSMITH, INC., AS PRESENTED.

3. Discussion and consideration of the Harbormaster attending the 67th Annual Training Conference of the California Association of Harbor Masters and Port Captains. Take action as necessary and appropriate

Discussion was held in regards to Harbormaster attending the 67th Annual training Conference. Mr. Helms commented he broke down the difference between driving and flying, it came out to be cheaper to drive. Mr. Helms noted he got a group rate of \$164.00 a night at the hotel. Mr. Helms commented the trip all together would cost \$1620.00 not including hotel taxes and fees. Commissioner Bailey commented the Harbor should participate at the conference. Commissioner Feller asked would you get \$1620.00 worth of benefits for the Harbor. Mr. Helms commented he feels that he will. President White asked how long is Mr. Helm's term on the Board. Mr. Helms commented for four years. Commissioner Phillips asked if this was in the budget. Mr. Helms noted that it was.

ON A MOTION BY COMMISSIONER FELLER, SECONDED BY COMMISSIONER BAILEY, AND UNANIMOUSLY CARRIED ON A POLLED VOTE, THE CRESCENT CITY HARBOR DISTRICT BOARD OF COMMISSIONERS APPROVED AND ADOPTED THE HARBORMASTER ATTENDING THE 67TH ANNUAL TRAINING CONFERENCE OF THE CALIFORNIA ASSOCIATION OF HARBOR MASTERS AND PORT CAPTAINS, AS PRESENTED

4. Committee Reports.

The following committee reports were made:

Financial – NONE

Budget Committee – NONE

Design Oversight – NONE

Dredge –NONE

Events – NONE
Ordinance and Policy – NONE
Lease Committee – Mr. Helms suggested scheduling a meeting.
Park Model Construction – NONE
Real Estate Policy/Lease Committee – NONE
North Coast Tsunami Center Committee – NONE
Dutra Dispute Resolution Committee – NONE
Employee Negotiations – NONE
Insurance Committee – NONE
Zoning and Land Use – President White asked if anything is happening. Mr. Helms commented Mr. Tavasci and himself were working on speeding up the process.
Marketing – NONE
Maintenance and Repair - NONE
IGRC – NONE
TWO BY TWO- NONE
Chamber – Commissioner Phillips commented there was a meeting held July 31, 2015. The Chamber was requested to write a letter requesting removal of Mr. Gitlin from the Chamber Board. The Chamber Board wrote a letter with regards to not removing Mr. Gitlin. Commissioner Phillips commented there is nothing else happening besides the Sea Cruise coming up in October.
PORT SAFETY- NONE
Land Use Plan – NONE
Personnel – NONE

5. **CEO Report.**

The CEO's report included the written report in the agenda packet and the following: Mr. Helms commented in regards to Revenue Generation. Mr. Helms commented the Harbor is working on collection updates. Mr. Helms commented Deputy Harbor Master is working on bringing in collections to small claims court to collect money owed and has made arrangements for payment plans. Commissioner Phillips asked if the collection updates could be added to the agenda for a while to show the Commissioners what is happening with the collection process. Mr. Helms commented he would include a spreadsheet. Commissioner Feller asked to include the information without any specific names. Mr. Helms commented in regards to Cost Reduction. Mr. Helms commented the Harbor is looking into rebates and changing little things such as lights and having Harbor maintenance take care of jobs, if possible, so the Harbor doesn't have to hire outside. Mr. Helms commented in regards to the Dredging Update. Mr. Helms commented the soil samples came back from being tested and the results didn't come back as good as he hoped they would. President White asked if it would be useful to speak with the Agricultural Department on how to get the soil up to code to be used for landscaping and farming purposes. Mr. Helms commented Greg Burns is working on dredging and Mr. Helms updated Mr. Burns on what the current situation is on dredging. President White asked what the Army Core was doing about cleaning up the dredging materials. Mr. Helms commented the Colonel said that his goal is to clear out the dredge materials and is looking into an offshore disposal. Commissioner Bailey asked if this was for both districts. Mr. Helms commented that it is for Brookings and Crescent City. President White asked in regards to the material in the Pond. Mr. Helms commented the results

just came back and he is still looking into seeing what the soil can be used for. President White suggested asking Humboldt specifically if the soil can be used in the Lily Bulb fields. Mr. Helms commented in regards to Englund Marine. Mr. Helms commented the appraisal has not come back yet and hopefully have the appraisal by August 6, 2015. Starfish and Anchor Way are ready to go, but because what is happening with Porcini's the Lessee doesn't want to hook anything up. Mr. Helms commented in regards to the Tsunami Experience. Mr. Helms commented he spoke with Laurie Johnson and she helped getting funding from Housing and Community Development to get some basic engineering done. President White commented he spoke with an individual who told President White that the current Super Intendant has the power to make the decision. Mr. Helms commented in regards to the RV Park Focus. Mr. Helms commented he looked at and measured the acreage to be used for the RV Park. There are already showers and restrooms running to utilize while people visit the RV Park. Commissioner Feller suggested accelerating the plan to get this up and running. President White asked in regards to a tent camping area. Mr. Helms commented there was a plan to discuss about setting it up where the fish station is, there is electricity is already hooked up. Mr. Ramsey asked if the fish cleaning station could be moved next to the bathrooms. Mr. Helms commented he wants to move the fish cleaning station further away from the tent camping area. Mr. Helms commented in regards to the Old Englund Marine Building. Mr. Helms commented the Harbor is waiting for the appraisal to come back. Mr. Helms commented the Harbor would start promoting the building to breweries. Mr. Helms reported in regards to Porcinis. Mr. Helms commented in regards to Information Center. Mr. Helms commented the Harbor is considered new to retail so the business the Harbor orders from won't ship the product until the payment is approved and cleared. Commissioner Phillips commented he was concerned about the front door not being inviting enough. Mr. Helms commented the Harbor is already looking into replacing the door.

6. Board Comments.

The board of Commissioners commented on the following: Commissioner Bailey asked if seeking help from a Congressman would move the FEMA appeal along. Mr. Helms commented it has worked in the past and it is up to the Board if they want to do that. Commissioner Feller asked if the Commission could get an updated phone list. Mr. Helms commented the Harbor just updated the phone list and he will email the updated list to the Commissioners.

7. Adjournment

Adjournment to the next Regular Meeting scheduled on Tuesday, August 18, 2015 at 6:30 P.M.

There being no further business to come before the Commission, President White adjourned the meeting at 7:22 p.m., until the next regularly scheduled meeting on August 18, 2015.

Wes White, President

Scott Feller, Secretary

Approved this _____ day
of _____, 2015.

Possession