

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

**Woodley Island Marina
and Redwood Marine Terminal Berths 1 and 2
Surveillance Cameras and Lighting
Purchase and Installation Agreement**

THIS AGREEMENT, MADE THIS _____ DAY OF _____ 2013, by and between the Humboldt Bay Harbor, Recreation and Conservation District, hereinafter called the "DISTRICT" and _____ doing business as (an individual), or (a partnership), or (a corporation), hereinafter called "CONTRACTOR."

WITNESSETH: That for and in consideration of payments and agreements hereinafter mentioned:

1. CONTRACTOR will commence and complete the installation of the new Bosch, Sony or equivalent Surveillance cameras and lighting described in Exhibit A, which is incorporated by reference as part of this Agreement.
2. CONTRACTOR will furnish all of the material, supplies, tools, equipment, labor and other services necessary for the transportation, installation and testing of the new Bosch, Sony or equivalent Surveillance cameras and lighting described in Exhibit A.
3. CONTRACTOR will commence the transportation, installation, and testing of the new Bosch or equivalent Surveillance cameras and lighting within 10 calendar days after the date of award and will complete the same on or before 5:00 PM, May 3, 2013 unless the period for completion is extended otherwise by agreement of the DISTRICT.
4. CONTRACTOR agrees to perform all of the work described in the Specifications, (Exhibit A) and comply with terms therein for the sum of \$ _____ (Bid Amount).
5. Payment will be made within 30 days of installation and acceptance by the DISTRICT.
5. CONTRACTOR is required to comply with the State of California prevailing wage laws in effect at the time of execution of this Agreement. See California Labor Code sections 1770 et. seq. and related legal provisions. CONTRACTOR will be required to comply with any changes in these wage rates as they are updated by the State of California at no additional cost to DISTRICT.
6. All work is to be done in accordance with DISTRICT'S specifications as described in Exhibit A in a manner and subject reasonably acceptable by DISTRICT. It is understood that the CONTRACTOR will perform hereunder will be in its professional capacity as an independent entity; and that at no time shall CONTRACTOR be deemed an employee or agent of DISTRICT, nor shall it have the authority to obligate DISTRICT in any manner.

7. CONTRACTOR assumes full and exclusive responsibility for the payment of all compensation and expenses of CONTRACTOR'S employees and for all state and federal income tax, unemployment insurance, Social Security, disability insurance and other applicable withholdings, measured by the wages, salaries or other remuneration paid CONTRACTOR'S employees; and CONTRACTOR further agrees to comply with all rules and regulations applicable thereto.
8. The standard of care applicable to CONTRACTOR'S services will be the degree of skill and diligence normally employed by others performing the same or similar services. CONTRACTOR shall not assign any interest in this contract without prior written approval of DISTRICT. CONTRACTOR shall correct any defective work subsequently discovered on all incomplete, inaccurate, or defective work rendered by CONTRACTOR and shall be remedied by CONTRACTOR on demand without cost to DISTRICT for a period of one (1) year commencing on the date of acceptance by DISTRICT.
9. In the performance of this agreement, CONTRACTOR shall comply with all applicable local, state, and federal laws, rules, regulations, and ordinances including those relating to the environment, toxic or hazardous materials, and occupational health and safety. CONTRACTOR shall be responsible for the proper handling, control and disposal of any hazardous materials or waste that may be discovered, generated or utilized in the performance of this Agreement.
10. With respect to operations performed under or incident to this agreement, CONTRACTOR agrees to obtain and maintain the following insurance with coverages listed below:
 - a) Worker's compensation insurance meeting statutory limits and employers liability insurance in an amount not less than \$1,000,000 for all employees engaged in this Project;
 - b) Professional and General liability insurance that provide protection for claims which may arise out of or result from operations or performance under this agreement. Liability insurance coverages shall be not less than a single limit coverage of \$1,000,000;
 - c) Comprehensive automobile liability insurance covering all owned, hired, and otherwise operated non-owned vehicles with a minimum combined single limit of \$1,000,000 each occurrence (or the equivalent) for bodily injury and property damage.
 - d) All insurance certificates shall list DISTRICT as additionally insured and include an Endorsement.

Any and all deductible amounts are the responsibility of the CONTRACTOR.

In the event that the CONTRACTOR contracts the services of other consultants (subconsultants) as part of the work covered by this Agreement, it shall be the CONTRACTOR'S responsibility to require and confirm that each subconsultant meets the minimum insurance requirements specified above.

11. All permits required by law will be the responsibility of the CONTRACTOR and will be obtained at CONTRACTOR'S expense except those permits expressly provided by DISTRICT.
12. DISTRICT shall have the right, at any time, in its sole discretion and with or without cause, by ten (10) days written notice to CONTRACTOR, to cancel this Agreement. CONTRACTOR shall stop work immediately upon receipt of a notice of termination.

If District exercises its right to terminate the Agreement, upon termination DISTRICT will reimburse CONTRACTOR within thirty (30) days for the services which were performed prior to termination, based upon an invoice submitted to DISTRICT describing the services completed prior to termination and an itemization of time spent and expenditures incurred. Such sums shall in no event exceed the total amount described in this Agreement.
13. CONTRACTOR shall be responsible for all injuries or deaths to persons and all damage to property of DISTRICT or others caused by or resulting from the negligence of CONTRACTOR, its employees, agents, or subcontractors during the progress of or connected with rendition of services herein rendered, and shall defend and hold harmless and indemnify DISTRICT and all its officers and employees of DISTRICT from all costs and payments for damages for injuries or deaths arising out of the negligence of performance of work of CONTRACTOR or its subcontractors under this Agreement.
14. Contractors are required by law to be licensed and regulated by the Contractor's State License Board. Any questions concerning a Contractor may be referred to the Registrar, Contractor's State License Board, 3132 Bradstone Road, P.O. Box 2600, Sacramento, CA 95826.
15. This Agreement represents the entire agreement between DISTRICT AND CONTRACTOR and supersedes all prior negotiations, representations or agreements, either written or oral. In the event any provision of this Agreement shall be determined to be void or unenforceable by any court of competent jurisdiction, then such determination shall not affect any other provision of this Agreement and all such other provisions shall remain in full force and effect.

This Agreement shall be binding upon all parties hereto and their respective heirs, executors, administrators, successors, and assigns.

IN WITNESS WHEREOF, the parties hereto have executed, or caused to be executed by their duly authorized officials, this Agreement, which shall be deemed and original on the date first above written.

Humboldt Bay Harbor, Recreation &
Conservation District _____

Owner

ATTEST:
(Seal)

By _____

President
Board of Commissioners

Secretary

Contractor (Seal)

By _____

Address

Reviewed:

District Counsel

EXHIBIT A:

**SPECIFICATIONS
Woodley Island Marina
and Redwood Marine Terminal Berths 1 and 2
Surveillance Cameras and Lighting**

SECTION I. SCOPE OF WORK

The **CONTRACTOR** will provide labor, materials and equipment to complete the installation of Bosch, Sony or equivalent Surveillance Cameras and lighting at the Woodley Island Marina located at 601 Startare Drive, Eureka, California and Redwood Marine Terminal Berths 1 and 2, Samoa, CA. The cameras must be capable of connecting to a supplied high speed connection viewable and controllable from an offsite location and to interface with the District's existing system.

SECTION II. LOCATION OF THE WORK

The Woodley Island Marina is located at 601 Startare Drive, Eureka, CA and Redwood Marine Terminal Berths 1 and 2 are located at Samoa, CA.

SECTION III. TIME OF COMPLETION

The **CONTRACTOR** shall diligently prosecute the work under this contract to completion before May 3, 2013. **CONTRACTOR** agrees that it is impossible or impractical to calculate with any reasonable certainty the actual damages that will be incurred by District for the failure to complete the project within the time period set forth in the Agreement, and that liquidated damages in the sum of Two Hundred Dollars (\$200) per day for each and every day's delay in finishing the work beyond the time prescribed herein is reasonable, and will be imposed unless waived in all or in part in writing by **DISTRICT**.

SECTION IV. INSURANCE

A. Public Liability

The **CONTRACTOR** shall take out and maintain, throughout the period of this contract comprehensive general liability insurance with minimum limits \$1,000,000 combined single limit (CSL), or \$1,000,000 bodily injury per occurrence and \$1,000,000 property damage per occurrence, covering all bodily injury and property damage arising out of its operation under this agreement.

B. Automobile

The **CONTRACTOR** shall provide automobile insurance covering all bodily injury and property liability incurred during the performance of this contract with minimum coverage of \$1,000,000 for property damage per accident, \$1,000,000 for bodily injury for each person, and not less than \$1,000,000 for bodily injury per accident: or \$1,000,000 per accident combined single limit (CSL).

C. Worker's Compensation

The **CONTRACTOR** shall, throughout the period of this contract, maintain in full force and effect a policy of workers compensation insurance covering all its employees and volunteers.

D. Additional Insured Notices

Said policies shall name the **DISTRICT** as an additional insured and include an Endorsement and shall constitute primary insurance as to the **DISTRICT**, its officers, agents and employees, so that any other policies held by the **DISTRICT** shall not contribute to any loss under said insurance. Said policies shall provide for thirty- (30) days prior written notice to the **DISTRICT** of cancellation or material change.

The **CONTRACTOR** shall not execute this contract until certificates, or other sufficient proof of compliance with these insurance provisions (as stated in Section IV. A, IV. B and IV. C of this Agreement) are filed with the **DISTRICT**.

If the **CONTRACTOR** does not keep such insurance in full force and effect, the **DISTRICT** may take out the necessary insurance, and the **CONTRACTOR** agrees to pay the cost of said insurance.

SECTION V. EXAMINATION OF THE SITE

It shall be the responsibility of the **CONTRACTOR** to examine the job site before submitting this proposal. No allowance will be made in the **CONTRACTOR'S** behalf for any extra expense he may incur due to his failure to acquaint himself with the extent of work to be done and the conditions under which the work is to be performed.

SECTION VI. CONTROL OF TRAFFIC

The **CONTRACTOR** shall furnish, erect and maintain all barricades, lights or other warning devices as necessary in order to insure the safe movement of vehicles and pedestrians as they may come into contact with hazards resulting from the execution of this contract. The **CONTRACTOR** shall not block traffic lanes on adjacent streets without the expressed consent of the **DISTRICT**. When traffic lanes on adjacent streets are to be blocked, the **CONTRACTOR** shall notify the **DISTRICT** of the specific times during which the street(s) will be blocked.

SECTION VII. SAFETY

The **CONTRACTOR** is hereby specifically informed that under the contract he has the sole responsibility for the safety of his work, including his workers, equipment and that of subcontractors or of the general public as they may come in contact with the work. The Engineer or Inspector has specifically not been hired to review **CONTRACTOR'S** safety or methods of operation.

The Contractor shall be responsible for all injuries or deaths to persons and all damage to property of **DISTRICT** or others caused by or resulting from the negligence of **CONTRACTOR**, its employees, agents, or subcontractors during the progress of, or connected with, rendition of services herein rendered. The Contractor shall defend and hold harmless and indemnify **DISTRICT** and all its officers and employees of **DISTRICT** from all costs and payments for damages for injuries or deaths arising out of the negligence of performance of work of the **CONTRACTOR** or its subcontractors under this Agreement.

SECTION VIII. PAYMENT

Payment for the work specified in these provisions will be made at the **LUMP SUM** amount bid upon notice of completion. The contract price paid for the said work shall be considered as full compensation for furnishing all labor (at prevailing wage), materials, tools and equipment necessary to perform the work as specified herein.

SECTION IX. SECURITY REQUIRED

All bids shall be presented under sealed cover and shall be accompanied by a bidder's security in an amount not less than 10 percent of the bid in one of the forms authorized by California Public Contract Code section 20724, i.e., cash, a cashier's check payable to the District, a certified check payable to the District, or a bidder's bond executed by an admitted surety insurer, made payable to the District. Additionally, if the bid amount is in excess of \$25,000 then a Payment Bond will be required before performance of the work pursuant to Civil Code Section 3247. In accordance with Civil Code Section 3248, if a Payment Bond is required as stated above, the Payment Bond shall be in a sum of not less than one-hundred percent of the total amount payable by the terms of the contract.

SECTION X. EQUIPMENT SPECIFICATION

1. Minimum Equipment Specifications

- 1 - Network recorder with necessary software
- 1 - 32" LED color monitor
- 2 - Outdoor Unitized PTZ cameras, pendent mount, clear bubble with heater/blower 24V
- 2- Outdoor wall mount cameras

- 9 - Outdoor fixed dome IP cameras with mounts
- 9 - 16' galvanized poles with mounting pads
 - 1 – wireless transmitter
 - 1 – wireless base station receiver
 - 1 – antenna and mounts
 - 1 – transformers and any electrical equipment necessary for full function of surveillance camera system

Connections, wiring and all other miscellaneous components used to install surveillance cameras will be of the highest quality materials for use in severe weather conditions at remote locations.

2. Installation:

REDWOOD MARINE TERMINAL:

PTZ –type camera with fixed cameras will be installed on pre-determined poles at Berths 1 and 2. See attached maps, Exhibit C (1 and 2).

Relay transmitter receivers will be established for Woodley Island Marina base station for all security cameras including Berths 1 and 2.

Cameras at Berths 1 and 2 will be placed on existing utility poles, AC power will be provided at the poles. Final connections will be done by camera installer.

WOODLEY ISLAND MARINA:

Nine 16' galvanized poles will be placed at the end of each dock for cameras and lights.

At a minimum, poles will be made of steel, 4x4x3/16" square tubing, hot dipped galvanized.

Poles will be mounted on minimum ¼" galvanized steel flanges and have 4-hole bolt pattern, mounted to existing dock whaler boards.

Fixed cameras will be attached to the top of the 16' galvanized poles with additional lights, location of poles is detailed in Exhibit B.

Lights will be UL listed for wet locations, 16" shoebox style, brown in color, clear lens and 100w high-pressure sodium bulbs – 120v.

Lights may use existing power located on the docks.

Photo sensors will control lights.

All cameras may communicate with the Main District office complex via wireless connections.

All mounting hardware will be galvanized ½” bolts meeting grade 5 specifications for dock light poles.

All poles have provisions so the wiring for the lights will pass through the pole.

Use of existing electrical power at locations specified in Exhibit B is allowed.

All electrical equipment will meet UL specifications in State of California and be of Marina grade. Any required permits will be the responsibility of the installer.

3. Warranty and Training:

The Harbor District requests a cost (to be detailed on the attached Proposal Sheet) for the following minimum warranty and service agreement.

Warranty Five (5) Year Parts and Labor with annual maintenance

Installer will have ten (10) days to fix any defects that may arise after installation is complete and for duration of the warranty period.

Bid amount will cover any District staff training involved with the additional surveillance cameras and lighting.

SECTION XI. MISCELLANEOUS

Bosch, Sony or equivalent surveillance cameras are required.

Use of wireless cameras and transmitters are permitted.

All necessary equipment, hardware and electronic devices used to install the cameras to any existing building, pole or supplied fabricated poles will meet Underwriters Laboratories specifications and be of high quality and perform under extreme weather conditions. Must operate during day and night conditions with existing lights or specified installed lights.

Cameras must be viewable from a designated AP address and interface with any existing camera system that is in place at the time of installation.

A separate dollar amount for each location is requested, as well as the total bid amount.



Humboldt Bay Harbor, Recreation and Conservation District

**WOODLEY ISLAND MARINA AND
REDWOOD MARINE TERMINAL BERTHS 1 AND 2
SURVEILLANCE CAMERAS AND LIGHTING**

February 11, 2013

AMENDMENT NO. 1

The following revisions have been made to Woodley Island Marina and Redwood Marine Terminal Berths 1 and 2 Surveillance Cameras and Lighting Purchase and Installation Agreement Exhibit A Specifications and are to be considered by all SUPPLIERS in preparation of bids.

Add to Section X. Equipment Specification – 1. Minimum Equipment Specifications:

Light poles for Marina docks may be round or square tubing.

Lights may be LED-type.

1 - Camera Pole at Redwood Marine Terminal Berth 2

SUPPLIER must sign this amendment to acknowledge receipt and inclusion of aforementioned changes to the bid specifications. Failure to sign and attach this amendment to bid sheet may result in the bid being rejected.

Any questions, please contact Alan Bobillot at (707) 834-3397 or at alan@portofhumboldt.org.

Sincerely,

A handwritten signature in black ink, appearing to read 'Alan Bobillot', with a long horizontal flourish extending to the right.

Alan Bobillot
Director of Facility Maintenance

Proposals due by 2:00 pm on February 21, 2013

SUPPLIER ACKNOWLEDGEMENT (SIGNATURE)

EXHIBIT D:
PROPOSAL SHEET
WOODLEY ISLAND MARINA SURVEILLANCE SYSTEM

Bid Item

Bid Amount

Item 1

Installation of Bosch, Sony or equivalent cameras and lighting where required:

Woodley Island Marina (including dock lighting) _____

Redwood Marine Terminal Berth 1 _____

Redwood Marine Terminal Berth 2 _____

Item 2

Warranty and Training

3a Warranty and Training _____

Total Bid (including shipping and tax) _____

REFERENCES: Please include names, addresses, and phone numbers of at least three comparable jobs. Please use additional sheet.

I, _____, representing _____
Name Firm

do hereby certify the above bid as true and correct.

Exhibit B

Woodley Island Marina
601 Startare Dr
Eureka Ca 95501

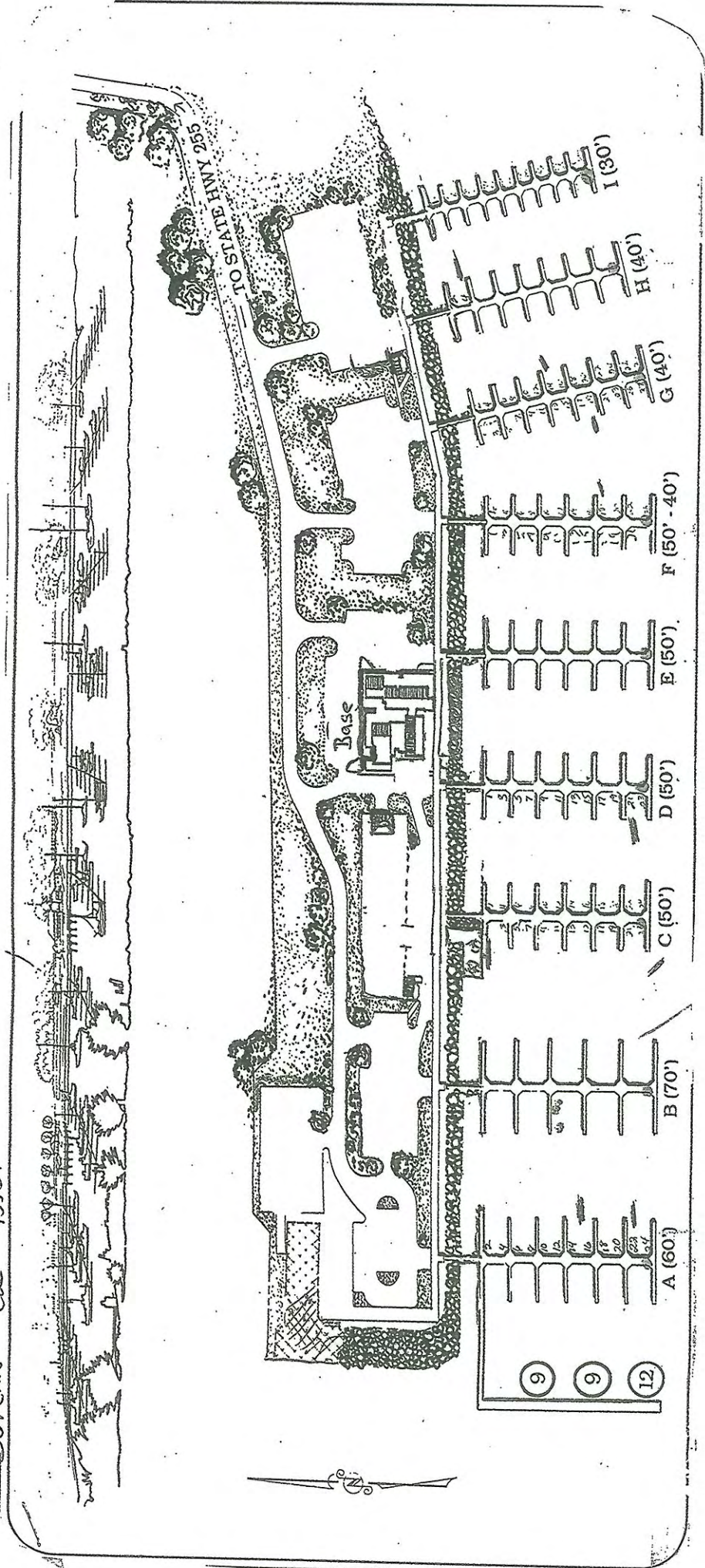


EXHIBIT 3 (cont'd) 2011

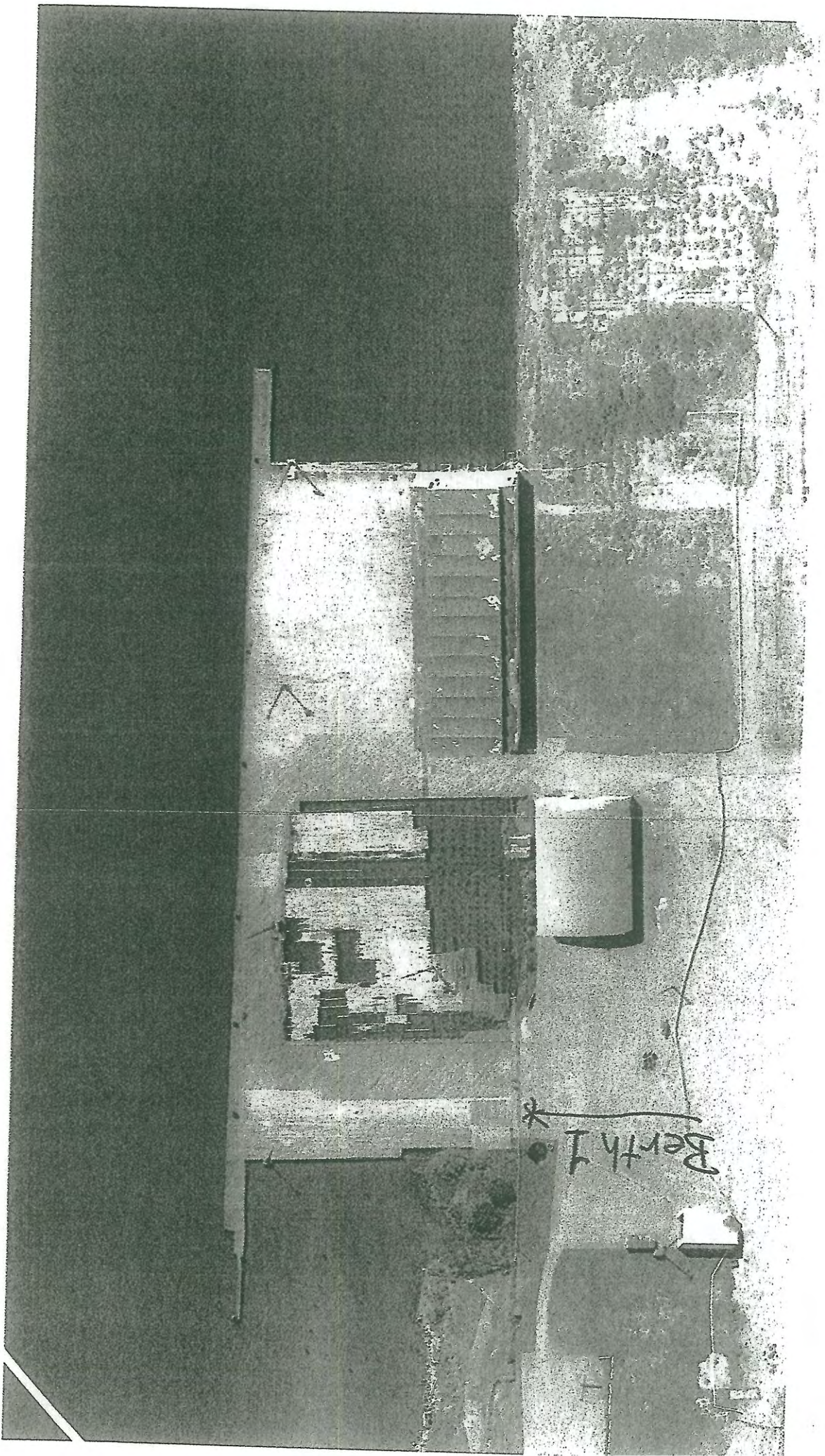
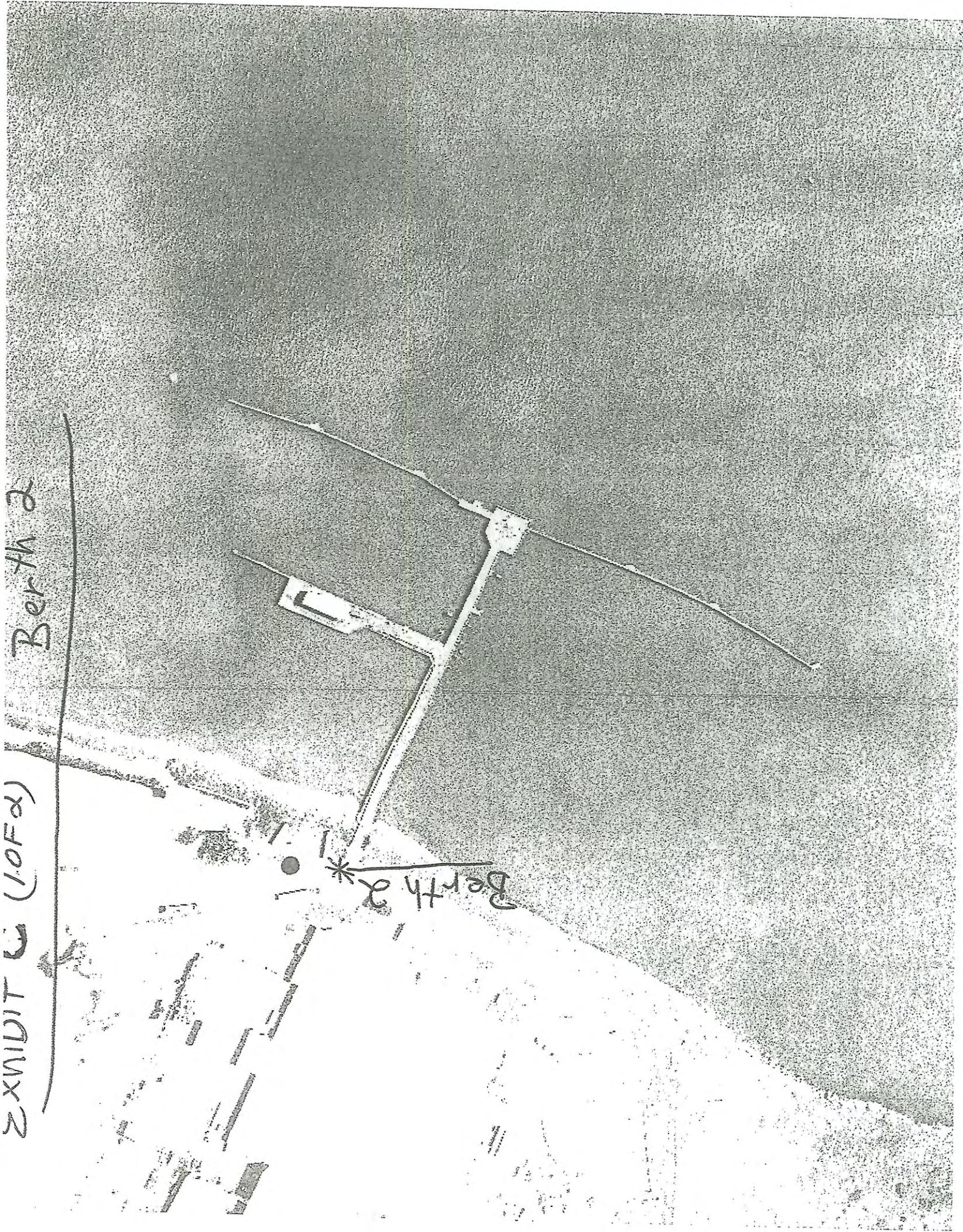


EXHIBIT C (IOFα)

Berth 2

Berth 2 *



11c

February 26, 2013

For Headwaters Fund Board Review: Revised budget and scope of work for Headwaters Fund grant award to begin development of the Humboldt Aquaculture Innovation Center.

Scope of Work

Project to develop an aquaculture business park on a portion of the property owned by Freshwater Tissue Company utilizing \$70,000 Headwaters Fund grant to the Humboldt Bay Harbor Recreation and Conservation District. Scope of work includes project startup phases, identifies sources of matching funds, budget balance sheet and components.

Project Phases: Evaluation of purchase of the Freshwater Tissue Co. pulp mill to repurpose as an eco-industrial and aquaculture business park. Completion of the first developmental milestone in the overall project development will utilize Headwaters Grant funds in two phases:

Phase 1 (March-April, 2013): Aquaculture and eco-industrial park consultants to conduct evaluations of the Freshwater Tissue Co. property as an eco-industrial business park, including associated costs and potential revenue. An eco-industrial park is defined as an industrial park in which businesses cooperate with each other and the local community to reduce waste and pollution, efficiently share resources, and achieve sustainable development with the intention of increasing economic gains and improving environmental quality.

Phase 1 will include feasibility of freshwater and seawater aquaculture and assessment of other industrial opportunities, including an analysis of the site for its potential as an eco-industrial park in which freshwater aquaculture plays a significant revenue-generating role. Phase one will also identify capital needs and sources, analysis of environmental assessment and cleanup, and develop a timeline for the project.

Phase 2 (Apr. – Dec.):

*Pilot project implementation: Build-out of pilot aquaponics facility of approximately 1,500 square feet, which will provide aquaponics workshops and educational tours. Pilot facility will evaluate specific crop opportunities given microclimate parameters, and will assess opportunity for commercial scale-up. By working closely with SBDC, the pilot project will identify regional and external markets, develop a business plan and market analysis, and identify financing opportunities to prepare the project for scale-up to a commercial aquaponics business with the potential for creating two new jobs.

*Public outreach meeting for eco-industrial business park project, including final reports and presentations from consultants. The meeting will be professionally mediated and will provide a forum to receive community input and address

questions. Humboldt Bay Harbor Recreation and Conservation District will also conduct regularly scheduled commissioners meetings to receive public input.

Match Sources:

Cash: A committed cash match of \$33,487.98 has been secured from Humboldt Bay Harbor Recreation & Conservation District. Anonymous donation of \$1,512.02 has been received as matching funds for water analysis and project outreach.

In-Kind: \$30,638 of in-kind matching has been committed from Humboldt Bay Harbor Recreation & Conservation District. \$4,362 in-kind match has been donated to the project in the form of equipment and professional services from local businesses.

Budget Components:

1. Project Coordinator: Erika Guevara Blackwell. As an independent contractor, Blackwell will work as project coordinator for eco-industrial and aquaculture business park project with Humboldt Bay Harbor Recreation and Conservation District. Phase 1 and 2 will yield a pilot aquaponics project, including a market analysis, business plan development, and financing options.
2. Staff: Humboldt Bay Harbor Recreation & Conservation District
3. Project Outreach: Humboldt Bay Harbor Recreation & Conservation District will host one public outreach meeting with guest panelists and several regularly scheduled commissioners meetings to receive public input during the project time period. The meetings will provide a forum for the local community to learn about the project, address questions, and gather community feedback. Meetings shall be professionally mediated.
4. Consultant: Jan War, AquaTerra Associates, Operations Manager of Natural Energy Laboratory of Hawaii Authority. Specializing in aquaculture and eco-industrial business parks, especially thermal energy conversion projects and seawater intake systems. Project evaluation for eco-industrial business park located at pulp mill site, including infrastructure assessment, likely tenants, costs, and revenue.
5. Consultant: Tony Vaught, a freshwater aquaculture consultant with over 30 years experience. He is a member of the Department of Fish and Wildlife's Aquaculture Development Committee. Mr. Vaught has familiarity with California regulatory requirements, market opportunities, and extensive knowledge of CA finfish culture.
6. Consultant: Dr. Brian Vinci, Freshwater Institute. Extensive experience in sustainable freshwater projects, strategic conservation, and green infrastructure. Dr. Vinci is performing a site evaluation for recirculating aquaculture systems technology (RAS) for a 500 metric ton per year finfish production system.
7. Water Sampling: Lab analysis of five water samples, anonymous donation to cover 2/3 of the cost.

Aquaculture Business Park Project Expense Item	Total Cost (\$)	Amount From Headwaters Funds (\$)	Matching Funds (\$)	Source of Matching Funds
Direct Salaries & Wages				
1. Project Coord. (10 months)	46,000	25,500	20,500	Cash: 20,500 (HBHRCD)
2. Staff: HBHRCD	3,000	1,000	2,000	In-Kind: 2,000 (HBHRCD)
3. Project Outreach	5,000	1,000	4,000	In-kind: 3,750 (HBHRCD) Cash (Donation): 250
<i>Sub-total: all Direct Salaries & Wages</i>	54,000	27,500	26,500	
Consultant & Professional fees				
4. Consultant: Jan War	11,652	5,826	5,826	Cash: 5,587.98 (HBHRCD) Cash (Donation): 238.02
5. Consultant: Tony Vaught	4,700	2,350	2,350	Cash: 2,350 (HBHRCD)
6. Consultant: Freshwater Institute	7,220	3,610	3,610	Cash: 3,610 (HBHRCD)
7. Water Sampling	1,624	0	1,624	Cash: 600 Cash (Donation): 1,024
Pilot Equipment <i>Aquaponics Tanks, Structure, Supplies, Consulting, Training</i>	33,576	29,214	4,362	In-Kind: 4,362 (Donation)
Pilot Expenses: <i>land lease, power, water, build-out</i>	16,228	0	16,228	Cash: 840 In-Kind: 15,388 (HBHRCD)
Overhead, non-staff related HBHRCD	3,500	0	3,500	In-Kind: 3,500 (HBHRCD)
Overhead, staff related HBHRCD	7,500	1,500	6,000	In-Kind: 6,000 (HBHRCD)
Overhead Costs as % of Total Project Cost	7.1%			
Total Project Cost	140,000	70,000	70,000	

11d

**39th ANNUAL
MEMBERSHIP CONFERENCE**

April 9-12, 2013
Hilton Seattle Airport & Conference Center
Seattle, Washington

“Keeping Ahead of Rising Tides”



Hosted by: Port of Seattle and
City of Des Moines

TUESDAY, April 9

- 2:00 pm - 4:00 pm **Board of Directors Meeting**
5:00 pm - 7:00 pm **Welcome Reception & Conference Check-in**

WEDNESDAY, April 10

- 8:00 am **Conference Check-in**
- 8:30 am **Call to Order: Bud Shoemake, President, Port of Toledo, OR**
Business Report
Introduction of PCC Board Members
Open Board Positions Election Announcement
Host Welcome Remarks
- 8:45 am **Host Presentations: City of Des Moines and Port of Seattle, WA**
- 9:30 am **Training and Education Committee Report: Eric Olsson, Washington Sea Grant, WA**
- 9:45 am **University of Alaska, SE online course overview: Mary Purvis, UAS, Sitka, AK**
- 10:15 am **Barbara Schwantes Report: Giuseppe Alvarado, Port of Seattle, WA**
- 10:30 am **Introduction of Sustaining Members**
Facilitator: Kevin Danberg, Port of Edmonds, WA
- 10:45 am **Networking Break**
- 11:00 am **US Coast Guard Sector Puget**
CG Sector Puget Sound integrates command functions of Coast Guard Group Seattle, Marine Safety Office Puget Sound and VTS Puget Sound under one operational command and highlight opportunities for marina operators and harbormasters throughout the area to contribute in maintaining a safe and secure waterfront while protecting the valuable resources in our waters.
- 11:30 am **Call of the Ports** – Introduce yourself and your guests in two minutes or less. Give your affiliation and the PCC committee(s) on which you serve. Briefly highlight an issue that you would like to discuss.
- 12:00 pm **LUNCH**
“Ugly Boat Winners” – This is both a fun, entertaining and informational lunchtime special event. While on the surface this luncheon session may seem like just a parody on boats at risk to themselves and to the surrounding waters, it provides examples of boats and boat operators that desperately need attention and offers innovative approaches to remedy safety concerns and the threats they pose to the environment.
- 1:00 pm **Call of the Ports (continued)**
- 2:30 pm **Session 1: It takes a TEAM** “Kobe steps back, shoots and sinks another incredible shot....Lakers lose again!” What happened? While it is always great to have a superstar on your staff, if they don’t mesh effectively with other employees and raise their levels of productivity, it may not be enough to win. This session will explore ways to not only enhance individual capabilities but to also identify proven techniques to promote an effective team effort where everyone contributes and everyone optimizes their performance. “Success coaching” offers the catalyst needed to motivate and meld a group of employees into a spirited efficient goal-oriented team.
- 3:20 pm **Networking Opportunity**
- 3:35 pm **Session 2: Maintenance challenges:** Sooner or later things need to be fixed. While it is prudent to develop and budget for a comprehensive preventive maintenance schedule tailored to prolong the life of your docks and address the projected “wear and tear” on your facilities, how do you account for the unexpected? How do you respond when unprecedented high winds and water inundate your marina, uprooting pilings and twisting dock structures while flooding electrical boxes and contaminating storage lockers and supplies? This panel will draw from their recent experiences in confronting these problems to offer strategies that helped get their marinas up and running again after the storm. There will also be discussions on various dock maintenance that seeks remedies in trying to balance the safety of clean unobstructed docks with the restrictions and prohibitions on using chemicals and pressure washing alternatives.

- 4:25 pm **Session 3: Don't Flush:** This session will offer an overview of the status of zero discharge zone legislation and insight into securing the funding to install dockside sewage pumpouts that can help avoid polluting discharges.
- 4:45 pm **Exhibitor Reception and Member Get Together:** Grab this opportunity!! Our gracious Sustaining Members welcome you to join them for entertainment, snacks and refreshments. This is a chance to discuss issues and problems confronting your marina and perhaps walk away with an innovative and cost-efficient solution. This is also an opportunity to acknowledge the efforts of our dedicated "vendor corps" for their support.

THURSDAY, April 11

- 8:30 am **Meeting Updates and Announcements**
- 8:45 am **Session 4: Grow Boating!** Indeed, all PCC marina and harbor operators are benefactors of NMTA's programs and promotions to get people into boating. Without boats and boaters there obviously would be no need for moorage slips. This is an opportunity to hear how this long-running program has helped the marine industry survive and even thrive during these tumultuous economic times through their efforts to keep boating "fun" in the eyes of present and future boaters. This session will also offer valuable information on boater demographics and boating projections that can prove critical in forecasting future marina development and determining optimal configurations and revenue growth. Paul Sorensen will share his wealth of knowledge and unique understanding of an industry to which he has dedicated a lifetime of effort in analyzing factors that affect consumer confidence and prompt them into becoming a boat buyer...or not.
- 9:45 am **Networking Opportunity**
- 10:00 am **Session 5: But is it legal?** When confronted with problems, we often seek counsel from fellow marina operators who frequently offer proven, logical and foolproof solutions. While this advice is almost always provided in earnest as tried and true, it may not best serve you if it unknowingly violates certain protections afforded to your boater tenants. This is an opportunity to get legal advice that can either validate or discredit various options you might wish to exercise in addressing delinquent accounts or ridding your marina of derelict boats or unsavory tenants. Kent Roberts has always offered a wealth of practical strategies in his congenial manner that can assist you in providing relief while avoiding costly legal miscues.
- 11:00 am **Session 6: Rising Tide...adapting to the inevitable:** This session won't be offering debate on global warming or climate change. It will however address the fact that sea levels are rising and recent events have demonstrated the vulnerability faced by marinas along our coasts. What should you be doing now? How will forecast rising tides and flooding change your approach to marina designs and prompt the consideration of protective measures? Bulkheads, breakwaters and berms are engineered to fend off the impacts of waves and occasional dramatic storm surges. What happens when these structures fail or prove inadequate? This session will offer some of latest scientific evidence that explains the observed and forecast unprecedented tidal and storm surges and to what extent these forces will impact our coasts in the coming years. There will also be discussion on how marina designers and engineers are addressing these concerns and how you may be bound by permitting agencies to build new or alter existing structures to more robust and stringent standards.
- 11:45 pm **Board Elections:** Candidates will give a short speech prior to the elections to introduce themselves to the membership.
Facilitator: **Bud Shoemake**, President, Port of Toledo, OR
- 12:00 pm **LUNCH: Table Topics**
We continue with our successful "Table Topics" so that you can enjoy lunch with the discussion group of your choice to explore topics of interest. Each table will have a placard announcing your favorite topic.
- 1:00 pm **Assemble for Host Port Activities**
- 5:00 pm **Return to Hotels**
- 5:10 pm **Training & Education Committee Meeting** (hotel lobby)
- 6:00 pm **Social Hour**
- 7:00 pm **Banquet**
Awards Presentation
Presenter: **Bud Shoemake**, President, Port of Toledo, OR
Entertainment

FRIDAY, April 12

7:30 am **Breakfast Buffet**

8:30 am **Reconvene Business Meeting**

8:45 am **Session 7 Session 3: Fighting the blog:** Times have changed. You no longer have the luxury of preparing lengthy well-thought out news releases in response to even seemingly minor disruptions or incidents at your marina. Within seconds of the event (whether good or unflattering) there will be candid images and texts distributed worldwide. So, while you can't control the flow and intensity of news there may be ways to at least temper the impact and get your side of the story out. This session will provide insight into some of the policies you need to establish and some of tools you need to use to combat inaccurate and potentially damaging news accounts. There will also be advice from media correspondents and journalists on ways to conduct yourself when the camera is running.

9:30 am **Return Conference Assessment Forms** – This is your link to having your ideas and wishes heard at our conferences. Please take a few minutes to fill out these forms to let your T&E Committee better serve you.

9:30 am **Closing Remarks, Conference adjourned**

SDRMA Safety/Claims Education Day

11e

SDRMA provides Property/Liability, Workers' Compensation, Health Benefits and Risk Management Services to California public agencies. Two times a year, we host our Safety/Claims Education Day to provide free training and information regarding coverages, online training programs, technology updates and our many valuable MemberPlus Services.

[Back](#) [Register](#)

In Addition, SDRMA members who attend the Education Day are eligible to earn credit incentive points (CIPs) to reduce their annual contribution amounts for both Property/Liability and Workers' Compensation programs.

The Education Day is free to all SDRMA and CSDA members except for the separate workshop for the CSDA Special District Leadership Academy - Governance Foundations.

PROGRAM AGENDA

7:30 – 8:30am	Registration / Buffet Breakfast (provided)
8:30 – 9:15am	Welcome, Annual Membership Meeting David Aranda - Board President, Greg Hall - CEO
9:15 – 9:45am	General Session - TargetSolutions Update Kelly Zielinski, TargetSolutions
9:45 – 10:00am	Break
10:00 – 3:45pm	CSDA Governance Foundations Workshop Special separate workshop - SDRMA Member: Free CSDA Member: \$125
10:00 – 11:45am	General Session - EEOC/DFEH Employment Practices Steve Werth, Low, Ball & Lynch Dennis Timoney, SDRMA
11:45 – 1:00pm	Lunch (provided)
1:00 – 2:15pm	Session 1A - Workers' Compensation - SB 863 Reform Act York Risk Services Group Session 1B - Property/Liability - Claim Reporting Barbara Tyler, SDRMA Session 1C - MemberPlus Online - Gateway to SDRMA Scott Schriber, ENS-Inc.
2:15 – 2:30pm	Break
2:30 – 3:45pm	Session 2A - Workers' Compensation - Claim Reporting Dennis Timoney, SDRMA Session 2B - Property/Liability - Scheduling Property Coverage Barbara Tyler/Ellen Doughty, SDRMA Session 2C - Safety Training - Safety Awareness Bob Lapidus, Lapidus Consulting
3:45pm	Adjourn