

AGENDA
REGULAR MEETING OF THE BOARD OF COMMISSIONERS
HUMBOLDT BAY HARBOR, RECREATION AND CONSERVATION DISTRICT

DATE: February 28, 2013

TIME: 6:00 p.m. Executive Closed Session
7:00 p.m. Regular Session

PLACE: Woodley Island Marina Meeting Room

The Meeting Room is wheelchair accessible. Accommodations and access to Harbor District meetings for people with other handicaps must be requested of the Director of Administrative Services at 443-0801 24 hours in advance of the meeting.

1. Call to Order at 6:00 p.m.

A. Move to Executive Closed Session pursuant to the provisions of the California Government Code Section 54956.8 (Conference with Real Property Negotiator)

1. Conference with Real Property Negotiator

Negotiating Parties: Paul Brisso, District Counsel; Mike Wilson, Board President; Jack Crider, Chief Executive Officer

Under Negotiation:

❖ Freshwater Tissue Company property purchase negotiations

2. Adjourn Executive Closed Session

3. Call to Order Regular Session at 7:00 P.M. and Roll Call

4. Pledge of Allegiance

5. Report on Executive Session

6. Public Comment

Note: This portion of the Agenda allows the public to speak to the Board on the various issues not itemized on this Agenda. A member of the public may also request that a matter appearing on the Consent Calendar be pulled and discussed separately. Pursuant to the Brown Act, the Board may not take action on any item that does not appear on the Agenda. Each speaker is limited to speak for a period of three (3) minutes regarding each item on the Agenda. Each speaker is limited to speak for a period of three (3) minutes during the PUBLIC COMMENT portion of the Agenda regarding items of special interest to the public not appearing on the Agenda that are within the subject matter jurisdiction of the Board of Commissioners. The three (3) minute time limit may not be transferred to other speakers. The three (3) minute time limit for each speaker may be extended by the President of the Board of Commissioners or the Presiding Member of the Board of Commissioners at the regular meeting of the District. The three (3) minute time limit for each speaker may be enforced by the President of the Board of Commissioners or the Presiding Member of the Board of Commissioners at the regular meeting of the District.

7. Consent Calendar: None

Note: All matters listed under the Consent Calendar are considered to be routine by the Board of Commissioners and will be enacted by one motion. There will be no separate discussion of these items. If discussion is required, that item will be removed from the Consent Calendar and considered separately.

8. Communications and Reports

- a. Chief Executive Officers Report
- b. Staff Reports
- c. District Counsel's and District Treasurer's Reports
- d. Commissioner and Committee Reports
- e. Other

9. Non Agenda

Agenda for February 28, 2013 Regular Board Meeting

10. Unfinished Business

11. New Business

- a. Consideration of Resolution 2013-03, A Resolution Establishing Federal and State Legislative Priorities for the Humboldt Bay Harbor, Recreation and Conservation District during the 2013 Legislative Session.
- b. Consideration of acceptance of bid and award of contract with Colburn Electric, Inc. for the Woodley Island Marina and Redwood Marine Terminal Berths 1 & 2 Lighting and Surveillance Cameras not to exceed \$61,740.00.
- c. Consideration of Personal Services Contract with Erika Blackwell for the term of ten months not to exceed \$46,000.00 for services as project coordinator for aquaculture business park and pilot aquaponics project.
- d. Consideration of travel expenses for Dockmaster to attend the Pacific Coast Congress of Harbormasters and Port Managers, Inc. 39th Annual Membership Conference, April 9-12, 2013 in Seattle, Washington.
- e. Consideration of travel expenses for Director of Administrative Services to attend the SDRMA Claims Day, March 28, 2013 in Sacramento, California.

12. Administrative and Emergency Permits

13. Adjournment

**MINUTES
REGULAR MEETING OF THE BOARD OF COMMISSIONERS
HUMBOLDT BAY HARBOR, RECREATION AND CONSERVATION DISTRICT**

February 28, 2013

PRESENT

Commissioner Newman
Commissioner Dale
Commissioner Wilson
Commissioner Marks
Commissioner Higgins

President Wilson called the Executive Closed Session to order at 6:08 p.m.

President Wilson adjourned the Executive Closed Session at 6:48 p.m.

President Wilson called the Regular Meeting of the Board of Commissioners to order at 7:05 p.m.

District Counsel reported on the Executive Closed Session as follows: Freshwater Tissue Company property purchase negotiations – No action taken.

President Wilson asked Captain Tim Petruscha to lead those present in the Pledge of Allegiance.

PUBLIC COMMENT: None

CONSENT CALENDAR: None

CHIEF EXECUTIVE OFFICER REPORT

- ❖ Reported on the status of the Samoa Industrial Waterfront Transportation Access Plan. The next step is to determine Right of Ways and research title surveys.
- ❖ Stated a study of the parking spaces on Woodley Island indicates there would be an additional six (6) spaces needed to support the proposed RV Park.
- ❖ attended a Humboldt Bay Harbor Working Group luncheon on February 27.
- ❖ LACO Associates has completed a Phase 1 study on the Freshwater Tissue Company property as part of the Brownfields Grant project.
- ❖ Researching how to best fix some shore erosion at Fields Landing brought to the District's attention by a concerned citizen.
- ❖ Coastal Commission causing some delay with permitting the rebuilding of some of the Shelter Cove "Mario's Marino" buildings.
- ❖ 3/17-21: CEO and Commissioner Wilson will travel to Washington DC to meet with legislators and legislative agencies.
- ❖ The newly designed National Marine Research and Innovation Park brochure will be used for meeting with Washington DC legislators and application for grant funding.

STAFF REPORT

Director of Administrative Services

- ❖ Reported new marina software is being researched; upgraded office phone system has been installed.
- ❖ Staff is training on website development and maintenance in order to update the District's new website.
- ❖ Just completed the first month of the new marina software.
- ❖ Had the first Budget Committee meeting with Commissioners Dale and Marks.

Minutes

Regular Meeting of the Board of Commissioners
Humboldt Bay Harbor, Recreation and Conservation District
February 28, 2013
Page 2 of 4

Director of Conservation

- ❖ Attended a sea level rise meeting
- ❖ Reported that *spartina densiflora* eradication is ongoing
- ❖ CEQA Initial Study for aquaculture pre-permitting is in process
- ❖ Reported on ASBS stormwater monitoring in Shelter Cove

Bar Pilot Captain Tim Petrusa

- ❖ Reported the dredge Essayons will be working in Humboldt Bay in April
- ❖ There is one log ship scheduled for March
- ❖ Stated a cruise ship bypassed Eureka; unfortunately much pre-planning took place

DISTRICT COUNSEL REPORT: None

DISTRICT TREASURER REPORT: None

COMMISSIONER AND COMMITTEE REPORTS

Commissioner Newman

- ❖ Attended a California Department of Fish & Game 2013 Salmon information meeting. The Klamath and Sacramento Rivers abundance forecasts a big season
- ❖ Attended a Pacific Fisheries Management Council meeting as a member of Salmon advisory subpanel for California trollers.

Commissioner Dale

- ❖ Was in Washington DC for two days discussing shellfish issues

Commissioner Wilson

- ❖ Received many comments regarding the bay tour with Congressman Huffman
- ❖ Was interviewed on the KMUD radio morning show
- ❖ Would like a tour of the dredge Essayons when it is here

Commissioner Marks

- ❖ Discussed current and future projects with Congressman Huffman during his visit
- ❖ Attended the Humboldt Bay Harbor Working Group meeting at the Labor Temple
- ❖ Attended the Humboldt Bay Harbor Working Group luncheon

Commissioner Higgins

- ❖ Said the Maritime Museum's crab and oyster fee was a great community event
- ❖ Attended the Humboldt Bay Harbor Working meeting at the Labor Temple. He said there was a candid exchange of ideas and opinions. It was clear that people care about commerce on the bay. Commissioner Higgins suggested reconvening the Economic Development Committee for further discussion
- ❖ Attended a Monitoring Enterprise-related meeting

OTHER

NON AGENDA: None

UNFINISHED BUSINESS: None

NEW BUSINESS

A. CONSIDERATION OF RESOLUTION 2013-03, A RESOLUTION ESTABLISHING FEDERAL AND STATE LEGISLATIVE PRIORITIES FOR THE HUMBOLDT BAY HARBOR, RECREATION AND CONSERVATION DISTRICT DURING THE 2013 LEGISLATIVE SESSION.

COMMISSIONER HIGGINS MOVED FOR THE APPROVAL OF RESOLUTION 2013-03, A RESOLUTION ESTABLISHING FEDERAL AND STATE LEGISLATIVE PRIORITIES FOR THE HUMBOLDT BAY HARBOR, RECREATION AND CONSERVATION DISTRICT DURING THE 2013 LEGISLATIVE SESSION.

It was decided by the Board to have a discussion of the legislative priorities with a resolution to follow at a future meeting.

The priorities from 2012 remain the Board's priorities, but they will be condensed for distribution by President Wilson and CEO in Washington DC.

COMMISSIONER HIGGINS WITHDREW HIS MOTION.

Commissioner Dale suggested adding sea level rise levee work, which will require federal and state assistance.

CEO will organize the priorities oriented to issues, not specific to federal, state or local assistance and will bring back to the Board for consideration on March 14.

President Wilson said last year there was a big push for additional dredging. He suggested the issue be included for 2013.

B. CONSIDERATION OF ACCEPTANCE OF BID AND AWARD OF CONTRACT WITH COLBURN ELECTRIC, INC. FOR THE WOODLEY ISLAND MARINA AND REDWOOD MARINE TERMINAL BERTHS 1 & 2 LIGHTING AND SURVEILLANCE CAMERAS NOT TO EXCEED \$61,740.00.

COMMISSIONER MARKS MOVED FOR THE ACCEPTANCE OF BID AND AWARD OF CONTRACT WITH COLBURN ELECTRIC, INC. FOR THE WOODLEY ISLAND MARINA AND REDWOOD MARINE TERMINAL BERTHS 1 & 2 LIGHTING AND SURVEILLANCE CAMERAS NOT TO EXCEED \$61,740.00. COMMISSIONER HIGGINS SECONDED.

This project constitutes the final use of the Homeland Security grant funds and will provide lighting at Redwood Marine Terminal Berths 1 & 2 and lighting on the Woodley Island docks.

MOTION CARRIED WITHOUT DISSENT.

C. CONSIDERATION OF PERSONAL SERVICES CONTRACT WITH ERIKA BLACKWELL FOR THE TERM OF TEN MONTHS NOT TO EXCEED \$46,000.00 FOR SERVICES AS PROJECT COORDINATOR FOR AQUACULTURE BUSINESS PARK AND PILOT AQUAPONICS PROJECT.

COMMISSIONER HIGGINS MOVED FOR THE APPROVAL OF PERSONAL SERVICES CONTRACT WITH ERIKA BLACKWELL FOR THE TERM OF TEN MONTHS NOT TO EXCEED \$46,000.00 FOR SERVICES AS PROJECT COORDINATOR FOR AQUACULTURE BUSINESS PARK AND PILOT AQUAPONICS PROJECT. COMMISSIONER MARKS SECONDED.

Ms. Blackwell's responsibilities would be to oversee and manage the aquaponics pilot facility. Commissioner Dale thanked Ms. Blackwell for her hard work to get the project to this point.

MOTION CARRIED WITHOUT DISSENT.

D. CONSIDERATION OF TRAVEL EXPENSES FOR DOCKMASTER TO ATTEND THE PACIFIC COAST CONGRESS OF HARBORMASTERS AND PORT MANAGERS, INC. 39TH ANNUAL MEMBERSHIP CONFERENCE, APRIL 9-12, 2013 IN SEATTLE, WASHINGTON.

COMMISSIONER MARKS MOVED FOR THE APPROVAL OF TRAVEL EXPENSES FOR DOCKMASTER TO ATTEND THE PACIFIC COAST CONGRESS OF HARBORMASTERS AND PORT MANAGERS, INC. 39TH ANNUAL MEMBERSHIP CONFERENCE, APRIL 9-12, 2013 IN SEATTLE, WASHINGTON. COMMISSIONER HIGGINS SECONDED. MOTION CARRIED WITHOUT DISSSENT.

E. CONSIDERATION OF APPROVAL OF TRAVEL EXPENSES FOR DIRECTOR OF ADMINISTRATIVE SERVICES TO ATTEND THE SDRMA CLAIMS DAY, MARCH 28, 2013 IN SACRAMENTO, CALIFORNIA.

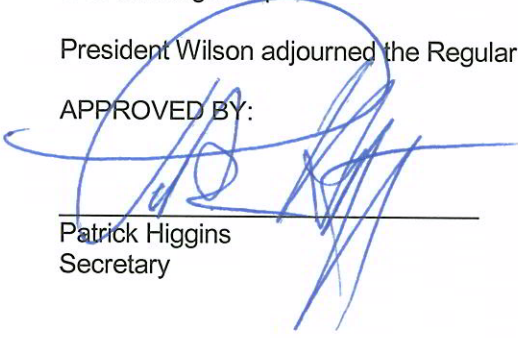
COMMISSIONER HIGGINS MOVED FOR THE APPROVAL OF TRAVEL EXPENSES FOR DIRECTOR OF ADMINISTRATIVE SERVICES TO ATTEND THE SDRMA CLAIMS DAY, MARCH 28, 2013 IN SACRAMENTO, CALIFORNIA. COMMISSIONER MARKS SECONDED. MOTION CARRIED WITHOUT DISSSENT.

ADMINISTRATIVE AND EMERGENCY PERMITS

Director of Conservation reported Administrative Permit A-2013-01 was granted to California Department of Fish & Game for the use of a dock at Woodley Island Marina for the temporary deployment of a Dungeness crab larva light trap.

President Wilson adjourned the Regular Meeting of the Board of Commissioners at 8:06 P.M.

APPROVED BY:



Patrick Higgins
Secretary

RECORDED BY:



Patricia Tyson
Director of Administrative Services