

**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

October 22, 2025
2:00 p.m.



Board of Harbor Commissioners of the Crescent City Harbor District

MINUTES

Regular Session, Wednesday, October 22, 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) Grants update from Community System Solutions CEO Mike Bahr.

3) Consider and approve a consulting contract with Risk Management Professionals to complete the District's Single-Jurisdiction Local Hazard Mitigation Plan, for an amount not to exceed \$17,055 to be paid for with Hazard Mitigation Grant Program funds.

Commissioner Schmidt moved to approve a consulting contract with Risk Management Professionals to complete the District's Single-Jurisdiction Local Hazard Mitigation Plan. Commissioner Shepherd seconded the motion.

ACTION TAKEN: MOTION PASSED

AYES: EVANS, WEBER, SCHMIDT, NEHMER, SHEPHERD // NAYS: NONE

ABSENT: NONE // ABSTAIN: NONE

4) Review and discuss MARAD PIDP grant contracts.

5) Review and discuss report from TCA Architects summarizing community engagement from the 2025 master planning charrette and other community feedback.

6) Consent Calendar

a. Approve Meeting Minutes of the 10/08/25 Special Meeting and 10/08/25 Regular Meeting

Vice Chair Evans moved to approve the meeting minutes from October 8, 2025 Special and Regular Meetings, incorporating the budget figure amendments proposed by Commissioner Nehmer. The adjustments included: changing \$373,000

to \$373,039; \$340,000 to \$340,839; \$300,000 to \$300,400; and \$368,000 to \$368,439. Commissioner Shepherd seconded the motion.

ACTION TAKEN: MOTION PASSED

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

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

7) Communications, Reports, and Directions to Staff

a. Harbor Commissioner & Committee Reports

b. CEO/Harbormaster Report

c. Financial Report

i. Review and approve financial statements

Vice Chair Evans moved to approve the financial statements presented.

Commissioner Shepherd seconded the motion.

ACTION TAKEN: MOTION PASSED

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

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

ii. Approve revised FY25/26 balanced budget incorporating proposed adjustments per October 8, 2025 budget review meeting.

Commissioner Shepherd moved to approve the revised FY25/26 balanced budget. Vice Chair Evans seconded the motion.

ACTION TAKEN: MOTION PASSED

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

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

iii. Approve invoice #2522272 from TCA Architects Inc. (\$9,000.00).

Vice Chair Evans moved to approve invoice #2522272 from TCA Architects Inc. for \$9,000.00. Commissioner Shepherd seconded the motion.

ACTION TAKEN: MOTION PASSED

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

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

iv. Approve invoice #803471 from Moffatt & Nichol (\$181,755.00).

Vice Chair Evans moved to approve invoice #803471 from Moffatt & Nichol for \$181,755.00. Commissioner Shepherd seconded the motion.

ACTION TAKEN: MOTION PASSED

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

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

- v. *California Public Records Act (CPRA) update.*
- vi. *Update on plan to address USDA loan payment and insurance requirements.*

8) MEETING ADJOURNMENT

Attested by: Matthew Klinger
Matthew Klinger, Clerk