

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

DATE: **April 10, 2025**

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**

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 Humboldt Bay Harbor, Recreation and Conservation District is committed to providing equal access to all District programs, services, and activities by providing accommodations for individuals with qualified disabilities as required under the Americans with Disabilities Act. With 72 hours prior notice, a request for reasonable accommodation or modification can be made. Please contact the Clerk of the Board at (707) 443-0801 or by email at mhiley@humboldtbay.org.

Email Public Comment: To submit public comment to the Board, please email clerk@humboldtbay.org; provide your name and the agenda item number(s) on which you wish to comment. All public comment submitted after the agenda has been published will be included with the administrative record after the fact. Any written materials related to an item on this agenda submitted to the Board of Supervisors less than 72 hours prior to the Board meeting and are subject to the Public Records Act, are available for public inspection in the Harbor District office at 601 Startare Drive, Eureka, during regular business hours. Persons wishing to file documentation on any agenda item for the official record must submit an original and seven (7) copies of each document to the Clerk of the Board of Commissioners at the District Office, 601 Startare Drive in Eureka. Documentation includes, but is not limited to, written correspondence, audio and video tapes, maps, photographs, and petitions. Failure to submit the required number of copies will result in the document(s) not being placed in the official record.

The Meeting Room is wheelchair accessible. Accommodation 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.**

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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.** Property: Assessor's Parcel Numbers 401-112-021 and 401-112-024, Samoa Peninsula, Humboldt County, California District negotiators: Chris Mikkelsen, Executive Director; Ryan Plotz, District Counsel. Negotiating party: California Marine Investments 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) Charter Agreement Renewal for Marc Schmidt dba Coastline Charters to Operate a Charter Service at Woodley Island Marina**
- b) Charter Agreement Renewal for Matt Dallam dba Northwind Charters to Operate a Charter Service at Woodley Island Marina**
- c) Charter Agreement Renewal for Tim and Sherry Klassen dba Reel Steel Sportfishing to Operate a Charter Service at Woodley Island Marina**

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- d) Charter Agreement Renewal for Gary Blasi dba Full Throttle Sportfishing to Operate a Charter Service at Woodley Island Marina
- e) Charter Agreement Renewal for Tony Sepulveda dba Shellback Sport Fishing to Operate a Charter Service at Woodley Island Marina
- f) Consider Accepting Application for Filing for Harbor District Permit 2025-01: Fairhaven Terminal Dock Repair

9. Communications, Reports, and Correspondence Received

- a) Correspondence Received
- b) Executive Director's Report
- c) Staff Reports
- d) District Counsel Report
- e) District Treasurer Report
- f) District Engineer Report
- g) District Planner Report
- h) Commissioner and Committee Reports

10. Unfinished Business

- a) **Receive Status Update Regarding the Humboldt Bay Offshore Wind Heavy Lift Marine Terminal Project**

Recommendation: Receive the report and provide direction.

Summary: The Board has requested a monthly update regarding the Humboldt Bay Offshore Wind Heavy Lift Marine Terminal Project. Updates may include the status of grants, budgets, schedules, technical studies, funding opportunities, tasks completed, tasks underway, upcoming tasks, community engagement, and the latest overall project strategy. This report will provide an update for April 2025.

11. New Business

- a) **Authorize Submission of a Letter in Support of Proposed Assembly Bill AB472 Authored by Assembly Member Chris Rogers Related to Vital Port Infrastructure State Investment**

Recommendation: Staff Recommends the Board direct staff to draft and deliver a letter in support of the proposed California Assembly Bill 472 in compliment to the industry coalition letter attached herein to be executed by the Board President and Executive Director.

Summary: The District is actively working to permit, plan and develop a modern multi-purpose heavy lift marine terminal to rehabilitate an existing obsolete marine infrastructure for modern maritime trade and commerce, and to create substantial well-paying construction and maritime jobs in the region. While site utilization will may be broad, wind components are likely to be the first earlier users of the site. Complimentary to such, on February 6, 2025, Assemblymember Chris Rogers, introduced AB 472, a measure that would require the Governor to include an assessment of funding

opportunities for offshore wind seaport infrastructure in his Five-Year Infrastructure Plan. AB 472 will encourage collaboration between state agencies to identify possible funding from federal, state, and local sources to support the development of offshore wind projects.

b) Consider Authorizing the Executive Director to Negotiate and Execute a Grant Agreement with the California Energy Commission for the Humboldt Bay Heavy Lift Marine Terminal – Advanced Design and Public Engagement Project

Recommendation: Authorize the Executive Director to negotiate and execute a grant agreement contract with the California Energy Commission (CEC) associated with the Waterfront Facility Improvement Program for the Humboldt Bay Heavy Lift Marine Terminal - Advanced Design and Public Engagement Project in an amount up to \$20,00,000.

Summary: The California Energy Commission is recommending the Humboldt Bay Harbor District for a grant award from Waterfront Facilities Improvement Program (WFIP) grant to support advanced design and public engagement for the Humboldt Bay Heavy Lift Marine Terminal Project (Terminal Project). District staff recommends that the Board authorize the Executive Director to finalize scope and contractual details with the CEC and execute a contract for up to \$20,000,000.

c) Selection of a Professional Consultant and Award of a Professional Services Contract for the EPA Brownfields Community Wide Assessment Grant, EPA Region 9, Award No. BF98T67701

Recommendation: Staff Recommends the Board confirm Terraphase, Inc. (Terraphase) as the District's selected consultant in response to the Request for Qualifications (RFQ) issued for the Redwood Marine Terminal Brownfields Assessment, funded under USA EPA Grant No.BF 98T67701, and authorize the Executive Director to negotiate and execute a professional services contract with Terraphase for an amount up to \$500,000.

Summary: On January 29, 2025, the District issued a [Request for Qualifications](#) seeking professional consultants to provide environmental assessment services to which the District received three qualified proposals. After reviewing each proposal, conducting consultant interviews and consulting with the District Engineer, it is recommended the District proceed with Terraphase for the required assessment services.

d) Consideration of Initial Fiscal Year 2025-2026 Budget Preparation Step 1 - Preliminary Goals for Woodley Island Marina, Fields Landing Boat Yard, and Related Dredging

Recommendation: Staff recommends that the Board direct staff to implement the proposed 2025-2026 Fiscal Year Budget Preparation Schedule and receive a report on the proposed capital expense projects for Woodley Island Marina, Fields Landing Boat Yard and Dredging.

Summary: Staff recommends utilizing the following schedule to review goals, revenue, and expenditures by programmatic activity. These meetings will double as strategy

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sessions, which will be used by the Board, Executive Director, and District Staff to clearly understand where each activity is financially and what we can reasonably accomplish within our financial means. Staff will work with the Budget Subcommittee to prepare the budget and bring the complete budget to the Board for approval.

e) District Draft Audit Received for the Fiscal Year Ending June 30, 2024

Recommendation: For information purposes, staff is sharing with the Board that the Draft Audit for the Fiscal Year ending June 30, 2024, has been received and is under review by the Executive Director and the District Treasurer.

Summary: Independent auditor reports are prepared once annually, currently by Harshwal & Company LLP for the fiscal year ending June 30th, 2024. From time to time the District issues a request for qualifications for audit services to ensure equal opportunities and qualified professional preparation and representation.

12. Adjournment