

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

**DATE:** April 13, 2023

**TIME:** Closed Session – 5:00 P.M.  
Regular Session – 6:00 P.M.

**PLACE:** Woodley Island Marina Meeting Room, 601 Startare Drive, Eureka, CA 95501  
**Public Advisory:** The Woodley Island Meeting Room is now open to the public.

**How to Observe and Participate in the Meeting:**

Observe: Members of the public can attend the meeting in person or observe the meeting on Zoom at the following link: <https://us02web.zoom.us/j/6917934402>

Meeting ID: 691 793 4402  
One tap mobile  
(669) 900-9128, 6917934402#

*Public members observing on Zoom will not be able to participate or provide comment. Members of the public who may wish to provide public comment during the meeting must attend in person.*

*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 (707) 443-0801 at least 24 hours in advance of the meeting.*

**1. Call to Order Closed Session at 5:00 P.M.**

**2. Public Comment**

*Note: This portion of the Agenda allows the public to speak to the Board on the closed session items. Each speaker is limited to speak for a period of three (3) minutes regarding each item on the Closed Session Agenda. 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.*

**3. Move to Closed Session**

**a) CONFERENCE WITH REAL PROPERTY NEGOTIATORS.** Terms of potential acquisition and/or lease of real property on the Samoa Peninsula, Humboldt County, with Assessor's Parcel Numbers, 401-112-021 and 401-112-024 California pursuant to

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California Government Code § 54956.8. District negotiators: Larry Oetker, Executive Director and Ryan Plotz, District Counsel. Negotiating party: California Marine Investments LLC. Under negotiation: price and payment terms.

- b) CONFERENCE WITH REAL PROPERTY NEGOTIATORS. Property: Humboldt County APN: 401-031-083-000. Agency negotiator: Larry Oetker, Executive Director; Ryan Plotz, District Counsel. Negotiating parties: Samoa Pacific Group, LLC. Under negotiation: price and terms of payment.

**4. Call to Order Regular Session at 6:00 P.M. and Roll Call**

**5. Pledge of Allegiance**

**6. Report on Closed Session**

**7. 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.*

**8. Consent Calendar**

- a) Adopt Minutes for March 9, 2023 Regular Board Meeting
- b) Adopt Minutes for March 30, 2023 Special Board Meeting
- c) Receive District Financial Reports for February 2023
- d) Charter Agreement Renewal for Eric Justeson dba 707 Sportfishing to operate a Charter Service at Woodley Island Marina
- e) Charter Agreement Renewal for Michael Stratman dba Redwood Coast Fishing to operate a Charter Service at Woodley Island Marina
- f) Charter Agreement Renewal for Reef Twibell dba Humboldt Sportfishing to operate a Charter Service at Woodley Island Marina

**9. Communications, Reports and Correspondence Received**

- a) Correspondence Received
- b) Executive Director's Report
- c) Staff Reports

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- d) District Counsel and District Treasurer Reports
- e) Commissioner and Committee Reports

**10. Unfinished Business - None**

**11. New Business**

**a) Consider Authorizing Executive Director to Execute a Contract Amendment with Tenera Environmental Consulting**

*Recommendation:* Authorize Executive Director to Execute a Contract Amendment with Tenera Environmental Consulting.

*Summary:* The consulting firm Tenera Environmental is under contract with the Harbor District to conduct aquatic larval sampling and report writing. This item is for an amendment to the contract for additional budget.

**b) Consideration of Resolution 2023-07, A Resolution to Authorize the Execution of a Grant Agreement and Accept Funds from the Maritime Administration of the US Department of Transportation for a 2022 Port Infrastructure Development Program Grant for the Humboldt Offshore Wind Terminal Project**

*Recommendation:* Staff recommends the Board: Adopt Resolution 2023-07 and then direct staff to work with the Ad Hoc Offshore Wind Committee to review/revise the application. Alternatively, the Board can evaluate the concept during this Board meeting, provide direction regarding modification of the application, and then direct staff to bring this item back to the Board at a special meeting during the week of April 24.

*Summary:* This item is regarding an application for an approximately \$10M grant from the Federal Port Infrastructure Development Program due on April 28, 2023. Attachment A to this staff report is a Resolution authorizing submittal of that grant application.

**c) Review of Preliminary Budget and Goals for Woodley Island Marina, Shelter Cove and Fields Landing Boat Yard**

*Recommendation:* Staff recommends the Board: Review and provide direction regarding the Preliminary budget and goals for Woodley Island Marina, Shelter Cove, and Fields Landing Boat Yard.

*Summary:* The budget is prepared annually under the direction of the Executive Director. In accordance with CA Harbors and Navigation Code Section 6093, on or before June 15, the District Board shall estimate and determine the amount of money required by the Harbor District and shall adopt a preliminary budget. Per Section 6093.3, the final budget shall be reported to the Board of Supervisors no later than August 1<sup>st</sup>.

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**d) Accept the Audit Report for the 2021-2022 Fiscal Year and Put out and RFQ for Audit Services for Fiscal Year 2022-2023**

*Recommendation:* Staff recommends the Board: Accept the Audit Report for the 2021-2022 Fiscal Year and put out RFQ for FY 2022-2023 audit contract.

*Summary:* Independent auditors report prepared by Harshwal & Company LLP for the fiscal year ending June 30<sup>th</sup>, 2022. See page 27 of the Audit for detailed information on restricted cash balances for the Dredge Surcharge and the Float Replacement Surcharge.

**12. Adjournment**