

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

Crescent City Harbor District

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CHARLIE HELMS
CEO/Harbormaster

ERNEST PERRY
Harbor Planner

MINUTES

Board of Harbor Commissioners of the Crescent City Harbor District
Regular Meeting, Tuesday, May 20, 2014, 5:30 P.M.

COMMISSIONERS PRESENT:

Patrick Bailey
Scott Feller, Secretary
Ron Phillips, (via phone partial meeting)
James Ramsey
Wes White, President

COMMISSIONERS ABSENT:

OTHERS PRESENT:

Charlie Helms, CEO/Harbormaster
Martha Rice, Counsel
Kenyon Hensel, Hensel's Seafood & Deli

Karen Philips, PS Business Services
William Long, Sport Fisherman

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 open session at 5:30 p.m.

Public Comment prior to closed session.

There were no public comments prior to the closed session.

CLOSED SESSION. The Board of Harbor Commissioners will now meet in closed session to discuss the following items:

- (1) LABOR NEGOTIATIONS: Pursuant to Government Code Section 54957.6.
Agency Negotiators: Charles Helms, Ron Phillips, James Ramsey
Employee Organization: Northern California Carpenters Regional Council,
Carpenters 46 Northern California Counties Conference Board, Carpenters Local Union 751
- (2) CONFERENCE WITH LEGAL COUNSEL - POTENTIAL LITIGATION: Significant exposure to litigation pursuant to subdivision (b) of Section 54956.9: one case.

REPORT OUT OF CLOSED SESSION.

President White recessed the open session at 5:31 p.m. and immediately convened in closed session. The closed session was adjourned at 6:28 p.m.

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

The open session was reconvened at 6:30 p.m. Counsel reported that no action was taken during the closed session.

Pledge of allegiance.

The pledge was led by CEO/Harbormaster Charlie Helms.

Public comment.

The following person(s) addressed the Commission: William "Bill" Long, sport fisherman, noticed that the only fee option for his vessel size is \$2400 per year. He suggested a six month rate for those fishermen who only have their boat in the water 6 months a year. He wants to be on D Dock where his vessel will fit better and because he is "somewhat handicapped". His boat is over 27 feet long. President White noted that the committee will work on his suggestions and get back to him.

1. Consent agenda.

Public comment: Requests to remove items from the Consent Agenda may be heard at this time.

A) Approval of the warrant list since May 6, 2014.

B) Approval of the minutes of the Special Meeting of April 30, 2014.

C) Approval of the minutes of the Regular Meeting of May 6, 2014.

The following comments were made regarding the consent agenda matters: Ms. Phillips noted that there were spelling errors on page 3 on the minutes that would be corrected. Commissioners discussed the warrants, noting that the electric bill has risen to \$9,500 for the last month. Staff will report back regarding the change. The warrant for Tech Wild covers the cost of the new server that will run the office computer system. The new equipment was required as the old server no longer functioned. The High Voltage Electric bill was for the three Wi-Fi towers in the harbor.

ON A MOTION BY COMMISSIONER FELLER, SECONDED BY COMMISSIONER BAILEY, 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-C, WITH TYPOGRAPHICAL CHANGES TO THE MINUTES.

2. Discussion and consideration of a potential relocation site within the Harbor for the commercial coach housing Hensel's Seafood & Deli, presently at 191 Citizens Dock Road, as requested by Kenyon Hensel. Take action as necessary and appropriate.

Commissioner Phillips joined the meeting via phone at 6:40 p.m. He noted that the agenda was posted at his public location 72 hours prior to the meeting.

Discussion was held regarding the relocation site for Hensel's Seafood & Deli. Kenyon Hensel requested the lease committee meet and consider the places, and services that are available for relocation. Staff is still investigating the services available (parking, sewer, water, electricity) and noted that they will need to be addressed. Having to dig the sewer lines, in the old RV area, and bury them deeper would be expensive, the water line is being brought from the nearest restroom for the fish cleaning station, according to staff, but they had not planned on adding electricity to the station. Staff does not know where the electrical service is going to come from. If the waste water tank were gone, the deli could go in that area because water, sewer and electric are all there; however, that would also require the cement pad to be taken out. The time frame is short as the modular needs to be moved by the first of July 2014. Staff does not feel that a 30 day extension would be possible, but will ask Englund Marine. Mr. Hensel has almost 100 "fishcriptions" and folks are coming in to buy food. The fish is going out the door the same day it is caught. Anchor Way and Starfish would be a good location, but the fish cleaning station may be an issue as well as having two fish restaurants in the same area (Crab Shack is in that area also). Being near the beach would be good. Mr. Hensel is open to talking about paying the Harbor back for the cost of the hookups and for fish carcass disposal. He would be happy to work with the lease committee on this. He noted that he feels like he should be giving more to the Harbor in some areas. Commissioner Phillips will be back to town on the 28th of May. Staff will work on getting a 30 day extension, communicating the exact place to move, get costs of water, sewer and electricity services to the chosen site. Commissioners White and Phillips will meeting on the 28th at 4:00 p.m. with Mr. Hensel and report back.

3. **Discussion and consideration of approval of the Memorandum of Understanding with the Northern California Carpenters Regional Council and the Carpenters 46 Northern California Counties Conference Board and Their Affiliates for the term of April 1, 2014 through March 31, 2018, representing the Maintenance Personnel Bargaining Unit.** Take action as necessary and appropriate.

Discussion was held regarding the negotiations with the bargaining unit. Staff noted that the proposed contract is in the agenda, the CalPERS rate is currently being paid by the Harbor and this will change gradually over a period of time, the memorandum also includes a salary increase over time. Commissioner Phillips noted that he felt like the union was holding a gun to the Harbor's head. The negotiation was to include more discussion prior to bringing this memorandum to the Commission for approval as Commissioner Phillips wanted to include another matter. Staff will keep notes of the negotiation process so that they can revisit the matter next time.

ON A MOTION BY COMMISSIONER BAILEY, SECONDED BY COMMISSIONER FELLER, AND CARRIED ON A THREE-FIFTHS POLLED VOTE WITH COMMISSIONERS PHILLIPS AND WHITE VOTING "NO", THE CRESCENT CITY HARBOR DISTRICT BOARD OF COMMISSIONERS, APPROVED AND ADOPTED THE MEMORANDUM OF UNDERSTANDING WITH THE NORTHERN CALIFORNIA

CARPENTERS REGIONAL COUNCIL AND THE CARPENTERS 46 NORTHERN CALIFORNIA COUNTIES CONFERENCE BOARD AND THEIR AFFILIATES FOR THE TERM OF APRIL 1, 2014 THROUGH MARCH 31, 2018 REPRESENTING THE MAINTENANCE PERSONNEL BARGAINING UNIT.

Commissioner Phillips left the meeting at 7:04 a.m.

4. **Discussion and consideration of the approval of CEO/Harbormaster travel to Olympic Valley, CA to attend the General Manager Leadership Summit hosted by the California Special Districts Association on June 22-24, 2014.**
Take action as necessary and appropriate.

Mr. Helm's requested approval for payment of his lodging and for mileage to attend the summit. Mr. Helms was awarded a scholarship of \$600+, but the room rates are over the amount allowed by the Harbor travel policy and his scholarship only paid for certain costs.

ON A MOTION BY COMMISSIONER FELLER, SECONDED BY COMMISSIONER BAILEY, AND UNANIMOUSLY CARRIED WITH COMMISSIONER PHILLIPS ABSENT, THE CRESCENT CITY HARBOR DISTRICT BOARD OF COMMISSIONERS, APPROVED AND TRAVEL REQUEST FOR TWO NIGHTS AND MILEAGE FOR THE CEO/HARBOR MASTER TO ATTEND THE GENERAL MANAGER LEADERSHIP SUMMIT ON JUNE 22-24, 2014, AS REQUESTED.

5. **Discussion and consideration of providing a Letter of Support of Caltrans of the City of Crescent City Front Street – Active Transportation Catalyst and Coastal Trailhead Project that is included in the Active Transportation Program Application being submitted to Caltrans by the Del Norte Local Transportation Commission. Take action as necessary and appropriate.**

Discussion was held regarding the letter of support. This letter is for support of the ATP grant applications that are being submitted to Caltrans. The draft letter was attached to the agenda materials.

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 AUTHORIZED THE PRESIDENT TO SIGN A LETTER OF SUPPORT FOR THE FRONT STREET ATP CATALYST AND COASTAL TRAILHEAD PROJECT GRANT APPLICATION.

6. **Committee reports from other standing and ad hoc committees.**

The following committee reports were made:

Budget Committee – President White noted that the draft marketing plan outline was presented to the committee by Mr. Helms.

Design Oversight – no report.

Events – no report.

Landlord Tenant Committee – no report.

Park Model Construction – no report.

Real Estate Policy/Lease Committee – no report.

Visitor's Center Committee – Commissioner Ramsey noted that he is working with Jared Huffman on this matter and there will be a report at a later date.

Dutra Dispute Resolution Committee – no report.

Employee Negotiations 2014 Committee – no report.

Zoning and Land Use – Mr. Helms noted that the plan is still in front of Coastal Commission, no news is good news.

Marketing Committee – see above.

Maintenance and Repair – Commissioner Feller did a drive-by with Mr. Helms and they will work on a comprehensive maintenance list.

IGRC – no report.

Tri-Agency – Commissioner Feller reported there is a meeting on Thursday.

Two-by-Two Committee – no report

Chamber Committee – no report.

Port Safety – June 11th is the next meeting.

Last Chance Grade Project - Commissioner White and Feller meet with a group from Green Diamond to tour the Green Diamond property in attempting to nail down an alternate route for Last Chance Grade. Several other officials were in attendance on the tour, including Redwood National and State Parks personnel. The economic analysis is being worked on now, by Caltrans, but will take several more months to complete. There are identified alternate routes that still need to have more adjustments to keep from taking old growth trees. The property lines, steep grade and trees all pose issues.

7. C.E.O.'s Report on current matters and issues planned or in progress.

The following topics were discussed: 1) Susan Dockal – more information was provided than needed for the USDA grant; 2) Harbor Website – is up and running, work continues to make it more functional daily; 3) Staff Meeting – May 22nd; 4) Harbor Safety Day – will be held this month and involve a number of law enforcement and water agencies in the harbor; 5) Harbor Facebook Page – has been launched; 6) Joint Event - with State and National Parks for life jacket giveaway was well received, ran out of adult sizes in about 10 minutes; 7) State Parks – Life Jacket Lending Station - staff is trying to get the same process here in our Harbor; 8) Meeting with Bellingham Marine – a meeting with staff and consultants was held to go over parameters of the project; 9) Close Out Wildlife Grant - done; 10) Staff Training – a meeting was held with the Del Norte County Environmental Health Department, it was noted that Harbor employees need to get proper training, staff will be working on that; 11) Press – Northwest Yachting has an article in it regarding the Harbor; 12) Visitor's Center Meeting – there were funds that were not expended and Mr. Werschull will apply to use the funding to approach congressional leadership to fund the entire project. When asked about the electrical billing system, Mr. Helms noted that it is being worked on by staff, the reads are being check daily and they think that they have it fixed. May electrical bills will go out.

8. 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: Commissioner White asked how the CEO/Harbormaster goals were coming along. Mr. Helms noted that he is making forward progress.

9. Adjournment to the Regular Meeting scheduled on June 3, 2014, 6:30 P.M. at the Flynn Center, 981 H Street, Crescent City, California.

There being no further business to come before the Commission, the President adjourned the meeting at 7:24 p.m. until the next regularly scheduled meeting on June 3, 2014.

Wes White, President

Scott Feller, Secretary

Approved this _____ day
of _____, 2014.