



Board of Harbor Commissioners of the Crescent City Harbor District

Wes White, President

Scott R. J. Feller, Secretary

Patrick A. Bailey, Commissioner

Ronald A. Phillips, Commissioner

James Ramsey, Commissioner

MINUTES BOARD OF HARBOR COMMISSIONERS OF THE CRESCENT CITY HARBOR DISTRICT REGULAR MEETING, TUESDAY, OCTOBER 20, 2015, 5:45 P.M.

Closed Session. The Board of Harbor Commissioners will now meet in closed session to discuss the following item:

- (1) PURSUANT TO GOVERNMENT CODE SECTION 54956.9 (d) (4)
Anticipated Litigation: Crescent City Harbor District

REPORT OUT OF CLOSED SESSION

COMMISSIONERS PRESENT:

Scott Feller, Secretary
Ron Phillips
James Ramsey
Patrick Bailey

COMMISSIONERS ABSENT:

Wes White, President

OTHERS PRESENT:

Charlie Helms, CEO/Harbormaster
Nicole Burshem, PS Business

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

Vice President Feller opened the meeting in regular session at 6:30 p.m.

Pledge of Allegiance

The Pledge of Allegiance was led by the Commission.

Public Comment

The following person(s) addressed the Commissioner: None

1. **Consent Agenda**

Requests to remove items from the Consent Agenda may be heard at this time

A) Approval of the warrant list since the September 22, 2015 Harbor Commission Meeting

B) Approval of the minutes of the September 22, 2015 Harbor Commission Meeting

The following Commissioner(s) commented on the following: Commissioner Phillips asked in regards to what Crockett was. Mr. Helms commented it is in reference to the property 110 Anchor Way that is now Porcini's. Commissioner Phillips asked in regards to what card member services was. Mr. Helms commented it is in regards to the pre-paid merchandise for the gift shop. Commissioner Phillips asked why did we tint the windows. Mr. Helms commented it was a replacement for Englund Marine. Commissioner Phillips asked in regards to Eureka Humboldt Fire services. Mr. Helms commented it was to replace valves and fire extinguishers. Commissioner Bailey commented if it included replacing fire extinguishers in the vehicles. Mr. Helms commented he would check with Eureka Humboldt Fire and make sure. Commissioner Phillips asked in regards to Red Sky putting in the garage door. Mr. Helms commented Red Sky was the only company that could provide that service. Vice President Feller asked in regards to the backhoes final payment in the amount of \$1.08. Mr. Helms commented he would check on it and see if we paid it off.

ON A MOTION BY COMMISSIONER PHILLIPS, SECONDED BY COMMISSIONER BAILEY, AND UNANIMOUSLY CARRIED ON A POLLED VOTE, THE CRESCENT CITY HARBOR DISTRICT BOARD OF COMMISSIONERS APPROVED AND ADOPTED THE CONSENT AGENDA CONSISTING OF ITEMS 1. A-B, AS PRESENTED.

2. **Discussion and consideration of the purchase of a car wash water recycling system for the facility leased by Little Hawk Performance and Repair at 730 Highway 101 South.** Take action as necessary and appropriate

Discussion was held in regards to the purchase of a car wash water recycling system for the facility leased by Little Hawk Performance and Repair. Mr. Helms commented the water conversation bill requires all newly purchased car washes to use 60% of recycled water. Mr. Helms commented Aaron prepared a document that shows what he is using and what procedures he is following and he losing money on every car wash because of the water conversation bill. Commissioner Phillips asked what the cost would be. Mr. Helms commented it would \$30-

\$35,000.00. Commissioner Phillips asked if it could be leased. Mr. Helms commented he would look into it. Commissioner Phillips asked if this would cut down on his water use. Mr. Helms commented that it would. Commissioner Phillips suggested leasing the system with a 5-year term. Mr. Helms commented he would check on it and hopefully cut the water usage by 80%. Commissioner Phillips asked if there is anyone in the city who knows if we can apply for a grant to fund this project. Mr. Helms commented he would ask Eric Taylor with the City. Mr. Helms commented Aaron has a deal with logging company so the drivers can come in and wash the trucks. Commissioner Bailey asked if this system required a better filter process. Commissioner Phillips asked if the Harbor could install the system ourselves. Mr. Helms commented that Aaron would take care of the installation. Vice President Feller commented to check with boating water waste. Mr. Helms commented there is a grant for water improvement savings.

3. **Committee Reports.** Reports from other standing and ad hoc committees

The following committee reports were made:

Financial – None

Budget Committee – None

Design Oversight – None

Dredge – Mr. Helms commented there was a meeting set up with Debra Leerie.

Events – None

Ordinance and Policy – None

Lease Committee – None

Park Model Construction – None

Real Estate Policy/Lease Committee – None

North Coast Tsunami Center Committee – Mr. Helms commented he talked to Rick Wilson and he is going to get him the 2500 years tsunami level and get with FEMA to get the Funding.

Dutra Dispute Resolution Committee – None

Employee Negotiations – None

Insurance Committee – None

Zoning and Land Use – None

Strategic Planning - None

Marketing – None

Maintenance and Repair – Commissioner Bailey commented their working on a list that has been done and a list for what is to be done.

IGRC – None

Chamber – Commissioner Philips commented there is a mixer on Thursday October 22nd at Turning head Salon. Last week was a chamber mixer at the Herington House and at the meeting on Friday October 23rd, going to bring attention that there needs to be more Chamber Member participation. There was a visitors Bureau meeting today and they left some brochures on what is happening down in Klamath.

Commissioner Phillips commented they are looking into redesigning the Harbor's brochure for our City and County.

Land Use Plan – None

Two by two- none

Personnel- None

4. **CEO Report.** Report on current and planned items

Mr. Helms commented Northcoast Sports Bar and Grill wants to open on the 2nd of November. Commissioner Phillips asked if the Harbor received a copy of the menu. Mr. Helms noted the Harbor hasn't received anything since what we were showed in their plan. Kurt, the owner is working on the floors and with environmental services. The Refrigeration is in. Mr. Helms reported on the Gift Shop. Mr. Helms commented the shop has been open and has been successful and doing well. Mr. Helms commented there will be more added to it in the near future. Mr. Helms reported on the Cost Reduction and commented he wanted to thank Commissioner Bailey again for his big donation to the Harbor. Mr. Helms reported on Dredging. Commissioner Phillips asked if the Harbor is getting the fence. Mr. Helms commented that yes we will be. Mr. Helms reported on the seismic safety meeting and CTAP. Mr. Helms reported Englund Marine is making good progress. Mr. Helms reported on the Old Englund Marine building and Sparky was going to get us a bid last week, but has been out with medical issues. Mr. Helms reported on Close Out. Commissioner Ramsey got a hold of John Driscoll and waiting to hear back from FEMA to see how the appeal is progressing. Mr. Helms reported on the Harbor water lines and noted the job is done, but the paving is not yet complete. Mr. Helms reported in regards to Starfish Way and noted it is making good progress. Commissioner Feller asked if the paving is done. Mr. Helms commented that the major part of the paving is done. Mr. Helms reported on the Harbor staff practicing the great shake out. Mr. Helms reported on the Harbor Facebook page has 968 page likes and there have been good reviews in trip advisor.

5. **Board Comments.**

The following Commissioner(s) commented on the following items: Commissioner Bailey commented he likes that things are getting done and moving along. Commissioner Phillips commented he is glad that Mr. Helms is here to help us. Commissioner Ramsey asked about the Japanese boat project. Mr. Helms commented that after NOAA offered it to us, Humboldt County felt it was a little unfair and wanted access to the boat part of the year. Mr. Helms noted that there is a boat sharing agreement being drawn up so Del Norte County and Humboldt

County can share the boat throughout the year. Commissioner Ramsey commented he would like to set up a marketing meeting and will be in touch with the appropriate members to do so.

6. **Adjournment**

There being no further business to come before the Commission, Vice President Feller adjourned the meeting at 7:17 p.m., until the next regularly scheduled meeting on November 3, 2015.

Wes White, President

Scott Feller, Secretary

Approved this _____ day
of _____, 2015.

Possession