

**MINUTES OF THE REGULAR SESSION
OF THE BOARD OF HARBOR COMMISSIONERS OF THE
CRESCENT CITY HARBOR DISTRICT**

June 3, 2008

COMMISSIONERS PRESENT:

Patrick Bailey
John Yingst
Ray Martell
Ron Phillips
Garry Young

COMMISSIONERS ABSENT:

None

OTHERS PRESENT:

Richard Young, C.E.O./Harbormaster
Kenneth Towe, Harbor RV Anchorage
Kathy Yingst, Public Member
Jim Snow, Public Member

Karen Phillips, P.S. Secretarial
Paul McAndrews, Facilities Mgr.
Michelle Ma, Daily Triplicate

Call to order for the regularly scheduled meeting.

President Bailey called the meeting to order in regular session at 6:30 p.m.

Pledge of allegiance.

No flag was present and therefore the Commission did not conduct the pledge.

Consent calendar. Possible Board action. (Estimated time: 5 minutes).

REMOVAL OF ITEMS FROM THE CONSENT CALENDAR

Public comment: Requests to remove items from Consent Calendar.

Motion to approve the following consent Calendar items.

Approval of the warrants issued since May 20, 2008.

Approval of the minutes of the regular meeting of May 20, 2008.

Approval of the minutes of the special meeting of May 15, 2008.

There were no public comments regarding the consent calendar or removal of items from the consent calendar.

ON A MOTION BY COMMISSIONER YINGST, SECONDED BY COMMISSIONER YOUNG, AND UNANIMOUSLY CARRIED, THE BOARD OF HARBOR COMMISSIONERS APPROVED AND ADOPTED THE CONSENT CALENDAR, CONSISTING OF ITEMS Ai and Aii, A PRESENTED.

Public comment.

The following public comments were made: Jim Snow commented on the fact that the flag is still not flying in the Harbor as he was promised that it would be flying by Memorial Day. He wanted to know if the District C.E.O. was held accountable. He wants somebody to get something done. Staff indicated that the flagpole would be fixed on the 10th of June, as has been scheduled for the last two months. The contractor is coming from the bay area and that is the first date that he will be available to work on the District flagpole.

Discussion and consideration of proposed Fiscal Year 2008/09 budget and of changes to moorage rates and service fees. Possible Board action.

C.E.O. Young led the discussion regarding the FY 2008/2009 Budget and changes to the moorage rates and service fees, as discussed at the May 30, 2008 meeting. The items listed in red are the changes and the reclassifications are listed in blue. There have been no comments made to staff regarding the moorage fees since the May 30th meeting. The capital expenses as listed are not available through grants or other means. The effect of moorage increase has not been added to the budget figures, which staff tentatively figured at 15%. No action was necessary with regard to the budget at this point.

Discussion and consideration of the appraisal of Harbor District property by Brooks Appraisal service. Possible Board action.

C.E.O. Young reported on the appraisal of District property conducted by Brooks Appraisal Service. The appraisal was received and reviewed by staff, wherein the land was categorized as highway frontage, waterfront and intermediate land. The highway frontage was appraised at \$9.00 per square foot and the waterfront was appraised at \$4.00 per square foot, with the intermediate land somewhere in between the two. Mr. Brooks indicated there was not an abundance of property comparable to compare the District land to for the appraisal. The zoning will need to be changed in order to raise the value of the property and to allow for alternative uses (as outlined in the Master Plan, etc.). Staff will be pursuing this with Mr. George Williamson and will check to see if this rezoning would affect the Office of Emergency Services or FEMA funds. No action was necessary.

Discussion and consideration of the proposal to provide audit services for the Fiscal Year ending June 30, 2008. Possible Board action.

Discussion was held regarding the proposal to provide independent outside audit services for the year ending June 30, 2008. C.P.A. Don Reynolds submitted the only response to the audit and staff recommended that the District engage his services as auditor for three years due to the time involved in putting the proposal together for bid and the cost savings of using the same auditor for several years in a row.

ON A MOTION BY COMMISSIONER YINGST, SECONDED BY COMMISSIONER YOUNG, AND UNANIMOUSLY CARRIED, THE BOARD OF HARBOR COMMISSIONERS APPROVED AND ACCEPTED THE PROPOSAL FOR AUDIT SERVICES FOR THREE YEARS (2008-2010) FROM DON REYNOLDS, C.P.A.

Discussion and consideration of committee appointments. Possible Board action.

After discussion, President Bailey will amend the committee list to 1) make Commissioner Young the alternate on IGRC and Commissioner Phillips the permanent member, 2) delete the chamber mixer committee, 3) the rest of the 2008 committee list will remain the same at this time. The Anchor Way Boat ad hoc committee will have a report at the next meeting.

Discussion and consideration of purchasing pipe for making camels. Possible Board action.

Discussion was held regarding purchasing pipe to make camels for the docks within the Harbor. The pipe available around the Harbor has been used; staff would like to purchase the pipe for additional camels. Staff will investigate wood alternatives that would be environmentally acceptable.

ON A MOTION BY COMMISSIONER MARTELL, SECONDED BY COMMISSIONER PHILLIPS, AND UNANIMOUSLY CARRIED, THE BOARD OF HARBOR COMMISSIONERS AUTHORIZED SPENDING UP TO \$3,956 AS RECOMMENDED IN THE STAFF REPORT AND DIRECTED STAFF TO LOOK INTO AN ALTERNATIVE MATERIAL TO MAKE CAMELS OUT OF TO SAVE MONEY.

Discussion and consideration of Resolution 2008-3, A RESOLUTION OF THE BOARD OF HARBOR COMMISSIONERS OF THE CRESCENT CITY HARBOR DISTRICT REQUESTING CONSOLIDATION OF THE NOVEMBER 4, 2008 GOVERNING COMMISSIONERS OF THE CRESCENT CITY HARBOR DISTRICT ELECTION WITH THE NOVEMBER 4, 2008 COUNTY CONSOLIDATED GENERAL ELECTION. Possible Board action.

C.E.O. Young led the discussion regarding Resolution No. 2008-3, entitled, A RESOLUTION OF THE BOARD OF HARBOR COMMISSIONERS OF THE CRESCENT CITY HARBOR DISTRICT REQUESTING CONSOLIDATION OF THE NOVEMBER 4, 2008 GOVERNING COMMISSIONERS OF THE CRESCENT CITY HARBOR DISTRICT ELECTION WITH THE NOVEMBER 4, 2008 COUNTY CONSOLIDATED GENERAL ELECTION.

ON A MOTION BY COMMISSIONER YINGST, SECONDED BY COMMISSIONER MARTELL, AND UNANIMOUSLY CARRIED ON A POLLED VOTE, THE BOARD OF HARBOR COMMISSIONERS APPROVED AND ADOPTED RESOLUTION NO. 2008-03 AS PRESENTED.

Staff will check into commissioners running for other than their own term, i.e. at two year term rather than a four year term.

Committee reports from other standing and ad hoc committees.

The following committee reports were made: Commissioner Martell and Bailey reported on the Tri-Agency meeting and conceptual loan approval for a mobile pet grooming business. The IGRC did not meet during this period.

C.E.O.'s report on current matters and issues planned or in progress.

The following topics were included in the C.E.O.'s report: 1) Harbor Clean Up - the clean-up is proceeding, the storage yard is complete and much material has been removed. All the old cable is gone and the yard is much cleaner, the old steel floats at the cable dock were also removed. Crews are dismantling the DAFT unit at the treatment plan, the operator estimates that five truckloads of steel have left the Harbor weighing nearly 100 tons, which is approximately \$10,000 worth of steel; 2) Harbor Treatment Plant Compliance Project – the district has submitted both the report written by the C.E.O. and the results of the study by Kennedy/Jenks Consultants to the Regional Water Board and they are studying the results, ongoing discussions will be ongoing and the City has been alerted as to the results of the study as it may involving discharging into the City's sewer system; 3) Congressman Thompson – visited the Harbor and staff had a very good discussion of dredging issues with him. He promised to exert maximum efforts to get funding for dredging the Federal channel; 4) Water Lines on "F" and "G" Docks – have been replaced by the maintenance crew; and 5) RV Park Model Project – goes to the Del Norte County Planning Commissioner tomorrow night, staff's recommendation is for "approval with conditions", only one condition is of concern (#6), which requires that RV's be no more than 8' wide and the units the District is contemplating are 11'4" wide. This condition will be discussed with the commission at the meeting. Commissioner Phillips would like to see a proclamation given to the storm crew at a future meeting thanking them for their work and the value of their contribution to the Harbor.

Board comments.

The following board members made reports/comments: Commissioner Yingst thanked Commissioner Phillips for setting up the room for the meeting tonight in light of the District meeting room being used for the election. Commissioner Young stated that he is on toilet patrol and he will be checking them out until they are cleaned.

Adjournment.

There being no further action to come before the Board of Harbor Commissioners, President Bailey adjourned the meeting at 7:35 p.m. to the next regularly scheduled meeting on June 17, 2008 at 6:30 p.m.

Patrick A. Bailey, President

Ray Martell, Secretary

Approved this _____ day
of _____, 2008.