

Board Of Harbor Commissioners

Crescent City Harbor District

15 February 2022

Regular Harbor Commission Meeting



Regular Meeting

Board of Harbor Commissioners of the Crescent City Harbor District

Rick Shepherd, President Harry Adams, Secretary

Wes White, Commissioner; Brian Stone, Commissioner; Gerhard Weber, Commissioner

AGENDA

Date: Tuesday, February 15, 2022

Time: Open Session 2:00 p.m.
Closed Session following Open Session

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

PURSUANT TO AB 361, THE PUBLIC AND BOARD MAY PARTICIPATE IN THIS MEETING VIA TELECONFERENCE AS SOCIAL DISTANCING MEASURES ARE RECOMMENDED BY STATE OFFICIALS.

Virtual Meeting Options

Link for Zoom Webinar: <https://us02web.zoom.us/j/82717545424?pwd=aExZeTRuL0VreFVEZGwweUR2TEpldz09>

Please enter passcode: 182536

Call to Order

Roll Call

Pledge of Allegiance

Public Comment

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

REGULAR SESSION

1. Consent Calendar

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

- a. Approval of the Meeting Minutes of the January 18, 2022 Regular Meeting.**
- b. Approval of the Warrant List from January 28, 2022 through February 10, 2022.**

2. Financial Report

- a. Account Balances, Accounts Receivable Report**

3. New Business

- a. Long-term tenants Transition Plan Q&A Session.**
- b. Review and vote to approve proposal from Rural Human Services for 2022 Farmer's Market Events.**
- c. Review and vote to approve Proposal by Pacific Affiliates for Surveying and Sampling the Outer Boat Basin.**
- d. Vote to approve sending one CCHD Staff Member to Pacific Offshore Wind Summit in San Francisco in March 2022.**

4. Unfinished Business

- a. Dredge Update from Army Corps of Engineers**
- b. Solar Update**

- 5. Communications and Reports**
 - a. CEO/Harbor Master Report**
 - b. Harbor Commissioner Reports**

- 6. Adjourn to Closed Session**

CLOSED SESSION

- a. CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION**
(Government Code section 54956.9(d)(2))
Significant Exposure to Litigation: One case based on correspondence with Fashion Blacksmith regarding claim for damages.

- 7. Adjourn Closed Session**

- 8. Report out of Closed Session**

- 9. ADJOURNMENT**

Adjournment of the Board of Harbor Commissioners will be until the next meeting scheduled for Tuesday, March 1, 2022, at 2 p.m. PDT. The Crescent City Harbor District complies with the Americans with Disabilities Act. Upon request, this agenda will be made available in appropriate alternative formats to person with disabilities, as required by Section 12132 of the Americans with Disabilities Act of 1990 (42 U.S.C. §12132). Any person with a disability who requires modification in order to participate in a meeting should direct such request to (707) 464-6174 at least 48 hours before the meeting, if possible.



1. Consent Calendar

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

- a. Approval of the Meeting Minutes of the January 18, 2022 Regular Meeting.**
- b. Approval of the Warrant List from January 28, 2022 through February 10, 2022.**

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	January 18, 2022 2:00 p.m.

Board of Harbor Commissioners of the Crescent City Harbor District

MINUTES

Regular Meeting, Tuesday January 18, 2022 at 2:00 P.M.

CALL TO ORDER: 2:00 PM

ROLL CALL:

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

ABSENT: NONE

QUORUM: YES

PLEDGE OF ALLEGIANCE:

PUBLIC COMMENT: The following individuals addressed the Board regarding subject matters not on the meeting agenda:

Several members of the public expressed opposition to plans to redevelop the Harbor. A marina tenant recounted the theft of property from his boat. He urged the Board to change the Harbor's gate policy at the docks. He proposed that gates be kept locked 24/7.

1) CONSENT CALENDAR

(1A) Approval of the Meeting Minutes of the December 21, 2021 Regular Meeting

(1B) Approval of the Warrant List from December 31, 2021 through January 13, 2022.

The Board reviewed various entries on the warrant list, and received clarification from CEO/Harbormaster Tim Petrick. An extended discussion focused on the total amount paid to Harshwal & Company LLP, an accounting firm that was contracted to perform two independent audits of the Harbor (FY18/19, and FY19/20). The Board directed Harbor staff to verify that the total amount paid matched the original bid for the contract with Harshwal, or else identify any reasonable explanations for any deviations. Secretary Adams **moved** to approve the consent calendar. Commissioner White **seconded** the motion. President Shepherd then opened up public comment on the agenda item. No members of the public commented. President Shepherd then moved the discussion back to the Board.

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

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

Absent: NONE / *Abstain:* NONE

2) NEW BUSINESS

(2A) Review of Bottom-Line Savings from Solar Production

CEO/Harbormaster Tim Petrick provided an analysis of the Harbor's electricity expenses. Solar energy production had allowed the Harbor to realize a net savings of \$16,470. The savings was expected to rise to approximately \$50,000 per year. Mr. Petrick emphasized that the solar project was entirely privately funded. Everything from the equipment purchase, installation expenses, to ongoing maintenance was the responsibility of the independent solar project operator, and would remain that way in perpetuity.

Discussion then turned to the Solar Licensing Agreement (SLA) incentive payment that was due to the Harbor. CEO/Harbormaster Petrick confirmed that the SLA payment had not yet been received. However, he explained that the Harbor was protected from losing that money because the contract with the solar operator, American Diversified Energy Crescent City (ADECC), specified that the Harbor was not obligated to pay for electricity until the SLA payment was received.

Commissioner Stone discussed the financial insolvency of ADECC, and suggested that the Harbor might consider buying out the solar system from ADECC to potentially realize even more savings long-term. Secretary Adams and President Shepherd expressed concern that the cost of maintaining the solar system was uncertain, and it might not be prudent for the Harbor to take on the financial risk. Commissioner Weber mentioned that it appeared ADECC might go out of business, potentially leaving the Harbor with the burden of maintaining the solar system whether it wanted to or not. President Shepherd commented that the risk to benefit analysis of buying out the solar system all came down to the buyout price. President Shepherd asked Harbor staff to look into the matter further and produce a report.

Commissioner Stone asked staff to look into the Harbor's contract with ADECC to determine the terms governing cleaning of the solar panels, including the cleaning frequency. President Shepherd then opened up public comment. Roger Gitlin expressed concern

about the potential maintenance costs of the solar system. President Shepherd then moved the discussion to the next agenda item.

(2B) Review and discuss cost estimation for B-Dock Restroom and vote to approve.

CEO/Harbormaster Tim Petrick reviewed a bid submitted by the Public Restroom Company (PRC) for the construction of a new restroom facility adjacent to “B” dock. PRC had previously installed restrooms adjacent to “E” dock, and another restroom facility adjacent to the boat launch ramp. The total bid price for the proposed new facility was \$574,639. Mr. Petrick acknowledged that the cost was quite high, and he recommended that the Harbor obtain a bid for refurbishing the existing “B” dock restrooms, as opposed to brand new construction. Mr. Petrick noted that the existing restroom facility did not include showers, whereas the PRC bid included showers.

Commissioner White made a **motion** to direct staff to investigate: 1) constructing a new restroom facility using contractors other than PRC, 2) refurbishing the existing restroom facility, and 3) using a mobile restroom facility. Secretary Adams **seconded** the motion.

Commissioner Weber expressed shock at the cost of the restroom bid from PRC, which was in the range of the construction cost for an entire home, and a very nice one. Commissioner Stone brought attention to the Infrastructure Investment and Jobs Act of 2021 (Public Law No: 117-58), which designated \$81 billion in funding for ports and harbors. As a result, CCHD might be able to obtain grant funding to construct the restrooms. Commissioner Stone expected the funding to be disbursed within 18 months.

President Shepherd then opened up public comment. No members of the public commented. President Shepherd then moved the discussion back to the Board.

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

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

Absent: NONE / *Abstain:* NONE

(2C) Appoint Ad Hoc committee to assess harbor property for repair or replacement.

President Shepherd provided background and explained that the idea for an ad hoc committee was proposed by Secretary Adams. The idea was to conduct a comprehensive survey of Harbor property, everything from onshore buildings to the seawall, and to establish a priority list for taking action to repair or replace infrastructure. President Shepherd appointed himself and Secretary Adams to the ad hoc committee. Commissioner Stone requested that any items recommended for repair or replacement should have their eligibility assessed for grant funding under the Infrastructure Investment and Jobs Act of 2021.

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

3) UNFINISHED BUSINESS

(3A) Review and discuss modernization of the Harbor District's vehicle fleet.

CEO/Harbormaster Tim Petrick reviewed background materials and compared two different quotes for vehicles. One quote was from Leasing Associates (LA) based out of Santa Fe Springs, CA, for a 48-month lease of Ford F-150 trucks (2022 model year, gasoline powered), at a cost of \$33,647.52 per vehicle. A second quote was from the Ford Motor Credit Company (FMCC), working through its dealer, Crater Lake Ford, based out of Medford, OR, for the purchase of four Ford F-150 trucks (2022 model year, hybrid gasoline-electric), at a cost of \$37,582.00 per truck. The LA quote clearly had a cost advantage for the first 4 years. However, the FMCC quote had the potential for a lower long-term cost after 4 years, given that the vehicles would be owned outright after 4 years.

CEO/Harbormaster Petrick then explained the potential for operational cost savings from the hybrid powertrain vehicles proposed in the FMCC bid. For short trips around the Harbor, the hybrid vehicles would operate almost exclusively in battery mode. The electricity cost per mile was expected to be substantially less than the gasoline cost per mile.

Commissioner White inquired concerning the maintenance costs of the Harbor's existing vehicle fleet. Mr. Petrick estimated that the average annual cost might be approximately \$6,000 per vehicle, per year. However, there were other intangible costs, such as Harbor maintenance staff no longer trusting the reliability of the vehicles for anything other than short trips. Commissioner White suggested that Harbor staff consider procuring two vehicles right away, and two vehicles later, rather than four right away. Commissioner White also suggested that Harbor security staff might be able to conduct security activities using a smaller electric vehicle, without any decrease in the effectiveness of security patrols.

President Shepherd then opened up public comment. Annie Nehmer encouraged the Board to consider purchasing used vehicles rather than new vehicles. Roger Gitlin suggested that for some Harbor operations, an electric golf cart might be a suitable alternative.

Secretary Adams **moved** to lease one F-150 truck (light duty, ½-ton, two-wheel drive), and to lease one F-250 truck (heavy duty, ¾-ton, two-wheel drive). Commissioner Stone **seconded** the motion, but Commissioner Stone also requested that Harbor staff research options for a smaller vehicle for Harbor security staff, potentially an electric vehicle.

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

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

Absent: NONE / *Abstain:* NONE

(3B) Dredge Permit Update.

Commissioner Stone explained that he was able to speak directly with U.S. Congressman Jared Huffman. His conversation focused on removal of U.S. Army Corps of Engineers dredge spoils from temporary storage ponds on Harbor premises, and permitting for a permanent dredge disposal site. Congressman Huffman assured Commissioner Stone that the Army Corps had sufficient funding to remove their dredge spoils from CCHD premises, and that he would

ensure they fulfilled their responsibilities in that regard. In order to investigate the matter further, the Congressman requested that the Harbor send copies of correspondence between the Harbor and the Army Corps. Discussion also covered permitting for beneficial use of dredge spoils and separate issues with the State Water Resources Control Board.

President Shepherd thanked Commissioner Stone for his continuing efforts to engage critical decisionmakers on the important issue of dredging, which the Board established as the Harbor's highest priority. President Shepherd then opened up public comment on the agenda item. No members of the public commented. President Shepherd then moved the discussion to the next agenda item.

4) COMMUNICATIONS AND REPORTS

(4A) Financial Reports: Ad Hoc Committee Update, Account Balances, P&L Statement, A/R Report

Commissioner Weber discussed findings of the Harbor's independent auditor, including findings that the Harbor lacked sufficient written policies to manage accounts receivable. The Harbor needed concrete action plans for accounts once they reached delinquency thresholds, such as 30-days, 60-days, and 90-days past due. Commissioner Weber referred the public to a document he collaborated on with Commissioner White and financial consultant Stephen Denny, a financial reform plan of action for 2022 with milestones (available here: <https://www.ccharbor.com/financial-reports>).

Commissioner Stone then discussed the California State Interagency Intercept Collection Program. The program allows State agencies to work with the Franchise Tax Board (FTB) to collect past due debt from individuals. It involves a four-step process where: 1) An agency sends FTB information about a debt, 2) FTB then collects the money from tax refunds, lottery winnings, or unclaimed property, 3) the State Controller sends the agency the money, and 4) the agency applies the money to the outstanding debt. President Shepherd directed Harbor staff to investigate whether commercial fishing licenses could be revoked by the California Department of Fish and Wildlife for failure to pay debts to California State agencies.

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

(4B) CEO/Harbormaster Report

President Shepherd referred to the written bimonthly report prepared by the CEO/Harbormaster and submitted to the Board (an archive of reports is available here: <https://www.ccharbor.com/board-of-commissioners>) The Board accepted the report and did not have any questions for the CEO/Harbormaster. President Shepherd then opened up public comment. No members of the public commented. President Shepherd then moved the discussion to the next agenda item.

(4C) Commissioner Reports.

(a) Commissioner White: discussed the financial reform ad hoc committee and its “Plan of Action and Milestones.” Commissioner White expected that most, if not all, milestones would be achieved within 3 to 6 months.

(b) Commissioner Stone: no report for this meeting.

(c) Commissioner Weber: no report for this meeting.

(d) Secretary Adams: no report for this meeting.

(e) President Shepherd: discussed a minor tsunami that had reached the Harbor a few days earlier, on January 15th, but did not produce any observable damage. He contrasted that outcome to the result of the 2011 tsunami that devastated the Harbor. During the rebuilding process that completed in 2014, the Harbor had engineered its docks to be tsunami-resistant, and the lack of damage on January 15th affirmed the Harbor’s structural resiliency.

5) ADJOURNMENT

ADJOURNMENT TO THE BOARD OF HARBOR COMMISSIONERS NEXT REGULAR MEETING SCHEDULED FOR TUESDAY, FEBRUARY 1, 2022 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 _____, 2022

Rick Shepherd, President

Harry Adams, Secretary

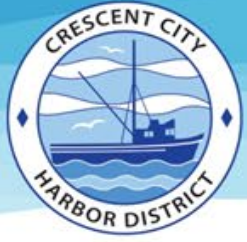
Crescent City Harbor District
Check Detail
January 28 through February 10, 2022

Type	Num	Date	Name	Item	Account	Original Amount
Check	ACH	02/08/2022	CALPERS-HEALTH	EMPLOYEE MEDICAL	1040 · CCHD US BANK OPERATING 4766	-11,250.17
Check	1389	01/31/2022	DEL NORTE COUNTY TAX	BAYSIDE TOT PAYMENT	1047 · BAYSIDE- RV PARK-1766	-20.30
Bill Pmt -Check	1391	01/31/2022	CCWATER	BAYSIDE WATER USAGE	1047 · BAYSIDE- RV PARK-1766	-1,354.38
Bill Pmt -Check	1392	02/10/2022	SUBURBAN PROPANE	BAYSIDE PROPANE USAGE	1047 · BAYSIDE- RV PARK-1766	-417.08
Bill Pmt -Check	1393	02/10/2022	TRACTOR SUPPLY CREDIT PLAN	GROUNDSKEEPING SUPPLIES	1047 · BAYSIDE- RV PARK-1766	-33.64
Check	2096	01/31/2022	DEL NORTE COUNTY TAX	RHV TOT PAYMENT	1045 · REDWOOD HARBOR VILLAGE 0707	-123.79
Bill Pmt -Check	2098	01/31/2022	CCWATER	RHV WATER USAGE	1045 · REDWOOD HARBOR VILLAGE 0707	-1,200.49
Bill Pmt -Check	6281	02/01/2022	O'REILLY AUTO PARTS	STARTER FOR NISSAN	1040 · CCHD US BANK OPERATING 4766	-50.94
Bill Pmt -Check	6282	02/01/2022	CCWATER	CCHD WATER USAGE	1040 · CCHD US BANK OPERATING 4766	-945.31
Bill Pmt -Check	6283	02/01/2022	MENDES SUPPLY CO	JANITORIAL SUPPLIES	1040 · CCHD US BANK OPERATING 4766	-369.39
Bill Pmt -Check	6284	02/01/2022	NATIONWIDE	SURETY BOND	1040 · CCHD US BANK OPERATING 4766	-245.00
Bill Pmt -Check	6285	02/01/2022	R.A. KIRKLAND INC.	LAWN CARE SERVICE	1040 · CCHD US BANK OPERATING 4766	-5,833.33
Bill Pmt -Check	6286	02/01/2022	US CELLULAR	CELL PHONE SERVICE	1040 · CCHD US BANK OPERATING 4766	-218.15
Bill Pmt -Check	6287	02/01/2022	C RENNER PETROLEUM INC	MACHINE/EQUIPMENT FUEL	1040 · CCHD US BANK OPERATING 4766	-403.35
Bill Pmt -Check	6288	02/01/2022	PORTER SCOTT	CCHD V. DUTRA	1040 · CCHD US BANK OPERATING 4766	-970.76
Bill Pmt -Check	6289	02/01/2022	STREAMLINE	WEBSITE SERVICE	1040 · CCHD US BANK OPERATING 4766	-200.00

Crescent City Harbor District Check Detail

January 28 through February 10, 2022

Bill Pmt -Check	6292	02/03/2022	SDRMA	WORKER'S COMP INSURANCE	1040 · CCHD US BANK OPERATING 4766	-79,368.10
Bill Pmt -Check	6296	02/10/2022	ENGLUND MARINE	MISC. SUPPLIES FOR MAINT.	1040 · CCHD US BANK OPERATING 4766	-646.51
Bill Pmt -Check	6297	02/10/2022	REDWOOD LEAVITT INS AGENCY	COMMERCIAL FIRE INSURANCE	1040 · CCHD US BANK OPERATING 4766	-19,800.00
Bill Pmt -Check	6298	02/10/2022	C RENNER PETROLEUM INC	SECURITY FUEL	1040 · CCHD US BANK OPERATING 4766	-58.98
Bill Pmt -Check	6299	02/10/2022	MENDES SUPPLY CO	JANITORIAL SUPPLIES	1040 · CCHD US BANK OPERATING 4766	-196.54
Bill Pmt -Check	6300	02/10/2022	PACIFIC POWER	CCHD POWER USAGE	1040 · CCHD US BANK OPERATING 4766	-11,705.74
				TOTAL		-135,411.95



2. Financial Report

a. Account Balances, Accounts Receivable Report

Public Comment?

BANK BALANCES AS OF 1.27.22**BANK BALANCES AS OF 2.10.22****DIFFERENCE**

CCHD OPERATING	\$721,887.10	CCHD OPERATING	\$631,050.90	-\$90,836.20
CCHD SAVINGS	\$30,021.29	CCHD SAVINGS	\$30,021.29	\$0.00
REDWOOD HARBOR	\$59,740.43	REDWOOD HARBOR	\$43,147.96	-\$16,592.47
BAYSIDE RV PARK	\$8,382.65	BAYSIDE RV PARK	\$5,731.36	-\$2,651.29
LAIF ACCOUNT	\$1,396,610.08	LAIF ACCOUNT	\$1,396,610.08	\$0.00
TOTALS	\$2,216,641.55	TOTALS	\$2,106,561.59	-\$110,079.96



3. New Business

- a. Long-term tenants Transition Plan Q&A Session.**

Public Comment?



3. New Business

b. Review and vote to approve proposal from Rural Human Services for 2022 Farmer's Market Events.

Public Comment?



RURAL HUMAN SERVICES

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

Date: September 2021
To: Executive Director
From: Rural Human Services Farmer's Market
Subject: Proposal 2022 Saturday and one evening market

Happy February Everyone,

I want to thank everyone again for hosting the 2021 Farmers Market. We are at that time of year again for us to propose a new contract for the 2022 year. At the same time, we are looking in to having a nighttime market for the summer which will include more food vendors and live music. So, I will first start off with the Saturday market.

We propose the same terms and conditions as the 2021 Saturday Market open times May 7th- October 29 = \$100 per market setup day. Market season to be paid monthly along with \$10. power from each vendor who uses it. This year we want to open a month earlier for the spring produce and plants only then in June start all the artisans and food vendors. October will be for the produce and food only as October is to cold and windy for the Artisans.

Except:

- Rural Human Services be responsible for cleaning and stocking the bathrooms every Saturday morning, replace paper towels and toilet paper when needed along with hand soap. This will require us to have a key on hand to do this. Paper towels and toilet paper to be ordered by the Harbor to ensure the right product is ordered, followed by and an invoice to Rural Human Services to pay the cost of the products needed for this service (Please).
- Will the men's room come with a door on the stall?
- The ladies room at least one stall have handles for the older women to be able to pull themselves up ADA compliant.
- Or rent an ADA porta potty to be outside the bathrooms.

Next:

Nighttime Farmers Market with live music and food court.

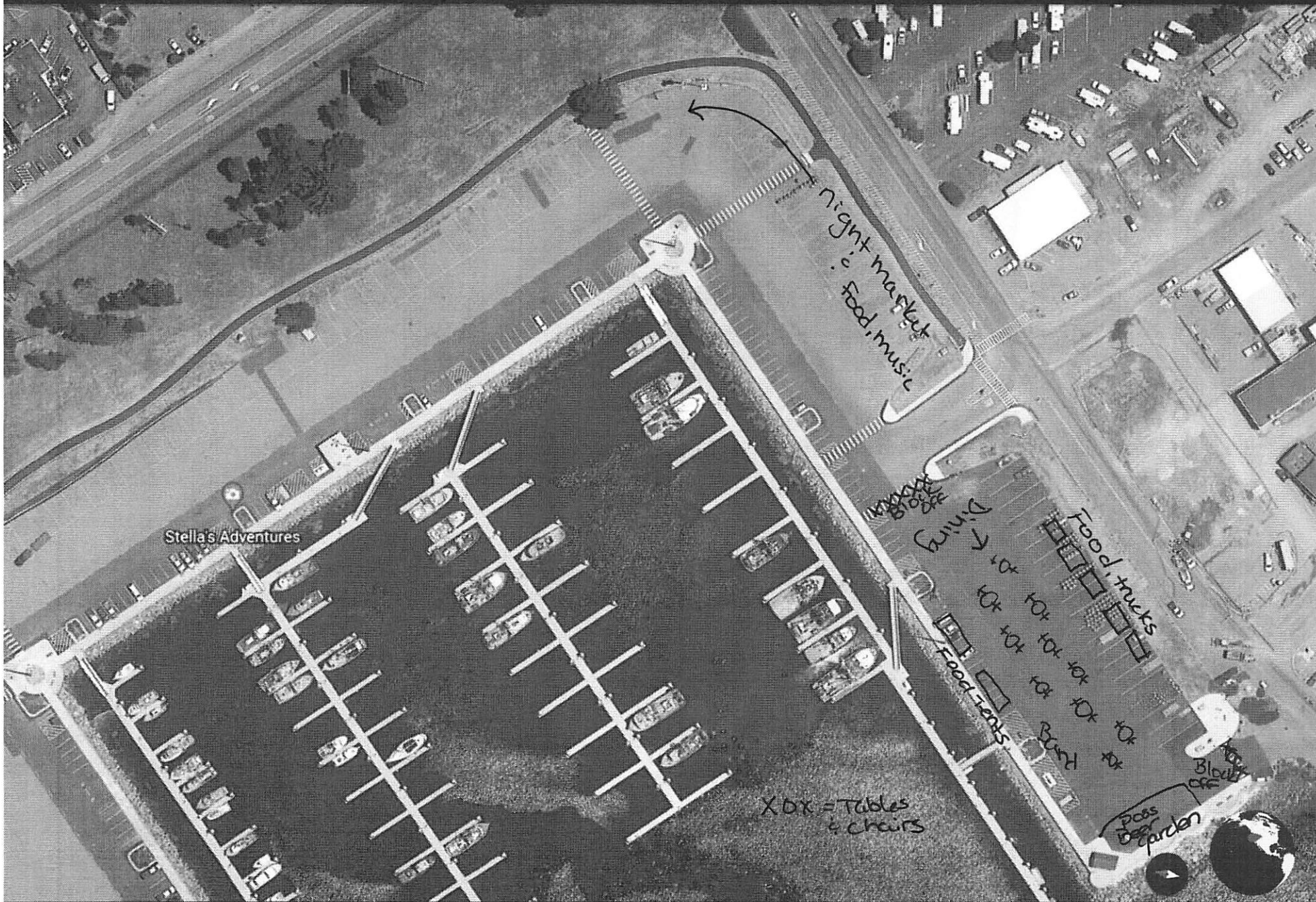
- Monday Night is one option for the Nighttime market due to most restaurants in town being closed on Monday. (Corner the Market)
- If the Harbor has another day that works better for a night market, please let us know.

- Harbor to provide the advertising for this event time for the event would be from the second week in June to the last week in September 2022 times will be 4:30 pm -7pm RHS and staff arriving at 2pm for setup and leaving hopefully no later than 9pm
- Rural Human Services will provide the outdoor tables and chairs, and the staff for continual cleaning of the area and clean up after. in exchange for ½ the regular cost of the Saturday market \$ 50. Per set up.
- A Beer Garden was an expressed interest from the community. If this is something that the Harbor is interested in Perusing. Rural Human Services would not be able to provide this service. However, this is a great opportunity for the Harbor to make some additional funds.
- Bathrooms would be the same as the above.

I have sent over a map for the nighttime market. This will be easier to control car traffic if the area is blocked off for the tables and chairs, along with the music, and dancing.

This concludes the proposal and I look forward to meeting with you all again.

Angel Hanson
Rural Human Services:
Farmers Market and Food Bank Director





3. New Business

c. Review and vote to approve Proposal by Pacific Affiliates for Surveying and Sampling the Outer Boat Basin.

Public Comment?



February 7, 2022

Tim Petrick
CEO/Harbormaster
Crescent City Harbor District
101 Citizens Dock Road
Crescent City, CA 95531

Re: Hydrographic Surveying – Inner Harbor
Sediment Sampling
Crescent City, CA

Mr. Petrick:

As per your request, please find included herein our quote for engineering services for maintenance dredging of the above referenced facility. The proposal made herein provides a comprehensive list of anticipated work to complete preliminary sediment sampling (only for CCHD use). Our quote is conditional based on the limitations, assumptions and exclusions listed herein.

Scope of Services

Hydrographic Survey - Hydrographic Survey shall include single beam hydrographic survey of the project limits as defined by the dredge area provided in the email exhibit on 1/10/2022. Survey shall be conducted using Pacific Affiliates' hydrographic survey vessel, extend vertically from MLLW line to bottom of project area and horizontally to the project limits. Survey line spacing shall be no greater than 25' on center. Line spacing may be subject to change depending on irregular bottom topography encountered in the field.

Sediment Sampling – Sediment sampling shall include collection of two samples (one composite sample) using a vibracore sampler lowered to the bay floor from a barge/or boat mounted crane provided by Crescent City Harbor District (CCHD). Pacific Affiliates shall complete all sampling, sampling transportation to lab, and analysis of testing results/data. Surface and subsurface samples will be collected using Pacific Affiliates proprietary sampling equipment (previously used in projects for Humboldt Bay Harbor Recreation and Conservation District (HBHRCD), PG&E, Crescent City Harbor, etc.), and sampled in conformance with US EPA, NOAA Fisheries, Cal DFW, HBHRCD and California Coastal Commission approved sampling procedures and methodology previously used throughout Humboldt Bay. A preliminary description of findings shall be emailed to the district after analysis. Said sampling shall be used only for informational purposes to the CCHD, and not distributed without an approved sediment sampling plan by the US EPA, NOAA Fisheries, Cal DFW, HBHRCD and California Coastal Commission.

Sample Analysis – Sample analysis shall include shipping samples to an approved laboratory for analysis. At the laboratory, the individual samples shall be combined into one composite sample for analysis. Test parameters shall include CAM-17 metals, PAH's, PCB's, Dioxins/Furans, TPH, PCP, grain size, percent moisture and pH.

WWW.PACAFF.COM

Deliverables

Hydrographic Survey

x,y,and z bathymetric survey data tied to MLLW (vertical datum) and NAD83 (horizontal datum).

Estimated Costs

Hydrographic Survey	\$10,600
Sediment Sampling	\$5800
Sample Analysis*	\$4000

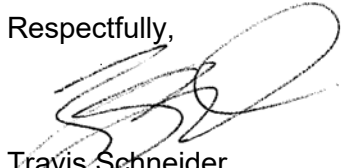
*Estimated and subject to change based on lab fees from the selected laboratory

Limitations, Assumptions, and Exclusions

- All survey rates are inclusive of travel to and from the site, fuel, materials and equipment costs necessary to complete each task. Costs are not inclusive of, application costs, permit costs, reproduction costs beyond the deliverables outlined herein, project inspection, design of repairs, or annual monitoring.
- Pricing includes Workers' Compensation, General Liability/Professional Liability (\$3,000,000/Occ., \$3,000,000 Agg), and Commercial Auto Insurance. Certificates naming additional insured will be issued as required.
- Pacific Affiliates has made no provisions for any additional field investigations, testing services, acoustic studies, topographic surveys, design, destructive testing (i.e., coring, drilling, or burning sample coupons), as-built plans, habitat assessments, mitigation costs conditioned as part of permitting, lab fees, permit preparation (beyond that listed herein), or design services beyond those outlined herein. Any and all work related to additional services will be submitted as additional work orders.
- The quote provided herein is good 30 days from the date provided.
- The rate schedule provided herein is specific to this job.
- Payment terms are net 30 days.
- Client will be required to engage in a Standard Work Agreement with Pacific Affiliates, Inc. prior to the commencement of any work.
- Any and all work beyond the scope of services listed herein shall be contracted as an additional Task Order prior to commencement of such work.

Should you have any questions, wish to review this proposal in detail or require additional information, please contact me.

Respectfully,



Travis Schneider
President

cc: File



3. New Business

- d. Vote to approve sending one CCHD Staff Member to Pacific Offshore Wind Summit in San Francisco in March 2022.**

Public Comment?

PACIFIC OFFSHORE WIND SUMMIT



March 28 - 30, 2022 | Grand Hyatt San Francisco

After more than a year of virtual events, Infocast is ready to provide industry stakeholders and decision makers with the opportunity for safe, effective networking face-to-face.

[See How We Plan on Keeping Our Attendees Safe](#)

ABOUT THE SUMMIT

Co-hosted with Offshore Wind California, this is the 2022 offshore wind development summit perfectly timed to help you prepare for what will likely become one of the largest floating offshore wind deployments in the world!

Offshore wind is coming to the U.S. West Coast. Federal lease auctions are expected by fall of 2022, with the first round supporting some 4.6 gigawatts (GW) of power – and that's just off California. West Coast states are getting on track to establish a sustainable floating wind industry that will generate jobs and economic development for decades. California, with its landmark AB 525 legislation, is setting a path towards integrating 10 GW or more of offshore wind in its climate and clean-power strategy. Oregon, Washington and Hawaii are working to add offshore wind to their clean-power portfolios. These West Coast opportunities hold tremendous promise, but they also require different technologies, supply chains, and construction methods than fixed-bottom projects on the Atlantic Coast.

Key questions will be addressed at this must-attend conference for those participating in this West-Coast industry:

Last day to save with Early
Bird Pricing!

[VIEW AGENDAS](#)

Group rates available

[For registration questions,
please contact](#)

registration@infocastevents.com

[Share your expertise](#)

Erin Dolleris Hall

Senior Event Producer

erind@infocastevents.com

- How will Bureau of Ocean Energy Management's (BOEM) lease auctions play out in 2022? Can streamlining siting and permitting accelerate deployments?
- How much offshore wind is needed for California's 100% renewable-energy and carbon-reduction goals? What about offshore power needs of other West Coast states?
- Can current transmission, interconnection, and power-procurement challenges be addressed economically and in time for this new offshore wind industry?
- What are the best ways to engage stakeholders, including environmentalists, labor, commercial fishers, and indigenous peoples to ensure their interests are fully considered?
- What infrastructure and workforce initiatives can support local manufacturing, supply-chain expansion, port upgrades, and training programs to prepare workers for these new jobs?

Get answers to these questions and more March 28-30, 2022 in San Francisco when Offshore Wind California (OWC) and Infocast bring together industry players, senior government officials, and other stakeholders to discuss these issues. Join us at the Pacific Offshore Wind Summit to get the latest on siting, permitting and environmental issues; explore floating wind technology advances; and better understand the road map for development.

Summit proceedings kick-off March 28 with an Executive Briefing on Planning and Preparation for California Lease Auctions, where attendees will meet policymakers, regulators, stakeholders, and gain in-depth knowledge in this new clean-power market. We look forward to seeing you in San Francisco! Register now!

Get visibility for your brand
Peggy Franzino
Vice President
peggyf@infocastevents.com

[VIEW
 SPONSORSHIP
 PROSPECTUS](#)

For more information about
[Offshore Wind California](#)

Adam Stern
Executive Director
adam.stern@offshorewindca.org

Media relations and inquiries

Jimmy Ma
Director of Marketing
jimmym@infocastevents.com

75

Expert Speakers

Hear from top industry leaders and market stakeholders

14

Content-Packed Sessions

Gain highly-relevant, exclusive insights and updates



Premier Networking

Connect with key decision makers and get deals done



4. Unfinished Business

a. Dredge Update from Army Corps of Engineers

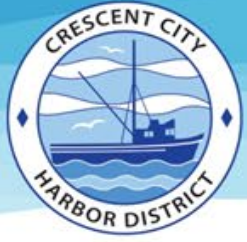
Public Comment?



4. Unfinished Business

b. Solar Update

Public Comment?



5. Communications and Reports

a. CEO/Harbormaster Report

PND Engineering Signed off on the procedure for repair and Bellingham Marine has been diligently working to complete repairs to the docks around the harbor.

Through discussing with Marinesync it has been discovered that the meter bases in the power pedestals are nearing their recertification date. All of the meters have to be recertified by county weights and measures every 10 years. Most harbors chose to recertify 10% per year on a rolling basis to keep costs down and to prevent having to recertify all of them at the same time. Probably because we have not been billing back power we have not kept to the certification schedule. Working with Marine sync we will be able to cut our number of meters in half and replace our non-working meters with fresh certified meters which will get us back onto a 10% rolling schedule.

Covid 19 finally hit the harbor staff. Nearly 50% of the harbor staff has been out over the last 2 weeks. Luckily most cases were asymptomatic or mild and we're all on the mend. Including myself which is the reason for the short update this meeting.



5. Communications and Reports

b. Harbor Commissioner Reports

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

Commissioner Wes White

Commissioner Brian Stone

Commissioner Gerhard Weber

Commissioner Harry Adams, Secretary

Commissioner Rick Shepherd, President

6. Adjourn to Closed Session

CLOSED SESSION

- a. CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION
(Government Code section 54956.9(d)(2))
Significant Exposure to Litigation: One case based on correspondence with Fashion Blacksmith regarding claim for damages.

7. Adjourn Closed Session

8. Report out of Closed Session

9. ADJOURNMENT

Adjournment of the Board of Harbor Commissioners will be until the next meeting scheduled for Tuesday, March 1, 2022, at 2 p.m. PDT. The Crescent City Harbor District complies with the Americans with Disabilities Act. Upon request, this agenda will be made available in appropriate alternative formats to person with disabilities, as required by Section 12132 of the Americans with Disabilities Act of 1990 (42 U.S.C. §12132). Any person with a disability who requires modification in order to participate in a meeting should direct such request to (707) 464-6174 at least 48 hours before the meeting, if possible.

