



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	December 6, 2016 5:30 p.m.

Call to Order

President Ramsey called the meeting to order in open session at 5:30 p.m.

Roll Call

Present were Commissioner Bailey, Commissioner White, Secretary Feller and President Ramsey. Staff present included Harbormaster Helms, Deputy Harbormaster Tavasci, and Finance Director Fansler.

Pledge of Allegiance

The Pledge of Allegiance was led by Secretary Feller.

Public Comment

President Ramsey asked for public comment and received the following:

Debbie Lewis: spoke against lowering Harbor fees. She stated that at one time CCHD had the lowest fees on the coast and because of it the infrastructure at the time was very poor even prior to the tsunamis. She noted that it was a dumping ground for boats and brought in undesirable tenants who were alcohol and drug users. She added that she has not seen commercial boats going to Brookings because of rates although she spends a lot of time there. Lastly, Ms. Lewis noted that boats come down to fish, no matter what the fees are.

Secretary Feller noted that sailboats go north due to taxes but agrees on commercial boats. The Commissioners and staff briefly discussed the travel lift, ongoing repairs, and the Harbormaster's intent to take advantage of a holiday season manufacturer discount to have it evaluated.

Business Items

1. Consent Agenda

- A) Approval of the warrant list since the November 15, 2016 Harbor Commission Regular Meeting
- B) Approval of the minutes of the November 15, 2016 Harbor Commission Regular Meeting

Commissioner White made a motion to approve and was seconded by Secretary Feller.

Commissioner Bailey mentioned that somebody misspelled Attorney Black's name a number of times in the warrant list and Commissioner White asked for clarification on the Perkin item, page 9. Staff noted that it was to repair the landing craft.

Action: On a motion by Commissioner White, seconded by Secretary Feller, and carried on a 4-0 polled vote with Commissioner Phillips absent, the Board of Harbor Commissioners of the Crescent City Harbor District voted to approve the consent calendar items A through B as presented.

2. Approve the Proclamation honoring Scott R. J. Feller for his service to the Crescent City Harbor District

Commissioner White made a motion to approve and Commissioner Bailey seconded. President Ramsey noted that it was a pleasure to work with Secretary Feller and will find it interesting not to have him present any longer. Harbormaster Helms requested that the Commissioners meet once Commissioner Phillips returns to get a picture together with Mr. Feller receiving his proclamation.

Action: On a motion by Commissioner White, seconded by Commissioner Bailey, and carried unanimously with Commissioner Phillips absent, the Board of Harbor Commissioners of the Crescent City Harbor District voted to approve the Proclamation Honoring Scott R. J. Feller for his Service to the Crescent City Harbor District.

3. Presentation of a letter addressing best practices concerning whale entanglement by the Fishermen's Association

Harbormaster Helms noted that Supervisor Hemmingson had sent over the letter with a request that Commissioners read, sign, and distribute it to Harbor tenants. Secretary Feller questioned how the second bullet point could be implemented with the changing tides and Helms noted that some slack had to be left but the idea is to remove as much slack as possible to prevent entanglement; there are no repercussions for non-implementation.

Commissioner White noted a proofread error in paragraph four which Helms noted and stated he would fix.

Action: On a motion by Commissioner Bailey, seconded by Commissioner White, and carried unanimously with Commissioner Phillips absent, the Board of Harbor Commissioners of the Crescent City Harbor District voted to approve the distribution of the letter provided by Supervisor Hemmingson addressing best practices concerning whale entanglement by the Fisherman's Association

4. Presentation of a letter to Redwood National and State Parks addressing the temporary closure of the downtown visitors' center and its relocation to Hiouchi

President Ramsey asked if this is a permanent closing and Commissioner White replied that it is intended to be temporary from December 1st through no later than May 31st; however, there is a concern that the closure will remain permanent and the letter addresses both issues. Commissioner Bailey asked if it was the same Superintendent that decided against a joint visitor center and the

Commissioners responded that it is. Secretary Feller offered that he had been studying the enacting legislation and that the National Parks are required to maintain their headquarters in Crescent City, and that an argument could be made that it includes the Visitor Center. The Commissioners expressed their discontent with the closure and support of the letter. The Commissioners further agreed that there had not been a legitimate reason expressed to move the Visitor Center with reasons ranging from personnel safety, wishing to be "in" the resource, tsunami threats, etc. The Commissioners opined that the move would miss Hwy 101 traffic. Commissioner White stated that the City, County, Tri-Agency, and several businesses had stated they would also be writing letters of opposition to the move.

President Ramsey stated that the letter should also be sent to state and federal officials because Prokop should be removed from his position.

Secretary Feller motioned to sign the letter and to send it to Prokop as well as the state and federal elected officials, plus the National Park regional manager; Commissioner Bailey seconded.

Kymmie Scott provided public comment and noted that in the minutes from the Tri-Agency when the legislation was enacted it was clear that the intent was to place the visitor center in town to offset the economic impact to logging that the creation of the National Park would have. Secretary Feller noted that the legislation noted that and stated that it was expected to provide up to a million visitors annually to Crescent City. and Feller stated that legislation notes expectation to give 1 million visitors to CC.

Action: On a motion by Secretary Feller, seconded by Commissioner Bailey, and carried unanimously with Commissioner Phillips absent, the Board of Harbor Commissioners of the Crescent City Harbor District voted to approve the letter unanimously, and to send it to Prokop, state and federal elected officials, and the National Park regional manager.

5. Discussion about naming of RV Park at Anchor and Starfish Ways

Harbormaster Helms noted that marketing for the RV park would need to begin soon and that is why this item is in front of them. Commissioner White asked if consultant Surles had provided a recommendation for use of the property yet and Helms replied that it was expected on December 19th to be provided at the December 20th meeting. The Commissioners discussed the value of several names and name components and reviewed a document with some ideas provided to them by staff to "get the creative juices going". Helms reminded the Commissioners that Beach Bargain Hunters had recently filmed on South Beach and would be airing soon which would provide additional marketing for the Harbor area. Helms offered that it would be nice to settle on the name towards the end of January.

6. Update on Friends of the Crescent City Harbor

Harbormaster Helms stated that the 501(c)3 was formed earlier this year. President Ramsey recalled that there had been no mission statement adopted at the previous meeting and suggested a pre-meeting to ready the item. Ramsey reviewed the positions adopted previously and noted that Mr. Feller

could remain as Secretary to the Friends if he so desired; he also stated that the structure allows for many more people to be involved and that a diverse group would be beneficial. President Ramsey would like to see a meeting on or around January 14th to discuss the topic.

Harbormaster Helms noted that the swearing in ceremony would be on January 2nd at 10am and Secretary Feller gave some details about the swearing-in process (*note: it was discovered after the meeting that the factual date of the swearing in is January 3rd*).

7. Update on solar power project

Deputy Harbormaster Tavasci recalled that he sent out an email on Friday the 2nd that Renewable Energy Capital ("R.E.C.") is interested in doing two net metering outlets. They deemed that the Harbor structures are sound enough to put the panels on and they are now designing the placement. The structures should be under the control of whoever is paying the power bill so placing panels on Albers would likely require that the Harbor put their electric utilities in the Harbor's name which would require a change in the lease. Tavasci is also working with R.E.C. regarding the takeover of the RV park and has sent electrical expenses to them. Additionally, discussions are being held about placing solar LED streetlights from Starfish to Anchor Way alongside the Coastal Trail and this would be incorporated in the Power Purchase Agreement. Tavasci noted that a conversation is also taking place to potentially put a carport between Pacific Seafood and Fashion so that trenching would not need to take place as it may be a less expensive option.

Deputy Harbormaster Tavasci relayed that R.E.C. has been very busy with the Humboldt project but he has still been happy with their work. He has attempted to contact one of their references, the City of Clyde, but the manager has been out of the office.

Commissioner Bailey noted that offering the Harbor tenants the benefit that this agreement would put into place would be positive.

8. Discussion concerning updating Harbor District service rates and fees

Harbormaster Helms offered that he has two additions to the suggested fee schedule. The first is the addition of storage room rates. Helms also noted that while he does agree with Ms. Lewis and does not wish to attract the wrong crowd to the Harbor he does believe that they could be more competitive for recreational boats. (On a side note he mentioned that two boats sunk over the weekend, one of which was Commissioner Bailey's, but that there does not appear to be any pollution caused.) Commissioner Bailey agreed that there were many small slips available.

Helms also briefly discussed implementing a higher quality overnight parking pass in the next year which would take the form of a sticker. The sticker, like the most current passes, would not include boat names. They would also cost somewhere between \$15-\$20 to cover costs.

Commissioner White questioned how the recreational mooring rates were derived; Helms replied that he had looked at nearby rates and undercut them. Harbormaster Helms then discussed the process to adopt the fee schedule including public notice and public hearing. The Commissioners and staff reviewed possible insurance requirements for the proposed storage units as well as other fees such as administrative fees and lock fees.

A short discussion was had regarding whether there was a hold harmless clause in the dry dock leases and if there should be a requirement for dry docks to maintain insurance. Finance Director Fansler offered to review the current situation and report back. Secretary Feller inquired if the pro forma had been completed on the storage units and Helms responded that staff was still working on it. Commissioner Bailey offered that resources are available which give information on a sustainable number of units for a given population and that semi containers are sometimes utilized as well. Secretary Feller inquired as to the status of the car wash and Helms relayed that the materials had been removed, the interested party was unable to afford the lease, but staff will give additional attention to marketing, including the Englund Marine property, after January 1.

9. Commissioner Reports

Commissioner White noted that a Chamber mixer at Redwood Levitt Insurance Agency would take place on Thursday, and that there would be a seminar luncheon on Friday at the Family Resource Center on community development. Secretary Feller noted that the Tri-Agency had met to discuss goals and that once the USDA negotiations were done the intent would be to go back to the City, County, and Harbor to discuss additional funding. Harbormaster Helms offered that the last Harbor Safety meeting was poorly attended and not much had been accomplished.

Secretary Feller asked if there was an update on the National Parks beach wheelchairs and Helms replied that they would like to place one in the Harbor's tough shed, and that perhaps North Coast Ocean Sports could oversee its use.

10. CEO Report

Harbormaster Helms relayed that Clean Harbors visited on Monday with positive results. He noted the current staging arrangements for the truckers in to pick up crab and that when they stage on the Hwy 101 side of the building it worked well because they do not block the freezers. Helms revisited the earlier note that two vessels had sunk in the Harbor during the week, one is 23' and one is 25', both have divers working to get them floated. He and Deputy Harbormaster Tavasci continue to work with Richard Young to complete the Land Use Plan which requires updating a lot of old data and graphics. Additionally, he had met with Cristin Kenyon CA, Coastal Planner for the Coastal Commission in Arcata who will review it when she is up for a site visit on January 5th. Helms has been studying the coastal goals and will demonstrate how the Harbor is meeting those goals.

Helms noted that Harbor Counsel Black will be present for the December 20 meeting for a closed session to provide a time table of actions that will be taken in response to the deficiencies in the inner boat basin. Secretary Feller requested that Helms inquire if incoming Commissioner Stone can attend that session to bring him up to speed. Commissioner White asked if things will be ready by that meeting to begin pursuing litigation and Helms responded that he believed so.

Helms noted that the South Beach jet ski issue appears to have been put to rest with a formal recognition by the Board of Supervisors that it is a bathing beach. They have directed the District Attorney and Sheriff's Office not to allow personal watercraft to launch from the whole of South Beach. Helms also offered that staff is looking into how the National Parks came into control of their section of the beach and when they received it from State Lands. Tavasci offered that a Parks employee had stated that rights were given to the Parks in 1968. President Ramsey noted that rights is different than ownership and Secretary Feller offered that a letter to the State Lands Commission might resolve the inquiry.

Helms also noted that dredging has been delayed again due to other issues in San Francisco and that CAO Sarina had offered the aid of a lobbyist to help the Harbor work through these issues.

Helms observed that crab season has been going very well depending on who you speak with and that it is open from near the state line to Salt Point. Secretary Feller noted that many boats were working a small area and Helms added that the state sets the limit.

Commissioner Bailey opined that a notice should be sent that owners need to pick up after their dogs on the docks; Helms replied that the message is communicated and bags are placed out for use but someone frequently steals the bags.

Secretary Feller opined that he would like consideration given to re-stripping the area outside of the Harbor office for big rigs to aid in confrontations of loading. Some discussion ensued about the management of this process.

11. Board Comments

Commissioner White stated that after reviewing the financial aging report he would like to receive an update on the people who are still charging even though their accounts are overdue; Helms noted that many of these people were waiting on crab season to catch up and should be caught up soon.

President Ramsey requested a mid-year budget review.

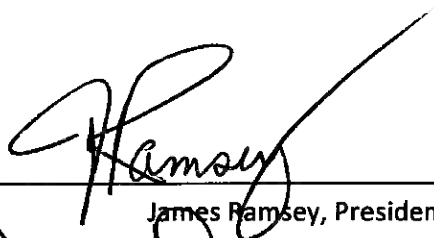
12. Adjournment

The Board of Harbor Commissioners adjourned at 7:05 p.m. to the next scheduled meeting on Tuesday, December 20, 2016 at 5:30 P.M. at the Harbor District Office, 101 Citizens Dock Road, Crescent City, California.

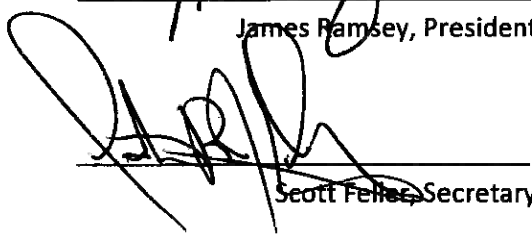
Attest:



Kymmie Scott, Secretary to the Board



James Ramsey, President



Scott Felton, Secretary