

**Special 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

December 17, 2025
1:00 p.m.



Board of Harbor Commissioners of the Crescent City Harbor District

MINUTES

Special Session, Wednesday, December 17, 2025, at 1:00 P.M.

These minutes were prepared pursuant to Government Code Section 54953(c)(2) and CCHD Board Bylaws Section 7.15(a). These are "Action Minutes" that are limited to recording actions taken by the Board.

1) Roll Call. Commissioners Present: Schmidt, Evans, Weber, Shepherd

Commissioner Nehmer was not present for roll call but arrived approximately two minutes after. Commissioner Schmidt attended briefly via speaker phone and then had to excuse himself due to lack of address on the agenda.

2) Adjourn to closed session:

a. CONFERENCE WITH LEGAL COUNSEL -- ANTICIPATED LITIGATION

Initiation of litigation pursuant to paragraph (4) of subdivision (d) of Section 54956.9: three potential cases.

b. CONFERENCE WITH REAL PROPERTY NEGOTIATORS

Government Code section 54956.8.

Property Address: 750 US Highway 101, Crescent City Harbor, CA 95531

District negotiators: Mike Rademaker (CEO/Harbormaster), Ryan Plotz (General Counsel), Mike Bahr (Financial Consultant), Sandy Moreno (Financial Consultant)

Negotiating parties: Daniel Dahan, Sean E. McGraw, and Scott Lawhon

Under negotiation: Price and payment terms

c. CONFERENCE WITH REAL PROPERTY NEGOTIATORS

Government Code section 54956.8.

Property Address: 159 Starfish Way, Crescent City, CA 95531

District negotiators: Mike Rademaker (CEO/Harbormaster), Ryan Plotz (General Counsel), Mike Bahr (Financial Consultant), Sandy Moreno (Financial Consultant)

Negotiating parties: Daniel Dahan, Sean E. McGraw, and Scott Lawhon

Under negotiation: Price and payment terms

3) Reconvene in open session and disclose any reportable action taken during closed session.

Commissioners Shepherd and Nehmer recused themselves from portions of agenda items in closed session due to actual or potential conflicts of interest. Commissioner Schmidt left the meeting due to illness at the inception of the closed session. At the conclusion of the closed session, it was reported that the District accepted a payment of \$10,000.00 from Sean McGraw and Scott Lawhon of Crescent City Holdings, Inc., for the right to enter into an exclusive negotiation period for potential leases for the properties located at 750 US Highway 101, and 159 Starfish Way. The exclusive negotiation period was set to expire automatically on December 31, 2025.

4) Consider and adopt Resolution No. 2025-13, authorizing the execution of Grant Agreement C25S0612 with the California Department of Boating and Waterways under the Surrendered and Abandoned Vessel Exchange (SAVE) Grant Program.

Commissioner Nehmer made a motion to adopt Resolution No. 2025-13 and Commissioner Evans seconded the motion, the motion passed.

ACTION TAKEN: MOTION PASSED

AYES: EVANS, WEBER, SHEPERD, NEHMER // **NAYS:** NONE

ABSENT: SCHMIDT // **ABSTAIN:** NONE

5) Update on planning for potential Lighted Boat Holiday Festival, Chamber Mixer, and Crab Feed Festival.

6) Preliminary review of Ordinance Code Fee Schedule and comparative market data. This item is for informational purposes only. The Board will not take final action.

7) Financial Report

i. Approve November financial reports: Balance Sheet, Profit and Loss, and Budget to Actual

No action was taken on this agenda item.

ii. Approve Cash Flow Report for November 2025

No action was taken on this agenda item.

iii. Review and approve proposed accounts receivable entry for current year

Commissioner Evans made a motion to approve accounts receivable for the year, with the modification that Fishermen's Catch be reclassified from "write-off" to "allowable," and Commissioner Weber seconded the motion. The motion passed.

ACTION TAKEN: MOTION PASSED

AYES: EVANS, WEBER, SHEPERD, NEHMER // **NAYS:** NONE

ABSENT: SCHMIDT // **ABSTAIN:** NONE

iv. Review and approve new payroll service provider to be effective 01/01/2026

Commissioner Evans made a motion to switch to QuickBooks as the harbor's payroll service provider with the expectation that there would be a report on its effectiveness at the end of the quarter and Commissioner Weber seconded the motion. The motion passed.

ACTION TAKEN: MOTION PASSED

AYES: EVANS, WEBER, SHEPERD // **NAYS:** NEHMER

ABSENT: SCHMIDT // **ABSTAIN:** NONE

v. Review status of abandoned vessels

vi. Review status of grant reimbursements

vii. Review Fashion Blacksmith Inc. arbitration award and payment schedule.

viii. Review and approve California Special Districts Association annual membership renewal for \$7,098.00

Commissioner Nehmer made a motion to not renew the CSDA annual membership and Commissioner Shepherd seconded the motion, the motion passed.

ACTION TAKEN: MOTION PASSED

AYES: EVANS, SHEPERD, NEHMER // **NAYS:** WEBER

ABSENT: SCHMIDT // **ABSTAIN:** NONE

ix. California Public Records Act (CPRA) update.

x. Faithful performance bond update.

8) Discussion and consideration of next steps for the Harbor Facilities Plan, including the possible appointment of an ad hoc committee, and provide direction to staff as appropriate.

9) MEETING ADJOURNMENT

Attested by:



Justin Hanks

Clerk of the Board