

**AGENDA**  
**REGULAR MEETING OF THE BOARD OF DIRECTORS**  
**HUMBOLDT BAY DEVELOPMENT ASSOCIATION, INC.**

**DATE:** April 20, 2022

**TIME:** 3:00 PM

**PLACE:** Join Zoom Meeting  
<https://us02web.zoom.us/j/6420506940>

Meeting ID: 642 050 6940  
One tap mobile  
(669) 900-9128, 6420506940# US

**1. Call to Order Regular Session and Roll Call**

**2. Pledge of Allegiance**

**3. 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 Directors. 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 or the Presiding Member of the Board. The three (3) minute time limit for each speaker may be enforced by the President of the Board or the Presiding Member of the Board.*

**4. Consent Calendar**

- a) Adopt Minutes for March 15, 2022 Special Board Meeting

**5. Non-Agenda**

**6. Unfinished Business**

- a) Update on Samoa Peninsula Current and Long-Range Development Opportunities and the County's Enhanced Infrastructure Finance District
- b) Update on New Market Tax Credit Loan Termination Timeline, Process, Preliminary Cost

***Agenda for April 20, 2022 Regular Board Meeting***

c) Tax Exempt Filing Status

d) Consider the Timeline and Options for Filling Board Vacancies

**7. New Business**

**8. Communications and Reports**

a) Executive Director's Report

I. Meet onsite at Redwood Marine Terminal II for May 18<sup>th</sup> meeting

b) Staff Reports

c) Board Reports

**9. Adjournment**

**DRAFT MINUTES  
SPECIAL MEETING OF THE BOARD OF DIRECTORS  
HUMBOLDT BAY DEVELOPMENT ASSOCIATION, INC.**

**March 15, 2022**

**PRESENT:**

Leroy Zerlang  
Richard Marks  
Patrick Higgins

**ABSENT:**

Miles Slattery

The Meeting of the Board of Directors was called to order at 5:09 PM

**PUBLIC COMMENT:** None

**RESIGNATION OF AARON NEWMAN, APPOINT NEW SECRETARY**

Item presented by Larry Oetker, Harbor District Executive Director  
Aaron Newman was appointed to the Board of Commissioners for the Humboldt Bay Harbor, Recreation and Conservation District and therefore had to resign from the Development Association.

CHAIR MARKS MOVED TO NOMINATE PATRICK HIGGINS AS SECRETARY OF THE DEVELOPMENT ASSOCIATION.

ZERLANG SECONDED.

ROLL CALL VOTE WAS CALLED, MOTION CARRIED.

AYES: MARKS, HIGGINS, ZERLANG

NOES: NONE

ABSENT: SLATTERY

ABSTAIN: NONE

**CONSENT CALENDAR**

**a) Adopt Minutes for May 17, 2021 Special Board Meeting**

ZERLANG MOVED TO APPROVE THE CONSENT CALENDAR.

HIGGINS SECONDED.

ROLL CALL VOTE WAS CALLED, MOTION CARRIED.

AYES: HIGGINS, MARKS, ZERLANG

NOES: NONE

ABSENT: SLATTERY

ABSTAIN: NONE

**NON-AGENDA:** None

**UNFINISHED BUSINESS:** None

**NEW BUSINESS**

**a) Adopt the Audit for FY 2021/2022**

District Staff presented the item.

The Board discussed the item.

Chair Marks opened the item to public comment; no one commented.

HIGGINS MOVED TO ADOPT THE AUDIT FOR THE 2021/2022 FISCAL YEAR.

ZERLANG SECONDED THE MOTION.

ROLL CALL VOTE WAS CALLED, MOTION CARRIED.

AYES: HIGGINS, MARKS, ZERLANG

NOES: NONE

ABSENT: SLATTERY

ABSTAIN: NONE

**b) Establish meeting schedule as the 3<sup>rd</sup> Tuesday of every month at 5:00 PM at the Harbor District Board Room**

Chair Marks presented the item.

The Board discussed the item.

Chair Marks opened the item to public comment; no one commented.

HIGGINS MOVED TO SET REGULAR BOARD MEETING SCHEDULE AS THE THIRD

WEDNESDAY OF EVERY MONTH AT 3:00 PM.

ZERLANG SECONDED THE MOTION

ROLL CALL VOTE WAS CALLED, MOTION CARRIED.

AYES: HIGGINS, MARKS, ZERLANG

NOES: NONE

ABSENT: SLATTERY

ABSTAIN: NONE

**c) Update on Samoa Peninsula Current and Long-Range Development Opportunities and the County's Enhanced Infrastructure Finance District**

Item presented by R. Holmlund, District Staff.

The Board discussed the item.

Chair Marks opened the item to public comment, no one commented.

Discussion only, no formal action was taken.

**d) Update on New Market Tax Credit Loan Termination Timeline, Process, Preliminary Cost**

Item presented by C. Mikkelsen, District Staff.

The Board discussed the item.

Chair Marks opened the item to public comment, no one commented.

Discussion only, no formal action was taken.

**e) Tax Exempt Filing Status**

Item presented by C. Mikkelsen, District Staff.

The Board discussed the item.

Item was opened to public comment, no one commented.

Discussion only, no formal action was taken.

**f) Consider the Timeline and Options for Filling Board Vacancies**

Chair Marks presented the item.

The Board discussed the item and directed Larry Oetker to take a few individuals to lunch to discuss possible board membership of the Humboldt Bay Development Association.

Chair Marks opened the item to public comment; no one commented.

**COMMUNICATIONS AND REPORTS**

a) Executive Director's Report – Larry Oetker gave a report on recent activities

b) Staff Reports – None

c) Board Reports – Board members reported on recent activities

The meeting was adjourned at 6:06 PM

APPROVED BY:

RECORDED BY:

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Patrick Higgins  
Secretary  
Humboldt Bay Development Association

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Mindy Hiley  
Director of Administrative Services