

**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 10, 2025
2:00 p.m.



Board of Harbor Commissioners of the Crescent City Harbor District

MINUTES

Regular Session, Wednesday, December 10, 2025, at 2:00 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, Nehmer, Shepherd

2) Accept nominations and vote for Board officers: Chair, Vice Chair, and Secretary.

Commissioner Evans nominated Commissioner Sheperd for the seat of Chairman of the Board and Weber seconded his nomination, it passed and Commissioner Sheperd is now the Chairman of the Board.

ACTION TAKEN: MOTION PASSED

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

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

Commissioner Schmidt nominated Commissioner Nehmer to the seat of Vice Chair and Commissioner Nehmer seconded the motion, it did not pass.

ACTION TAKEN: MOTION PASSED

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

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

Commissioner Weber nominated Commissioner Evans for the role of Vice Chair and Chairman Sheperd seconded the motion, it passed.

ACTION TAKEN: MOTION PASSED

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

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

Commissioner Evans nominated Commissioner Weber for the role of Secretary and Commissioner Nehmer seconded the motion, it passed.

ACTION TAKEN: MOTION PASSED

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

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

3) Grants update from Community System Solutions CEO Mike Bahr.

4) Authorize the Board Chair to sign the MARAD PIDP 2022 Grant Agreement.

Commissioner Evans moved to authorize the signing of the MARAD PIDP 2022 Grant Agreement and Commissioner Weber seconded the motion, it passed.

ACTION TAKEN: MOTION PASSED

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

ABSENT: NONE // **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) Consent Calendar

a. Approve Meeting Minutes of the 11/12/25 Special Meeting (12PM), 11/12/25 Special Meeting (1PM) and 11/12/25 Regular Meeting (2PM).

Commissioner Evans moved to approve the 11/12/25 regular and special meeting minutes with the change that the new Clerk of the Board be reflected on the document as well as the minutes from 10/22/25 being properly modified to specify which items Commissioners Nehmer and Sheperd had recused themselves of in the closed session, Commissioner Weber seconded the motion, it passed.

ACTION TAKEN: MOTION PASSED

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

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

8) Communications, Reports, and Directions to Staff

a. Harbor Commissioner & Committee Reports

b. CEO/Harbormaster Report

c. Financial Report

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

No action was taken on this agenda item.

ii. Status report on proposed transition to a new payroll service provider and adjustment to employee pay dates.

iii. Status report on Transient Occupant Tax (TOT) receivable.

iv. Status report on the Del Norte County Board of Supervisors approval of the Harbor Facilities Plan (updated November 2025).

v. California Public Records Act (CPRA) update.

9) MEETING ADJOURNMENT

Attested by:



Justin Hanks
Clerk of the Board