

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

October 9, 2014

PRESENT:

Commissioner Newman
Commissioner Dale
Commissioner Marks
Commissioner Wilson
Commissioner Higgins

President Marks called the Executive Closed Session to order at 6:13 p.m.

President Marks adjourned the Executive Closed Session at 6:35 p.m.

President Marks called the regular meeting of the Board of Commissioners to order at 7:04 p.m.

Pete Oringer led those present in the Pledge of Allegiance.

District Counsel reported on the Executive Closed Session as follows: Status of Conference with Real Property Negotiator: Timber Heritage Association purchase of Redwood Marine Terminal Berth 1 Roundhouse Real Property and Public Employee Performance Evaluation: Chief Executive Officer - No action taken.

PUBLIC COMMENT: None

CONSENT CALENDAR

COMMISSIONER HIGGINS MOVED FOR THE APPROVAL OF THE CONSENT CALENDAR.
COMMISSIONER NEWMAN SECONDED. MOTION CARRIED WITHOUT DISSENT.

COMMUNICATIONS AND REPORTS

CEO REPORT:

- ❖ New Market Tax Credits – CEO reported this has been postponed until March/April 2015.
- ❖ Eel Grass Workshop – was held on October 6 & 7 and was well attended by experts, regulatory agencies, stakeholders.
- ❖ Redwood Terminal 2 Prospective Tenants – US Recyclers, Coast Seafoods Company and US Mine Corp. are looking at the various buildings.

STAFF REPORTS:

Director of Facility Maintenance:

- ❖ Refurbishing Berth 1 for use by crab fishermen. Installing a crane donated from the old ice plant by Dennis Hunter.
- ❖ Humboldt Bay Municipal Water District is giving the District 500,000 gallons of water to top off the tank at Redwood Terminal 2 final flush water after repairs are done to their lines.
- ❖ The dredge will be put in the water next week. Cummins West will be certifying the old engine to retail it after repowering the dredge.
- ❖ Maintenance staff are gearing up for crab season.

Director of Harbor Operations

- ❖ Took divers out to the outfall pipe and buoys were placed.
- ❖ A log ship will be in Humboldt Bay on Sunday.

District Planner - In District Planner's absence, CEO reported on:

- ❖ King Salmon dredging – The dredging will be a phased dredging project. Currently USEPA is preparing the CEQA review. There are two sites available for dewatering the spoils: one at King Salmon and one at Fields Landing. Stillwater Sciences has completed the eelgrass survey. A

community meeting is being planned for mid-November to talk to the King Salmon residents about the dredging schedule. The dredge will be available inside the building for people to see.

- ❖ Redwood Terminal 2 contractor proposals – RFPs were requested for the buildings; roof; doors; water, gas and leach fields; alarm system; fencing and gates; and electrical. This was done in order to get estimates of costs for the improvements as part of the New Market Tax Credit program.

District Treasurer

- ❖ Ready for the audit to begin – work papers have been prepared.
- ❖ Working on the MuniPay model – an affordability model used to determine the amount the District can afford to pay back to USEPA. Originally the model said the District could afford to pay the entire \$10 million; however it was determined that amount was based on the District's ability to raise the taxes of all taxpayers in Humboldt County. Based on the District's cash balances, it has now been determined that \$450,000 is affordable. The District has already spent over \$1 million trucking the liquors.
- ❖ Issued compiled financial statements (unaudited) as a request of the bond refinancing lenders.

DISTRICT COUNSEL REPORT: None.

COMMISSIONER AND COMMITTEE REPORTS:

Commissioner Newman:

- ❖ October 11 – North Coast Regional Land Trust Benefit

Commissioner Dale:

- ❖ Attended the Eelgrass Management Workshop. It was well attended, lots of information, lots of comradery.
- ❖ Attended the Shellfish Growers conference in Vancouver, WA. Commissioner Wilson did a good job with his presentation on the mariculture pre-permitting project. There is lots of interest of shellfish growers.
- ❖ Met with NOAA staff in Washington DC regarding funding for eelgrass monitoring in Humboldt Bay.

Commissioner Marks:

- ❖ Attended the Eelgrass Management workshop. He said there was an all-star team of presenters.
- ❖ Attended the NCRA Board meeting.

Commissioner Wilson:

- ❖ Attended "Wine by the Sea", a fundraiser on October 4th for Friends of the Dunes.
- ❖ Attended Arts Alive in Eureka – there is an excellent exhibit about Humboldt Bay at First Street Gallery.

Commissioner Higgins:

- ❖ Has been researching pike minnow for the Eel River Recovery Project.

OTHER: None

UNFINISHED BUSINESS: None

NEW BUSINESS:

A. CONSIDERATION OF DISTRICT PERSONNEL POLICIES.

COMMISSIONER HIGGINS MOVED FOR THE ADOPTION OF THE DISTRICT PERSONNEL POLICIES. COMMISSIONER DALE SECONDED.

Minutes

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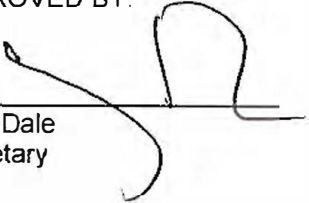
Karen Brooks said it is good to see positions changing and keep as much work in-house as possible. She said the policies should be reviewed every year and it is good to be proactive in human resource needs.

MOTION CARRIED WITHOUT DISSENT.

ADMINISTRATIVE AND EMERGENCY PERMITS: None.

The Regular Meeting of the Board of Commissioners adjourned at 8:14 p.m.

APPROVED BY:



Greg Dale
Secretary

RECORDED BY:



Patricia Tyson
Director of Administrative Services