

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

January 19, 2010

COMMISSIONERS PRESENT:

Scott Feller, President
Ray Martell, Secretary
Ron Phillips
James Ramsey
Jack Reese

COMMISSIONERS ABSENT:

None

OTHERS PRESENT:

Richard Young, C.E.O./Harbormaster
Kenneth Towe, Harbor RV Anchor.

Wilma Madden, P.S. Business Services
Pat Rideout, Chart Room

President Feller opened the meeting at 6:30 p.m. in open session to discuss the following agenda items.

Commissioner Reese led the Pledge of Allegiance.

Public comment.

The following person addressed the Commission: No comments from the public.

1. Consent agenda.

Public comment: Requests to remove items from the Consent Agenda may be heard at this time.

A) Approval of the warrants issued since January 5, 2010.

B) Approval of the minutes of the Regular Meeting of January 5, 2010.

No public comments were made with regard to the consent agenda.

ON A MOTION BY COMMISSIONER MARTELL, SECONDED BY COMMISSIONER PHILLIPS, AND UNANIMOUSLY CARRIED BY 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 an interagency interpretive center to be located at the corner of Citizens Dock Road and Highway 101.

Mr. Young reported on the discussions held to date, and reviewed possible participants in the joint visitor center. Rick Nolan from National Park Service is taking the lead on scheduling a meeting Feb 4 with the various state and federal agencies. Commissioner Phillips commented that Park service has money for the study, but not for the construction as yet. He asked if the Commission would want to fund the construction in order to keep the property in the Harbor District's name, as opposed to State or National Parks requiring ownership in order to fund. Commissioner Martell wondered if CDBG money could be used for the construction. Commissioner Martell added that the number of visitors would be beneficial to harbor. Commissioner Martell then asked if the harbor master plan would allow the placement of a visitor center. Commissioner Phillips and Feller responded that the revision underway would permit it in that area. Commissioner Ramsey remarked on the visitor centers in Shady Cove, OR, and on the Winchuk south of Brookings, as well as others in California and how that type of design would benefit the harbor. Commissioner Phillips commented that Parks there is a visitor center in Colorado that Parks are considering as an example of what they would like to use here. Commissioner Reese commented the group seems quite serious about the project and he wholeheartedly supports it, but felt the Harbor District needs to determine if the harbor will sell the a parcel to them or lease it. The Commission agreed it should be conveyed to the interested agencies that the Commission supports the project.

3. Discussion and consideration of participation in a North Coast Local Agency Coastal Coordination Committee.

Mr. Young reviewed the revised Memorandum of Agreement. He added that it was approved by the Board of Supervisors last week and is on the City Council agenda tonight.

ON A MOTION BY COMMISSIONER REESE, SECONDED BY COMMISSIONER MARTELL, AND UNANIMOUSLY CARRIED BY VOICE VOTE, THE CRESCENT CITY BOARD OF HARBOR COMMISSIONERS APPROVED THE MEMORANDUM OF AGREEMENT IN THE NORTH COAST LOCAL AGENCY COASTAL COORDINATION COMMITTEE.

4. Discussion and consideration of mid year budget status.

Mr. Young reviewed the first quarter budget compared to actual expenses and revenue through the first quarter. He added that another budget discussion can be scheduled in near future to review the first half of the year. Commissioners Reese and Feller commented on the projects that have been done (synchrolift dredging, travel-lift rebuild, etc) and revenue from crabbing in the second quarter that need to be reviewed. President Feller suggested they have a quarterly review of the budget numbers. Commissioner Phillips asked if there were any OES projects that have been completed but for which there had not yet been reimbursement. Mr. Young responded there were.

Commissioner Phillips asked if any of the inner basin had been reimbursed. Mr. Young indicated that some had, and that the Administration money is being used as well. He added that one item budgeted for was the purchase of used vehicles, which they have not done yet. Mr. Young then added they probably won't have reconciled figures through December by next meeting, but should have by the first meeting in March, at the latest. President Feller asked for the budget review to be back on the agenda as soon the numbers are ready.

5. Discussion and consideration of holding one Harbor Commission meeting per month instead of two per month.

Commissioner Reese acknowledged that he requested this item be on the agenda. Mr. Young commented that the Harbor and Navigation Code requires a minimum of one meeting per month. He reviewed the research he had done of other jurisdictions and their meetings per month. Commissioner Reese commented on the amount of time it takes to put an agenda together and the small amount of items the Commission has for many of its agendas. Commissioner Phillips asked if they would need to meet more often as the inner basin rebuild takes place. Commissioner Reese replied they would still have the ability to call special or emergency meetings if items arise that need attention in between meetings. Commissioner Ramsey was concerned about the number of items that will need to be attended to at one meeting per month and was afraid one meeting per month would last much later into the evening. Commissioner Phillips expressed concern over the length of the meetings one per month as well. President Feller commented on his research into other jurisdiction's meetings that meet once per month, indicating their meetings do tend to run longer because of number of items on agenda. Commissioner Phillips felt that twice a month kept him up on what was happening in harbor. Commissioner Martell moved to table the idea for now. Commissioner Phillips seconded the motion, which carried unanimously by voice vote. Commissioners Martell and Phillips then suggested that, at staff discretion, the second meeting per month could be cancelled if there were not sufficient items for discussion, to which the Commissioners agreed unanimously.

6. Appoint committee members for 2010.

President Feller reviewed the list of committees and who has been on them this past year. Commissioner Phillips stated that he could attend IGRC, and work around any conflict with food bank in order to attend. Commissioner Reese will be the alternate. Commissioner Phillips asked if the park model project was dead. Mr. Young responded that it was not, but they were waiting on State Lands Commission. President Feller asked anyone to let him know if they had any conflicts that would interfere with them participating on the committees to which they are assigned. Commissioner Martell asked about the meeting of the harbor appearance committee, to which Commissioner Ramsey responded that he comes down on the weekends to attend.

7. Standing Agenda Items. Discussion and consideration of status of inner basin rebuilding project.

Mr. Young reported that he met with Ward Stover this afternoon and that he's very close to having his technical memo done, hopefully this week or next. He wants to meet with the committee when he has it ready with an eye on having a report on next commission agenda. He added that Mr. Stover has looked at the cost of the different alternatives. The cost trade off is very close as fewer 30 foot slips means less dock square footage, but slips for 40, 50, and 60 foot slips require pilings at the end. President Feller asked if they would need OES's blessing before a public hearing. Mr. Young replied they would and will be carrying the base case forward along with the preferred alternative. Commissioner Ramsey asked if it was likely OES would approve the preferred alternative. Mr. Young responded that it would depend on who at OES conducts the review, as different personnel have different perspectives. Mr. Young added that they have reviewed the estimates for the alternatives, which are all very close. The Commissioners then discussed, in general, the CDBG funds and potential uses for it.

8. Committee reports from other standing and ad hoc committees.

Commissioner Ramsey indicated he had not been able to attend any chamber meetings. President Feller reported he attended the IGRC meeting, which lasted two hours. He added that the school district has a serious shortfall, as does the County. Mr. Young reported the wastewater treatment plan is on schedule and on budget. President Feller reported on the hosting of the members of Blue Ribbon Task Force; thirty-nine people attended, including representatives from the City and the County, as well as Ward Stover. The task force was extremely pleased to be able to speak to everyone one on one. Commissioner Phillips commented he was told how nice they were to deal with here. Commissioner Reese remarked that no harbor commissioners have been in attendance at some of the gatherings the task force has been to in other areas. President Feller indicated that the stakeholders should be announced this week or next. President Feller reported on the anthropologist he and Mr. Young met with regarding a study she's doing on MPA process. Mr. Young has copy of executive summary for the report she did on the MPA process down south.

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

The C.E.O.' report included the following topics: 1) They will be reconfiguring the office to move the Commissioner's baskets into Kathy Moore's office to increase the degree of privacy; 2) The water use increase was not attributed to any water line breaks. The most likely increase was due to the increased usage associated with crab season; 3) The dredging of the federal channel progresses, however they had another mechanical problem today. They have made lots of progress, but still have work left to do. Commissioner Ramsey asked if they will be able to extend beyond end of January. Mr. Young responded they did get an extension, but did not know the actual deadline date. Commissioner Reese commented that the charts staff had put up on the wall show how much they have gotten done; 4) FEMA projects – Mr. Young related that he had spoken to Bob Merrill at the Eureka office of the California Coastal Commission and they plan on having the harbor permits on their March Coastal Commission agenda; 5) Marine Life Protected Act process is moving forward. The Blue Ribbon Task Force

attended the gathering at the Harbor District and the working group has met several times, including this afternoon. Zack Larson is communicating local concerns to the Tri-County work group and is doing a good job for the county. The selections for the Regional Stakeholders Group will be announced in the next two weeks.

10. **Board Comments.**

This agenda item allows Board members the opportunity to discuss items of general interest, provide a reference or other resource to staff, ask for clarification or request staff to report to the Board on a certain matter.

Commissioner Ramsey indicated he had no comments. Commissioners Phillips reported there would be a funding fair April 14 in Redding, and thought they should attend. President Feller requested it be on next agenda and that they should have a list of items prepared that they need funding for to take to the meeting. Commissioner Phillips asked how the docks were holding up in the inclement weather they were experiencing. Mr. Young responded there are a few issues the crew is aware of that they will address as soon as weather lets up. Commissioner Reese indicated he had no comment, nor did Commissioners Martell or Feller. President Feller indicated there should be a closed session at the next meeting, as well as a report from Bill Renfro of TriAgency.

11. **Adjournment**

There being no further business to come before the commission, President Feller adjourned the meeting at 7:30 p.m. until the next regularly scheduled meeting on February 2, 2010 at 6:30 p.m. at the Flynn Administrative Center.

Scott Feller, President

Ray Martell, Secretary

Approved this _____ day
of _____, 2009.