

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

**June 13, 2024**

The Humboldt Bay Harbor, Recreation and Conservation District met in regular session on the above date, Regular Session met at 6:00 P.M. at the Woodley Island Marina Meeting Room, 601 Startare Drive, Eureka, CA 95501.

**REGULAR SESSION – 6:00 P.M.**

**ROLL CALL**

**PRESENT:**       DALE  
                      HIGGINS  
                      KULLMANN  
                      NEWMAN

**ABSENT:**        BENSON

**QUORUM:**       YES

**PLEDGE OF ALLEGIENCE**

**PUBLIC COMMENT:** The following individuals addressed the Commission regarding subject matters not on the regular session meeting agenda: Kevin McKernan.

**CONSENT CALENDAR**

- a) Adopt Minutes for the May 9, 2024, Regular Board Meeting
- b) Receive District Financial Reports April 2024
- c) Approve Purchase Order No. 2154 for Scribble Software Upgrade
- d) Second Amendment to Employment Agreement with Director of Administrative Services to Amend Management Leave

COMMISSIONER HIGGINS MOVED ACCEPT CONSENT CALENDAR ITEMS A-D.

COMMISSIONER NEWMAN SECONDED.

VOICE VOTE WAS CALLED, MOTION CARRIED.

Ayes:    DALE, HIGGINS, KULLMANN, NEWMAN

Noes:    NONE

Absent:  BENSON

Abstain: NONE

**COMMUNICATIONS, REPORTS AND CORRESPONDENCE RECEIVED**

- a) Correspondence Received
  - I. No correspondence received.
- b) Executive Director's Report
  - I. Executive Director presented Executive Director's report.

- c) Staff Reports
  - I. Staff presented reports.
- d) District Counsel and District Treasurer Reports
  - I. No report.
- e) Commissioner and Committee Reports
  - I. Commissioners reported on recent activities and subcommittees.

**UNFINISHED BUSINESS**

- a) **Receive Status Update Regarding Humboldt Bay Offshore Wind Heavy Lift Marine Terminal Project**
  - I. District Staff presented the item.
  - II. The Commission discussed the item.
  - III. Chair Dale opened the item to public comment. No one commented.
  - IV. Chair Dale moved the discussion back to the Commission.
  - V. Discussion item only, no formal action was taken.

**NEW BUSINESS**

- a) **Consultant Selection and Contracting for PIDP 2023 Grant Funding for the Redwood Marine Offshore Wind and Heavy Lift Multipurpose Marine Terminal Final Permitting and 30% Design Project**
  - I. District Staff presented the item.
  - II. The Commission discussed the item.
  - III. Chair Dale opened the item to public comment. Barbara Brenner commented, her comments can be found in Attachment A.
  - IV. Chair Dale moved the discussion back to the Commission.  
COMMISSIONER NEWMAN MOVED TO 1) SELECT MOFFATT & NICHOL AS THE CONSTULTANT FOR THE PIDP 2023 REQUEST FOR QUALIFICATIONS FOR THE REDWOOD MARINE OFFSHORE WIND AND HEAVY LIFT MULTIPURPOSE MARINE TERMINAL FINAL PERMITTING AND 30% DESIGN PROJECT; AND 2) AUTHORIZE THE EXECUTIVE DIRECTOR TO SIGN A CONTRACT WITH MOFFATT & NICHOL FOR UP TO \$10,597,335.  
COMMISSIONER KULLMANN SECONDED.  
VOICE VOTE WAS CALLED, MOTION CARRIED.  
Ayes: DALE, HIGGINS, KULLMANN, NEWMAN  
Noes: NONE  
Absent: BENSON  
Abstain: NONE
- b) **Authorize an Agreement to Mutually Terminate Ground and Operating Leases Following Successful Completion of New Market Tax Credit Investments by and between the Humboldt Bay Harbor, Recreation and Conservation District and the Humboldt Bay Development Association**
  - I. Executive Director presented the item.
  - II. The Commission discussed the item.

III. Chair Dale opened the item to public comment. No one commented.

IV. Chair Dale moved the discussion back to the Commission.

COMMISSIONER HIGGINS MOVED TO AUTHORIZE AN AGREEMENT TO MUTUALLY TERMINATE THE GROUND AND OPERATING LEASES FOLLOWING SUCCESSFUL COMPLETION OF NEW MARKET TAX CREDIT INVESTMENTS BY AND BETWEEN THE HUMBOLDT BAY HARBOR, RECREATION AND CONSERVATION DISTRICT AND THE HUMBOLDT BAY DEVELOPMENT ASSOCIATION.

COMMISSIONER NEWMAN SECONDED.

VOICE VOTE WAS CALLED, MOTION CARRIED.

Ayes: DALE, HIGGINS, KULLMANN, NEWMAN

Noes: NONE

Absent: BENSON

Abstain: NONE

**c) Preliminary Budget Adoption for Fiscal Year 2024-2025**

I. Executive Director presented the item.

II. The Commission discussed the item.

III. Chair Dale opened the item to public comment. No one commented.

IV. Chair Dale moved the discussion back to the Commission.

COMMISSIONER HIGGINS MOVED TO ADOPT THE PRELIMINARY BUDGET FOR FISCAL YEAR 2024-2025

COMMISSIONER NEWMAN SECONDED.

VOICE VOTE WAS CALLED, MOTION CARRIED.

Ayes: DALE, HIGGINS, KULLMANN, NEWMAN

Noes: NONE

Absent: BENSON

Abstain: NONE

**FUTURE AGENDA ITEMS**

a) Resolution Supporting Community Engagement

**ADJOURNMENT – 6:58 P.M.**

APPROVED BY:

RECORDED BY:

Aaron Newman  
Secretary of the Board of Commissioners

Mindy Hiley  
Director of Administrative Services