

Commissioner

WES WHITE
President

SCOTT R. J. FELLER
Secretary

PATRICK A. BAILEY
Commissioner

RONALD A. PHILLIPS
Commissioner

James Ramsey
Commissioner

Board of Harbor Commissioners

of the

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CHARLIE HELMS
CEO/Harbormaster

MINUTES

Board of Harbor Commissioners of the Crescent City Harbor District Regular Meeting, Tuesday, May 5, 2015, 6:30 P.M.

COMMISSIONERS PRESENT:

Patrick Bailey
Scott Feller, Secretary, arrived later
James Ramsey
Wes White, President

COMMISSIONERS ABSENT:

Ron Phillips

OTHERS PRESENT:

Charlie Helms, CEO/Harbormaster
Lane Tavasci, Deputy Harbormaster
Ward Stover, Stover Engineering

Karen Philips, PS Business Services
Erin West, Triplicate
Jon Olson Stover Engineering

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

President White opened the meeting in regular session at 6:30 p.m.

Pledge of Allegiance.

The pledge was led by Lane Tavasci. Commissioner Feller entered at 6:31 p.m.

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 April 21, 2015.

B) Approval of the minutes of the regular meeting of April 21, 2015.

There were no requests to add or delete items or pull items for separate discussion from the consent agenda. However, the following matters were discussed: Warrants list, page 4, Lucky 7 Casino warrant was for counting the quarters from the carwash; Warrants list, page 3, warrant to pay for the tin roof on two bays; Reconciliation list, Carrot Top charge on the District credit card.

ON A MOTION BY COMMISSIONER BAILEY , SECONDED BY COMMISSIONER FELLER, AND UNANIMOUSLY CARRIED ON A POLLED VOTE, WITH COMMISSIONER PHILLIPS ABSENT, THE CRESCENT CITY HARBOR DISTRICT BOARD OF COMMISSIONERS APPROVED AND ADOPTED THE CONSENT AGENDA, CONSISTING OF ITEMS 1.A-B AS PRESENTED.

2. American Society of Civil Engineers North Coast Branch – San Francisco Section – presentation of the “Project of the Year” award to the Crescent City Harbor District Board of Commissioners

Discussion was held regarding the award. Ward Stover presented the plaque from the American Society of Civil Engineers North Coast Branch (Humboldt and Del Norte County) Project of the Year Award to Commissioners. A photo was taken of the presentation.

3. Discussion and consideration of approving the Hoist Space Lease Extension Agreements for LCZ Unloaders, Wild Planet Foods, Pacific Choice Seafood Company, Global Quality Foods, Inc.; Caito Fisheries, Inc.; and Alber Seafoods, Inc. Take action as necessary and appropriate.

Commissioner Bailey recused himself. Discussion about the CPI being included in the lease amendments was held.

ON A MOTION BY COMMISSIONER FELLER, SECONDED BY COMMISSIONER RAMSEY, AND UNANIMOUSLY CARRIED ON A POLLED VOTE, WITH COMMISSIONER PHILLIPS ABSENT AND COMMISSIONER BAILEY RECUSED, THE CRESCENT CITY HARBOR DISTRICT BOARD OF COMMISSIONERS APPROVED AND AUTHORIZED THE PRESIDENT TO SIGN THE LEASE EXTENSION AGREEMENTS WITH LCZ UNLOADERS, WILD PLANET FOODS, PACIFIC CHOICE SEAFOOD COMPANY, GLOBAL QUALITY FOODS, INC., AND ALBER SEAFOODS, INC., AS PRESENTED.

4. Discussion and consideration of the bids for refacing the cabinet on the Harbor Entrance Sign to read “Restaurants” in place of “Harbor Office”. Take action as necessary and appropriate,

Discussion was held regarding re-facing the sign at the Harbor entrance to replace the “office” sign with “restaurants”. The re-facing would cost \$7,699 from Paramount. Staff noted that the District budget is blown and it will be difficult to come up with the funds. The sign skin will be saved for use in another place in the Harbor.

ON A MOTION BY COMMISSIONER RAMSEY, SECONDED BY COMMISSIONER BAILEY, AND UNANIMOUSLY CARRIED ON A POLLED VOTE, WITH COMMISSIONER PHILLIPS ABSENT, THE CRESCENT CITY HARBOR DISTRICT BOARD OF

COMMISSIONERS APPROVED THE RE-FACING OF THE SIGN TO REPLACE “OFFICE” WITH “RESTAURANTS” AT THE COST OF \$7,699.

5. Committee Reports. Reports from other standing and ad hoc committees.

The following committee reports were made:

Budget Committee – meeting this Friday.

Design Oversight – none.

Dredge – nothing to report.

Events – no report, no meeting.

Ordinance and Policy – no report, no meeting.

Lease Committee – a meeting was held with Mr. Hensel, he reviewed the space at 170 Marine Way. He is currently tearing down his former deli trailer. Staff has not heard back from Mr. Hensel and he has returned the key from 170 Marine Way. Discussion was held regarding a food cart option, but staff would like to have an ordinance in place first if that option is explored further. Ward Stover noted that the rumor is Mr. Hensel has told several people he may move outside the Harbor area.

Landlord Tenant Committee – no report.

Park Model Construction – no report.

Real Estate Policy/Lease Committee – no report.

North Coast Tsunami Center Committee – nothing to report.

Dutra Dispute Resolution Committee – no report.

Employee Negotiations – no report.

Insurance Committee – no report.

Zoning and Land Use – comments are coming back from Coastal and staff is still hoping to get it on the June meeting.

Marketing – no report.

Maintenance and Repair – will schedule a meeting later this week.

Tri-Agency – nothing to report.

IGRC – nothing to report.

Chamber – US Cellular will hold a mixer Thursday, the Saturday mixer was well attended.

Port Safety – no report.

Land Use Plan – no report.

Personnel –no report

6. C.E.O.’s Report. Report on current matters and issues planned or in progress.

The CEO’s report included a written report in the agenda packet and the following: revenue generation; cost reduction focus; dredging update; close out status of federal and State projects; Harbor current project update; Harbor maintenance update; Porcini Update; public events involving the Harbor; social media marketing; Northcoast Tsunami Center; Starfish Way Trail project and requesting additional funds from the Del Norte Local Transportation Commission. There is a shortfall of \$39,515 for the construction of the base project. The request is for an additional \$96,000 to include signage, paving and additional elements that were not requested in the original funding request. Stover Engineering’s fee was increased to cover the cost of the additional elements and re-packaging the bid, rework the curb, gutter and sidewalk. Stover also resurveyed the Grotto corner markers and laid out the lot lines to outline the trail. Also discussed was Porcini’s lease being in default based on the amount of days they have been closed; lease committee will review. Commissioner Feller

asked to have a copy of the Porcini lease sent to the lease committee members. President White asked about streamlining the meetings. Staff noted that they liked the suggestions made at the last meeting to streamline the agenda. The RCAC loan has not been reviewed by staff as noted when asked. Staff spoke with counsel regarding warranty issues and Dutra. They have a bond still in place that is costing Dutra \$39,000 per year. While discussing the failure issues, Stover Engineering noted that they can take their current meter and check to make sure that the corrections have broken the flow of current. Zincs should be used. The meter reading of the electric meters seem to be treading water according to staff. Commissioner Ramsey noted that he will be in Los Angeles this next week and would be happy to follow-up regarding the dredge materials issue while there. The CEO will be in Sacramento next Sunday and he will stop in and see Division of Boating and Waterways staff if the Commission feels that it is appropriate. The Commissioners concurred that a meeting be set up while staff is in Sacramento. President White asked if staff would bring in Clar Byers for the cash reports next week. Yes, he will be here to begin work, according to staff.

7. Board Comments.

The following Commissioners discussed items of general interest, provided a reference or other resource to staff, asked for clarification or requested staff to report to the Board on a certain matter:

8. Adjournment to the next Regular Meeting scheduled on Tuesday, May 19, 2015 at 6:30 P.M. at the Harbor District Office, 101 Citizens' Dock Road, Crescent City, California.

There being no further business to come before the Commission, President White adjourned the meeting at 7:40 p.m., until the next regularly scheduled meeting on May 19, 2015.

Wes White, President

Scott Feller, Secretary

Approved this _____ day
of _____, 2015.