



Regular Meeting

Board of Harbor Commissioners of the Crescent City Harbor District

Brian Stone, President Carol White, Secretary

James Ramsey, Commissioner; Rick Shepherd, Commissioner; Wes White, Commissioner

AGENDA

Date: Tuesday, 19 May, 2020

Time: Open Session 2:00 p.m.

Closed Session begins upon completion of Open Session

Place: Remote Meeting through Zoom Webinar

Executive Order N-29-20 provides special districts and other agencies with significant flexibility to legally conduct public board meetings during the COVID-19 State of Emergency. This Meeting will be held remotely via Zoom Webinar. To join the meeting as an attendee, please click on the link below at 2:00 PDT and enter the password provided.

When: May 19, 2020 02:00 PM Pacific Time (US and Canada)
Topic: Crescent City Harbor District Commission Regular Meeting

<https://us02web.zoom.us/j/99876976181?pwd=RUVGb1ZPZFVuZXI0SHVWQ2pmM1dZUT09>

Password: 373574

Or iPhone one-tap :

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International numbers available: <https://us02web.zoom.us/j/kd5CuVK9Rp>

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. Periods when public comments are allowed, Harbor Commissioners will allow attendees to submit questions and/or comments using the Zoom Q&A function within the Zoom Webinar Platform. Harbor Commissioners will either answer the questions live during the webinar or will submit a document containing questions and answers after the session concludes. However, the Board may not take action or engage in discussion on any item that does not appear on the Agenda. Please keep in mind that Q&A sessions using a web-based platform presents challenges not present during live meetings. Therefore, the Harbor Commissioners ask for your patience and request that questions submitted by attendees be succinct and relevant.

Regular Session

1. Consent Calendar

All items on this list are considered and acted on in one Motion. Anyone may request an item be removed from the Consent Agenda for separate consideration.

- A. Approval of minutes of the 5 May, 2020 Harbor Commission Meeting.**
- B. Approval of Warrant List from 16 March, 2020 through 30 April, 2020.**

2. New Business

- A. Approval of Resolution 2020 – 003 Ordering an Election, Requesting County elections to Conduct the Election, and Requesting Consolidation of the Election.** Review and approve.
- B. Discuss and approve continuing or revising concessions to tenants in light of the COVID-19 Coronavirus Pandemic restrictions.** At the 5 May Harbor Commission meeting, the Board of Harbor Commissioners approved a three month lease payment forgiveness action which ends on 30 June, 2020, for the District's three foodservice tenants and the forgiveness of the minimum monthly lease payment from Englund Marine. Discuss and approve continuing or revising the terms of lease payment concessions to Harbor District tenants.
- C. Report from Mike Baker, Harbor District Facility Manager, on responses he has received from local propane dealers concerning his inquiry about the feasibility of the Harbor District RV Parks having the ability to exchange propane tanks for tenants and guests.** Discuss Mr. Baker's presentation, compare offers from propane dealers, and decide, based on the proposals, if the Harbor District should offer the service and with which vendor it should enter into a service agreement.

- D. **Presentation of Harbor District COVID-19 Coronavirus Containment and Operations Procedures.** Review, discuss, modify as needed and approve.

- E. **The Board of Harbor Commissioners authorized the Harbor Master to make a \$25,000 offer for two lots located at 450 Hwy 101 South, one being APN #118-390-023-000 and the other being APN#118-390-024-000. The offer has been accepted by the seller.** Review and approve the purchase of the two lots for the offered price of \$25,000 and direct Harbor Master to complete all associated paperwork to affect the transfer of ownership from the seller to the Crescent City Harbor District.

3. Unfinished Business

A. Solar Project Update

4. Communications and Reports

- A. **Financial Reports: April P & L; Year-to-date Budget vs. Actual Performance Comparison; Current Account Balances**

- B. **CEO Report**

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

5. Adjourn to Closed Session

- A. **PUBLIC EMPLOYEE PERFORMANCE EVALUATION**
Government Code Section 54957 (b) (1)
CEO / Harbor Master Evaluation

- B. **CONFERENCE WITH REAL PROPERTY NEGOTIATORS**
Government Code Section 54956.8
Property: APN 118-390-031-000 & APN 118-390-030-000
Agency Negotiator: Charlie Helms
Negotiating Parties: Summitt Development, Inc.
Under Negotiation: Price of Commercial Lease and Terms of Payment

6. Adjourn Closed Session

7. Report Out of Closed Session

8. Adjournment

Adjournment to the Board of Harbor Commissioners next meeting scheduled for Tuesday, 2 June, 2020, at 2 P.M. Until the Governor rescinds Social Distancing directives, all Harbor Commission meetings will be held via Zoom Web Conferencing. Access code for public participation can be found in the meeting notice posted on the Harbor District website or on the Harbor bulletin board at 101 Citizens Dock Road.