

Board of Harbor Commissioners

Crescent City Harbor District

June 4, 2024

Regular Harbor Commission Meeting



Regular Meeting

Board of Harbor Commissioners of the Crescent City Harbor District

Harry Adams, President Rick Shepherd, Secretary
Wes White, Commissioner; Brian Stone, Commissioner; Gerhard Weber, Commissioner

AGENDA

- Date:** **Tuesday, June 4, 2024**
- Time:** **Open Session 2:00 p.m. (Closed Session follows)**
- Place:** **101 Citizens Dock, Crescent City, CA, and via Zoom Webinar,**

VIRTUAL MEETING OPTIONS

TO WATCH (via online)

<https://us02web.zoom.us/j/6127377734>

TO LISTEN (via telephone)

Dial (669) 900-6833, please enter 612 737 7734# (meeting ID)
or, one tap mobile: +16699006833,,6127377734#

1. Preliminary Items

- a. Call to Order**
- b. Roll Call**
- c. Pledge of Allegiance**
- d. General Public Comments**

The general comment period is provided for subjects not included on the agenda. Each person is limited to a maximum of 3 minutes of speaking time. The Board may not take action on non-agendized matters.

However, the Board or its staff may briefly respond to statements or questions from the public. (Gov. Code § 54954.2(a)(2))

2. Grants Update

3. Consent Calendar

Consent Calendar items are considered routine and will be approved by one motion. The public, staff, or Commissioners may request specific items be removed from the Consent Calendar for separate consideration.

- a. Approve Minutes of the May 7, 2024 Regular Meeting.**

4. New Business

- a. Approve South Beach Music Festival Proposed for July 2nd, 2024.**
- b. Approve Resolution 2024-04 Finding the Trees of Mystery Billboard Not Compatible with Future Use.**
- c. Approve Amendment to Agreement for Seawall and Citizens Dock Contract.**
- d. Approve Insurance Renewal Proposal from Redwoods Leavitt Insurance Agency.**

5. Unfinished Business

- a. Discuss Future Harbor District Landscaping Plans and Direct Staff on New RFP.**

6. Communications and Reports

- a. FY 2024/2025 Budget Review**
- b. Revenue Generation Progress Report**
- c. CEO/Harbormaster Report**
- d. Harbor Commissioner & Ad Hoc Committee Reports**

7. MEETING ADJOURNMENT

Adjournment of the Board of Harbor Commissioners will be until the next meeting scheduled for Tuesday, June 18, 2024, at 2 p.m. PDT. The Crescent City Harbor District complies with the Americans with Disabilities Act. Upon request, this agenda will be made available in appropriate alternative formats to person with disabilities, as required by Section 12132 of the Americans with Disabilities Act of 1990 (42 U.S.C. §12132). Any person with a disability who requires modification in order to participate in a meeting should direct such request to (707) 464-6174 at least 48 hours before the meeting, if possible.



1. Preliminary Items

- a. Call to Order**
- b. Roll Call**
- c. Pledge of Allegiance**



1. Preliminary Items

d. General Public Comments

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2. Grants Update

Public Comment?

**Creating Positive Social
& Environmental Impact**



Community System Solutions

6.4.24

GRANTS UPDATE

PRESENTED TO
CCHD BOARD OF COMMISSIONERS

AISLENE DELANE

Crescent City Harbor District Grant Tracking Chart 6_4_24

CCHD GRANTS AWARDED								
Grant Name	Grant Funder	Funded Projects	Project Amount	Grant Amount Awarded	Match Requirement (Remaining)	Grant Start Date	Project Timeline	Current Status
Port Infrastructure Development Grant (PIDP) 2022	ODOT - Maritime Administration	1) Construction of a new seawall 2) repair and renovate the seafood packing and trucking area 3) replace the aged cargo handling equipment atop the seawall	\$9,208,207.00	\$7,366,565.60	\$1,570,489.00	Jan-23	1-Jan-28	Design process utilizing public comments and environmental review continuing. Next steps are bathometric and geotechnical studies of the area.
CA Coastal Conservancy Grant Citizen's Dock Planning	CA Coastal Conservancy	1) Design, Environmental Impact Studies and Permitting for construction of a new Citizens' Dock.	\$927,000.00	\$927,000.00	\$143,000 (In-Kind)	Jun-23	36 months	Design process utilizing public comments and environmental review continuing. 15% design documents for Citizens' Dock completed.
CA Coastal Conservancy Grant South Beach Bathroom	CA Coastal Conservancy	Design, Permitting and Construction of Bathrooms and Showers on Anchor Way, near Starfish Way.	\$450,000.00	\$450,000.00	\$117,000 (In-Kind)	Jun-23	36 months	Awaiting response from M&N to serve as general contractor on the project.
Harbor Mitigation Grant Program (HMGP)	Cal OES and FEMA	1) Identify Highest best use of developable properties; 2) Design & Engineering; NEPA/CEQA; for Climate Resiliency Solutions along Harbor waterfront	\$1,500,000.00	\$1,350,000.00	\$150,000.00	Jan-24	Must be completed within 5 years of obligation	RFPs for Resiliency projects and Highest best property released and receiving responses. Vertical wall RFP responses with Harbor staff for review/approval.

Crescent City Harbor District Grant Tracking Chart 6_4_24

CCHD PARTNERING ON GRANTS AWARDED TO OTHER AGENCIES								
STPG Climate Adaptation Transportation Planning (partnering with Del Norte Local Transportation Commission)	Caltrans and OPR	Del Norte Local Transportation Commission awarded to 1) Identify climate mitigation projects along U.S. Hwy 101 and Anchor Way along South Beach.	\$250,000.00	\$250,000.00	\$8,000.00	Summer 2023	30 months	Public comment period open.
CA Coastal Conservancy Grant Fish Filet Building, Bathroom and Pop Up Store (partnering with DNATL Community Food Council)	Coastal Conservancy	DNATL Community Food Council awarded grants for 1) Installation of Fish Filet Building; 2) Purchase and Installation of bathroom and pop-up store	\$500,000.00	\$500,000.00	\$0.00	Dec-23	36 months	Permitting of site location at County.
CCHD GRANTS APPLIED FOR UNDER REVIEW								
Grant Name	Grant Funder	Project Applied For	Project Amount	Grant Amount Requested	Match Requirement	Announcement Date	Project Timeline	Status
Port Infrastructure Development Grant (PIDP) 2024	ODOT - Maritime Administration	Construction of Citizens Dock	\$10,000,000.00	\$8,000,000.00	\$2,000,000.00	May 10 2024	2Q 2024	Application submitted on 5/10/24.
Storm Damage Disaster Response 4683	FEMA	Repair of Anchor Way Breakwater, Anchor Way Road and Whaler Island Groin Breakwater	\$3,500,000.00	\$3,500,000.00	6%	Summer 2024	18 months	Project at FEMA CRC for review.
Storm Damage Disaster Response 4683 - Build Back Better	FEMA	Construct new Anchor Way Breakwater, Anchor Way road and Whaler Island Groin Breakwater.	\$7,695,828.00	\$7,695,828.00	6%	Summer 2024	18 months	Project at FEMA CRC for review.

Crescent City Harbor District Grant Tracking Chart 6_4_24

CCHD GRANT APPLICATIONS WORKING ON								
Grant Name	Grant Funder	Project Applying For	Project Amount	Grant Amount To Request	Cost Sharing/Match Requirement	Grant Submittal Date	Grant Announcement	Status
Community Energy Reliability and Resilience Investment Program	CA Energy Commission	Installation of Microgrids	\$2,500,000.00	\$2,500,000.00	TBD	July 12, 2024	Funding available in 2024	Gathering data for application.
GRANT OPPORTUNITIES WORKING ON								
Grant Name	Grant Funder	Project Applying For	Project Amount	Grant Amount To Request	Cost Sharing/Match Requirement	Grant Submittal Date	Grant Announcement	Status
Program to Support Offshore Wind Infrastructure Improvement	CA Department of Energy	Planning Studies and Commercial Area Development/Construction to support offshore wind efforts	\$2,000,000.00	\$2,000,000.00	\$200,000.00	TBD	TBD	Frozen until budget reconciliation July 2024. Working on list of projects to include once the application is released.
Boating Infrastructure Grant	DBW	Boat Ramps	\$1,500,000	\$1,500,000	TBD	TBD	3Q 2024	Gathering data for application. In communication with grantors to receive release of application.
EDA Public Works Program	U.S. EDA	Infrastructure Construction Projects and new equipment	\$3,450,000.00	\$3,000,000.00	\$450,000.00	Rolling Application	Funding available in 2024	Reviewing project eligibility criteria.



3. Consent Calendar

Consent Calendar items are considered routine and will be approved by one motion. The public, staff, or Commissioners may request specific items be removed from the Consent Calendar for separate consideration.

- a. Approve Minutes of the May 7, 2024 Regular Meeting.**

Public Comment?

Regular Meeting Minutes of the Board of Harbor Commissioners of the Crescent City Harbor District	
Harbor District Office, 101 Citizens Dock Road Crescent City, CA 95531	May 7, 2024 2:00 p.m.



Board of Harbor Commissioners of the Crescent City Harbor District

MINUTES

Regular Session, Tuesday, May 7, 2024, at 2:00 P.M.

CALL TO ORDER: **2:00 PM**

ROLL CALL:

<i>PRESENT:</i>	<i>President</i>	HARRY ADAMS
	<i>Secretary</i>	RICK SHEPHERD
	<i>Commissioner</i>	WES WHITE
	<i>Commissioner</i>	GERHARD WEBER
	<i>Commissioner</i>	BRIAN STONE

ABSENT: None

1) Public Comment

Ken Smith, a sport fisherman, addressed the Board expressing his disappointment over the Bayside RV Park no longer offering a monthly rate. He explained that he had been visiting the harbor for many years and enjoyed staying at Bayside RV Park for extended periods while fishing. However, he found the current weekly rate to be cost prohibitive. The Board responded by stating that they would consider additional rate options with seasonal sport fishermen in mind and potentially make adjustments.

Linda Sutter commented on recent legal action taken by the harbor against Leonard Franklin, which she believed amounted to an illegal SLAPP lawsuit (Strategic Lawsuit Against Public Participation). She asserted that the true intent of the lawsuit was to discourage Mr. Franklin from exercising his First Amendment rights.

Leonard Franklin then addressed the Board via a recorded statement, criticizing the harbor’s financial condition and spending decisions. Andrea Spahn addressed the Board, requesting that the harbor consider pressure washing the boat launch ramp and removing some rocks that make launching difficult.

2) Consent Calendar:

Approve Meeting Minutes of the April 2, 2024 Regular Meeting.

Commissioner Stone **moved** to approve the consent calendar. Commissioner Weber **seconded** the motion.

POLLED VOTE was called, **MOTION CARRIED**

AYES: SHEPHERD, WHITE, STONE, WEBER, ADAMS // **NAYS:** NONE

ABSENT: NONE // **ABSTAIN:** NONE

3) New Business

3A) Approve Resolution Calling for an Election, Requesting County Elections to Conduct the Election, and Requesting Consolidation of the Election.

Commissioner White **moved** to approve the resolution. Commissioner Stone **seconded** the motion.

POLLED VOTE was called, **MOTION CARRIED**

AYES: STONE, WEBER, SHEPHERD, WHITE, ADAMS // **NAYS:** NONE

ABSENT: NONE // **ABSTAIN:** NONE

3B) Approve Resolution for Port Infrastructure Grant Funding Match.

Mike Bahr, CEO and Grant Writer for Community System Solutions, provided background information, explaining that the harbor was applying for a new Port Infrastructure Development Program (PIDP) grant. As part of the application process, a resolution from the Board was required to commit to funding the grant match requirement. The PIDP grant being considered could provide a maximum award of \$9 million, potentially requiring approximately \$2 million in matching funds. This requirement could potentially be reduced to about \$1 million by the grantor (the United States Maritime Administration).

Mr. Bahr clarified that the matching funds could be sourced from a separate California State grant. If successful, this would mean the harbor district might not need to provide any of its own funds or, at most, only a small amount. Even this small amount could be covered by staff time spent administering the grant (an “in-kind” contribution).

Secretary Shepherd advocated for the resolution, emphasizing the critical importance of the seawall and docks to the harbor's functionality. He warned that their failure would render the harbor inoperable. Commissioner Stone expressed grave concerns about the harbor's ability to secure the required matching funds. In response, Commissioner Weber asserted that the infrastructure project was so essential that it was virtually mandatory. He noted that if the harbor couldn't provide the matching funds, the only consequence would be the loss of the grant, with no other adverse effects. Commissioner White **moved** to approve the resolution, with the stipulation that any reference to the use of Measure C funds be removed, as those funds were restricted.

President Adams then opened the floor to public comment. Linda Sutter echoed Commissioner Stone's concerns about the harbor's precarious financial condition. Sandy Moreno expressed support for the resolution but raised concerns about the blanket authority granted to staff in the legal verbiage of the resolution. Another member of the public, who did not identify herself, also supported the resolution and encouraged the harbor to continue diligently pursuing grant funding.

Commissioner Shepherd **seconded** the motion made earlier by Commissioner White.

POLLED VOTE was called, **MOTION CARRIED**

AYES: WHITE, SHEPHERD, WEBER, ADAMS // **NAYS:** STONE

ABSENT: NONE // **ABSTAIN:** NONE

3C) Approve Letter to PFMC, CDFW, and Other Relevant Parties, Addressing Disparities in Fishing Regulations Affecting Crescent City Harbor.

Secretary Shepherd, the principal author of the letter, provided background information, explaining that the disparity between fishing regulations in Brookings, Oregon, and Crescent City was unjust. President Adams read the complete text of the letter to the public and then opened the floor to public comment.

Andrea Spahn, a local recreational fisher, spoke in favor of the letter but suggested some improvements. Secretary Shepherd agreed and mentioned that he had additional content he wanted to include in the letter. Commissioner Stone recommended tabling the agenda item to allow more time for adjustments and for the Commissioners to fully consider the text before approving it. President Adams then tabled the agenda item.

3D) Select Preferred Contractor for RFP# 2024.03: Crescent City Harbor District Landscape Maintenance Services.

CEO/Harbormaster Tim Petrick provided background information and explained that, although the harbor's current landscaping contractor, R.A. Kirkland Inc., was doing a great job, it was prudent to periodically open the contract to competitive bidding to ensure the harbor obtained the best value for the public.

The Board then evaluated two proposals submitted in response to an advertised RFP. One from R.A. Kirkland proposed to continue providing landscape services at a fixed annual cost of \$70,000 for the majority of the harbor (as specified in the RFP), with additional charges of \$9,600 for the Bayside RV Park, and the same \$9,600 additional charge for Redwood Harbor Village, bringing the total proposed price to \$89,200. A competing proposal was submitted by Cutting Edge Lawn Care with a total bid price of \$112,600. Several Commissioners expressed concerns about the cost of the proposed services and questioned whether maintaining such a high standard of landscaping, as outlined in the RFP, was appropriate given the harbor's current financial condition.

Steve Sills and Eddie Contreras, representing Cutting Edge Lawn Care, discussed the costs involved in performing landscaping services, and suggested that the scope of work in the RFP could be adjusted to achieve cost savings. They pledged to match or beat Kirkland's proposed price if the Board made some adjustments to the scope of work.

Commissioner White expressed interest in analyzing the cost of using the harbor district's own maintenance staff to perform equivalent or scaled-back landscaping.

President Adams then opened the floor to public comment. Sandy Moreno, who managed two water districts, recalled the water districts performing their own landscaping at a considerably lower cost, even for a larger area. She suggested that if the harbor district needed to cut expenses, landscaping might be an area where costs could be reduced or eliminated without drastically impacting operations. Cindy Vosberg, Executive Director of the Chamber of Commerce, spoke in favor of maintaining a high standard of landscaping service. She relayed positive feedback from visitors who appreciated the improvements since Kirkland took over the contract. Linda Sutter advocated for reducing or eliminating landscaping expenses.

After considerable discussion, it was evident that the Board wanted further information before making a decision, including an analysis of the cost of in-house landscaping. Accordingly, President Adams tabled the agenda item.

3E) Year in Review Marketing Presentation from "Visit Del Norte County."

Cindy Vosburg, representing the Crescent City-Del Norte Chamber of Commerce and Visitor Bureau, along with Lynnette Braillard from LuLish Design, presented the annual marketing report for the "Visit Del Norte County" marketing campaign. The presentation addressed the challenges faced by the region over the past year, including fires, road closures, power outages, and fishing closures. Despite these significant obstacles, the region demonstrated resilience, continuing to attract visitors and sustain its tourism industry. In particular, the marketing efforts spearheaded by Visit Del Norte County yielded positive results, showcasing the region's ability to weather these challenges.

Lynnette Braillard provided an in-depth look at the marketing strategies and their impact. She discussed successful digital campaigns, partnerships with Visit California, and participation in the IPW tourism conference. One notable campaign included a dedicated email newsletter that recorded a 61% "open rate" and a 6% "click-through rate." Additionally, earned media efforts resulted in over 160 articles, significantly boosting the region's visibility.

The marketing campaigns for Del Norte County garnered over 35 million digital impressions, reflecting the effectiveness of their strategies. Social media efforts achieved nearly 5 million digital impressions, while organic traffic to the county's website increased by 37%, leading to over 115,000 website visits.

The presentation also highlighted the discrepancy in marketing budgets when comparing Del Norte with neighboring counties. Del Norte County was operating with a marketing budget of \$182,000, significantly lower than other regions such as Lake County with \$479,000 and Curry County with \$668,000. Humboldt County, Shasta Cascade, and Mendocino County had even larger budgets, ranging from \$718,000 to \$1.7 million. Ms. Vosburg suggested there was a need for increased funding to compete effectively with neighboring areas. Annie Nehmer commented that the Curry County marketing budget was funded entirely by a transient lodging tax (TLT).

Despite the budget constraints, Del Norte County saw positive economic impacts. Crescent City's room tax report showed a 12% increase for the second quarter. Looking ahead, Visit Del Norte County planned to continue focusing on maximizing the return on investment for their marketing expenditures. Future initiatives planned to leverage digital and print media, social media, email marketing, and trade shows to enhance outreach. Additionally, the

introduction of a self-guided art mural and trail map for the county was expected to attract more visitors and highlight the region's unique offerings.

Commissioners and members of the public expressed appreciation for the detailed report and the ongoing efforts to promote Del Norte County, recognizing the significant achievements made under challenging circumstances.

4) Communications and Reports

4A) Grants Update

Mike Bahr, CEO and Grant Writer for Community System Solutions (CSS), provided an update on the grants currently being pursued and managed for the harbor district. He began by discussing the 2022 PIDP grant, informally referred to as the "seawall grant." Bahr noted that spending on this grant had not yet commenced due to the need to utilize matching funds from the Coastal Conservancy grant first, and the need to complete the National Environmental Policy Act (NEPA) requirements. Mr. Bahr highlighted that bathymetric studies were underway, and geotechnical studies would soon follow, both of which were critical for determining the ideal location and dimensions of the seawall. Mr. Bahr elaborated on the benefits that had been achieved as new matching grants had been awarded that reduced the harbor's financial obligations to match the PIDP grant. Accordingly, the budget for the PIDP grant had been amended three times to reduce the harbor district's financial commitment.

Moving on to discuss a grant for a new bathroom, Mr. Bahr mentioned that there was a need for a general contractor to manage the permitting process. This would help to expedite completion of the project. Mr. Bahr's presentation then moved to securing investment for property development in the harbor, with a formal RFP now available on the CCHD website to solicit proposals. The RFP included provisions for master planning focused on maximizing revenue generation. Mr. Bahr reported on significant interest from potential developers and encouraged Commissioners to share the RFP with interested parties.

Mr. Bahr then provided updates on several other grant programs. He mentioned the Climate Adaption Transportation Planning grant, which was currently open for public comments and surveys. The California Coastal Conservancy grant for fish cleaning facilities was still in the permitting phase with Del Norte County.

Mr. Bahr next focused on discussions with FEMA regarding storm damage disaster funding, noting that FEMA had requested multiple revisions of engineering estimates, leading to significant delays. Mr. Bahr distinguished between two FEMA ongoing projects: one for rebuilding as-is, and another for a "build back better" approach incorporating hazard mitigation. Mr. Bahr explained that the higher cost associated with the build back better project aimed to enhance infrastructure resilience to future environmental challenges. Neither project had yet been approved by FEMA in final form.

Mr. Bahr then addressed questions from Commissioners about an infrastructure grant for boat ramps and confirmed that the grant's scope was limited to replacing docks and boat ramps, excluding broader infrastructure improvements such as travel lifts for hauling boats. He concluded by outlining future grant opportunities, including the Community Energy Reliability and Resilience Investment Program for microgrids, the anticipated offshore wind infrastructure

improvement grants, and the EDA Public Works Program, which was tied to job creation and typically involved partnerships with private businesses.

4B) Revenue Generation Progress Report

CEO/Harbor Master Tim Petrick provided an update on revenue generation progress for the harbor. Mr. Petrick emphasized that the recently released Request for Proposals (RFP) was the central focus, inviting developers to propose business ventures for available harbor properties. Mr. Petrick explained that the RFP had been widely distributed to developers in various major cities, including Los Angeles, San Francisco, Sacramento, and New York City. Commissioner Stone wanted assurances that staff was not considering selling any harbor property, only leasing. Mr. Petrick confirmed that there were no plans to sell any land.

Mr. Petrick then referred to his recent presentation at the 2024 Del Norte Economic Summit, where he communicated that the Harbor District was open for business and willing to consider a wide range of business proposals.

Mr. Petrick then reported on recent discussions with various developers about significant projects. A notable development discussion involved the company behind the new Chipotle in town (LRE Development). The company had substantial investments across California, and the harbor was encouraging it to expand its Del Norte footprint with a new harbor venture.

Additionally, Mr. Petrick mentioned negotiations for multiple smaller leases on available buildings, noting significant potential in one project led by Josh Mims. The project was focused on providing fresh local fish to school districts, with an initial sale of bottom fish to the Del Norte Unified School District (DNUSD), and plans to expand to many more schools over the summer. Mr. Mims aimed to supply 90,000 pounds of bottom fish and tuna, with discussions ongoing for grants to support cold storage facilities and improve fillet stations. Mr. Petrick emphasized that this initiative would yield significant economic benefits for the harbor district.

Commissioner Weber highlighted the potential of the Crescent City Harbor as a ground-floor opportunity for investors, comparing it to early-stage investments in emerging markets that later delivered remarkable financial gains. He referenced the example of Bitcoin, which reached a pivotal moment of widespread investor interest, resulting in substantial wealth for early adopters. Commissioner Weber's message focused on promoting the harbor as a vast, untapped resource – a blank slate with significant potential for innovative and lucrative ventures.

The board collectively stressed the need for aggressive marketing to attract visionary investors willing to capitalize on this opportunity. Commissioner Stone added that private investors could benefit from the New Markets Tax Credit (NMTC) program, a federal initiative designed to stimulate economic growth and investment in low-income communities. It provides tax incentives to investors who make equity investments in Community Development Entities (CDEs), which in turn use the capital to finance projects and businesses that create jobs and services in underserved areas.

President Adams then opened the floor to public comments. Sandy Moreno requested a commitment from the board to provide a 60-day notice before making decisions on significant proposals, ensuring ample time for public input and discussion. Ms. Moreno also expressed her disagreement with the board allowing staff to post an RFP without formal board approval. *[Clerk's Note: the RFP was derived from documents previously approved by the Board, including a Harbor Strategic Plan that was approved by the board in 2018, and a Harbor Coastal Land Use*

Plan that was approved in 2020]. Ms. Moreno made an additional point centered on the propriety of awarding the lease for the South Beach Surf Shack to the second-place proposer, Robert Derego, after the winning proposer, Scopa Holdings, withdrew its proposal. Ms. Moreno preferred that this wasn't an automatic process.

4C) Comptroller Report

The Comptroller's report began with an update on the financial status of the harbor district. On May 4th, the checking account balance stood at \$1.529 million, reflecting recent legal settlements from the Dutra lawsuit, augmented by property taxes. This influx brought the district back to a state of good liquidity. Accounts receivable (AR) were also performing well, with confident AR boosting the working balance to \$1.597 million, and accounts payable (AP) caught up, with an outstanding balance of \$16,628.82, mostly due to grant-related purchases.

Commissioner White asked whether there were any additional large deposits anticipated, and Mr. Zickgraf confirmed the pending receipt of \$103,000 from the Bayside RV Park legal settlement with REC, along with \$50,000 in additional tax proceeds expected by July. Another \$155,000 from the Wayne Maples legal settlement was due within the next 60 days.

President Adams then opened public comment. Annie Nehmer asked how the approximately \$1.4 million in legal settlements was going to be used to improve defective docks, which was the purpose of the settlement money. CEO/Harbormaster Petrick clarified that preliminary talks with engineers were investigating cost-effective solutions for the water supply system issues. The engineering firm Moffatt and Nichol was consulted, proposing repairs that could be handled by the district's maintenance staff, potentially reducing costs significantly.

Commissioner Weber voiced concerns about his access to financial information seemingly being restricted, leading to a discussion about whether the Comptroller was truly adhering to CCHD bylaws and transparency requirements. It was emphasized that all board members should have access to necessary information and be included in relevant discussions to ensure accountability and effective decision-making.

Commissioner Stone voiced concerns about how the harbor's bank balances had reached dangerously low levels recently, prior to receiving the substantial legal settlement payments. This raised questions about whether the existing budget was sustainable. Comptroller Zickgraf acknowledged budgetary challenges, but expressed confidence that harbor staff had the capacity to rise to the challenge. Mr. Zickgraf's report concluded with a commitment to bring a comprehensive budget to the board by early June, aiming for approval before the new fiscal year.

4D) Harbor Commissioner & Ad Hoc Committee Reports.

Commissioner White shared his experience at the Del Norte Economic Development Summit, where both he and CEO/Harbormaster Petrick presented. Commissioner White's presentation focused on providing factual data about wind power development, without advocating for or against the issue. He highlighted the distinction between offshore wind power development, and related ancillary port development. His point was that even if wind power was never developed directly off the coast of Del Norte County, benefits could still accrue to the Crescent City Harbor by virtue of being centrally located between the Brookings and Humboldt wind development lease areas. This strategic position would allow the Crescent City Harbor to support wind turbine maintenance activities at those sites. Commissioner White also described

a contentious Tri-Agency meeting involving the City, County, and Harbor that discussed the future of the Tri-Agency. Commissioner White expressed hope for a collaborative resolution.

Commissioner Weber discussed his recent meeting with Asst. Harbormaster Rademaker about improvements to the Harbor website, which were ongoing. Commissioner Weber proposed features such as individual Commissioner pages, a Harbormaster’s page to provide an archive of reports made to the Board, and more links to partner organizations to enhance the website's functionality and information sharing with visitors.

President Adams reported on the success of the Chamber of Commerce mixer and mentioned upcoming meetings with the Redwood Parks Conservancy regarding a surf contest in September. President Adams also noted that he had an upcoming Visitor’s Bureau meeting on his schedule.

Commissioner Stone did not have anything to report for the meeting. Commissioner Shepherd also had no updates to report.

President Adams then opened up a public comment period. Annie Nehmer expressed disappointment that the 2PM meeting time designated for harbor board meetings presented an obstacle to public participation. Most individuals work a 9-to-5 schedule and have difficulties getting time off work.

Sandy Moreno inquired and received clarification that the harbor did not pay Port O’Pints Brewery for use of their leased building during the recent Chamber of Commerce mixer. The venue was generously offered up free of charge.

5) Adjourn to Closed Session

CONFERENCE WITH LEGAL COUNSEL – INITIATION OF LITIGATION

(Government Code section 54956.9(d)(4))

Number of Cases: 1

6) Report Out from Closed Session

Nothing to report.

ADJOURNMENT TO THE BOARD OF HARBOR COMMISSIONERS NEXT REGULAR MEETING SCHEDULED FOR TUESDAY MAY 21, 2024, AT 2 P.M., VIA ZOOM WEB CONFERENCE AND IN-PERSON AT THE MAIN HARBOR OFFICE, LOCATED AT 101 CITIZENS DOCK ROAD.

Approved this ____ day of _____, 2024.

Harry Adams, President

Rick Shepherd, Secretary



4. New Business

- a. Approve South Beach Music Festival Proposed for July 2nd, 2024.**

Public Comment?

July 2nd South Beach Music Festival Proposal

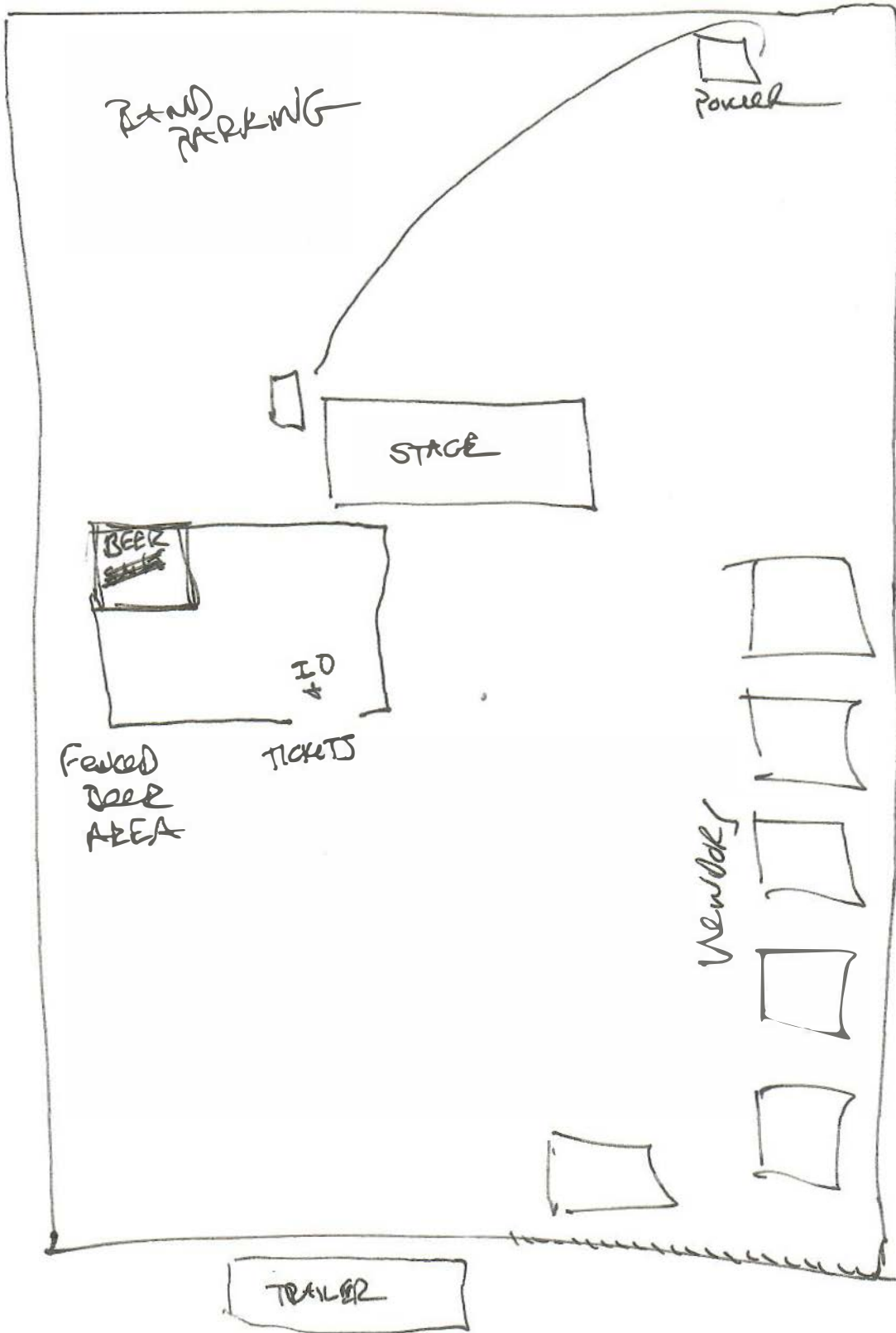
Schmidt's House of Jambalaya is proposing a 1 day, donation-based music event in the South Beach overflow lot. This will be a full day event with multiple bands, vendors, and a beer garden area. We will provide necessary security, trash receptacles, and clean up for the event. Also provide all applicable licensing to conduct such operations and a Certificate of Liability Insurance listing Crescent City Harbor District as additional insured. The event would run from 2 until 10pm with music stopping at approximately 9pm.

We propose a \$500.00 fee to the Crescent City Harbor District for use of the lot for the event. For this fee we would ask that we be able to use the electricity that is on site at the South-East corner in conjunction with the Harbors connection box to power the stage area and beer garden.

Michael D. Schmidt

JULY 2ND SOUTH BEACH MUSIC FESTIVAL PROPOSAL

STAR FISH



420 FORD ST

H0J



4. New Business

b. Approve Resolution 2024-04 Finding the Trees of Mystery Billboard Not Compatible with Future Use.

Public Comment?

RESOLUTION NO. 2024-04

A RESOLUTION ADOPTED BY THE BOARD OF HARBOR COMMISSIONERS OF THE CRESCENT CITY HARBOR DISTRICT FINDING THE TREES OF MYSTERY BILLBOARD NOT COMPATIBLE WITH FUTURE USE.

WHEREAS, the Crescent City Harbor District (“District”) previously entered into a lease with the Trees of Mystery, Inc. (“Tenant”) in 1997 and then subsequently in 1999 allowing Tenant to maintain a billboard on District-owned property located on the west side of Highway 101; and

WHEREAS, on September 19, 2023, the California Coastal Commission sent a letter attached hereto as **Exhibit A** informing the District that the placement and maintenance of the Tenant’s billboard within an area designated as “Harbor Greenery” as defined in the District’s Certified Coastal Land Use Plan (“LUP”) does not conform with the land use designation as open space area to be utilized for habitat protection/restoration, passive recreation, wind or weather screens and visual effects; and

WHEREAS, Title 18 of the Del Norte County’s existing County Code disallows the placement of Tenant’s billboard in the public right of way; and

WHEREAS, the District’s Board of Harbor Commissioners finds that leaving the Tenant’s billboard in its existing location within the “Harbor Greenery” LUP designation interferes with, blocks, or otherwise is not aesthetically compatible with future uses of the District’s property.

NOW, THEREFORE, THE BOARD OF HARBOR COMMISSIONERS OF THE CRESCENT CITY HARBOR DISTRICT DO HEREBY RESOLVE AS FOLLOWS:

Section 1. The Recitals set forth above are true and correct and are incorporated into this Resolution by this reference.

Section 2. The Districts’ Board of Harbor Commissioners hereby determine that allowing the Tenant’s billboard to remain in its existing location within the land designated as Harbor Greenery under the District’s Certified Coastal LUP interferes with, blocks, or otherwise is not aesthetically compatible with the future uses of the District’s property, which is required pursuant to Section 2.1.1-1 of the District’s Certified Coastal LUP to be set aside as an open space.

APPROVED, ADOPTED AND SIGNED this 4th day of June, 2024, by the following vote, to wit:

AYES:
NOES:
ABSENT:
ABSTAIN:

Harry Adams, President
Board of Harbor Commissioners
Crescent City Harbor District

ATTEST:

Mike Rademaker, Clerk
Board of Harbor Commissioners
Crescent City Harbor District

Exhibit A

CALIFORNIA COASTAL COMMISSION

NORTH COAST DISTRICT OFFICE
1385 EIGHTH STREET • SUITE 130
ARCATA, CA 95521
VOICE (707) 826-8950
FACSIMILE (707) 826-8960



September 19, 2023

Tim Petrick
CEO/Harbormaster
Crescent City Harbor District
101 Citizens Dock Road
Crescent City, CA 95531

RE: Questions on Billboards in Harbor

Dear Mr. Petrick:

Per your request, I'm writing to provide confirmation that the siting of billboards in the Harbor Greenery areas does not align with the land use designation description outlined in the County's recently updated Crescent City Harbor Certified Coastal Land Use Plan (Harbor LUP). Additionally, I'd like to provide you with updated contact information for Coastal Commission staff who can assist with permit and enforcement matters in the Crescent City Harbor area. This information may be useful to provide to lessees of harbor properties who maintain signs or billboards in the public right of way.

Section 2.1.1-1 of the Certified Harbor LUP states in part:

“Areas designated Harbor Greenery (HG) are set aside as open space areas to be utilized for habitat protection/restoration, passive recreation, wind or weather screens and visual effect. These areas may also include day use public recreational facilities and be utilized as utility corridors, but any vegetation removed in the course of installing or maintaining utility lines shall be replaced in kind. Areas in the HG category include the south and west parts of Whaler Island (the relatively undisturbed portion of the former island), the pine tree and grass area west of Highway 101 in proximity to the inner boat basin, a wetland adjacent to the Anchor Beach Inn, and beach areas.”

During the Coastal Commission hearing on March 8, 2023, when the updated Harbor LUP was certified, there was a discussion by the Commission about existing billboards located in a portion of the Harbor Greenery area west of Highway 101 in proximity to the inner boat basin. Commissioners inquired about the removal of these billboards due to LUP nonconformity issues, and harbor commission staff confirmed at that time that the District had the discretion to remove the noncompliant billboards to achieve compliance with the goals and directives of the Harbor LUP.

Furthermore, Del Norte County's existing County Code, Title 18 sign regulations, disallow the placement of billboards in the public right of way. Section 18.14.40 specifies that “Any sign installed or placed on public property, except in conformance with the requirements of this chapter, shall be forfeited to the public and subject to confiscation. In addition to other remedies hereunder, the county shall have the right to recover from the owner or person

placing such sign the full costs of removal and disposal of such sign.”

Should members of the public seek clarification on land use policies, definitions of development, guidance on applying for permits, or wish to report potential violations of coastal regulations, I encourage them to reach out to Commission staff at (707) 826-8950 or NorthCoast@coastal.ca.gov. Doyle Coyne is the current coastal program analyst assigned to permit and planning matters in the Del Norte County region (including the Crescent City Harbor), and Joshua Levine is the current enforcement analyst for the area. Both can be reached at the phone number and general email address provided above. A full list of current North Coast District staff who are available to assist with inquiries or redirect to appropriate staff for response is available at the Commission’s staff contact page (see <https://www.coastal.ca.gov/contact/#/> and click on “North Coast”).

I hope this provides the information you need. If you have questions or need additional information, please let me know.

Sincerely,

A handwritten signature in black ink, appearing to read "Doyle J. Coyne".

Doyle J Coyne
Coastal Program Analyst



4. New Business

c. Approve Amendment to Agreement for Seawall and Citizens Dock Contract.

Public Comment?



AMENDMENT TO AGREEMENT
AMENDMENT NO.: 1

Project Name: Design and EA/EIS for Seawall and Citizens Dock Contract
Project No.: 231132

THE AGREEMENT, dated September 1, 2023, between Crescent City Harbor District and Moffatt & Nichol for services on the above named Project is hereby amended as follows:

1. Services

Task 1 - Phase II Geotechnical Design Scope

This task includes geotechnical field investigation analysis and analysis as described in detail in Appendix A to the Proposal dated May 17, attached, providing the following services:

- Execute a site-specific subsurface exploration plan that will consist of three borings, two behind the existing seawall and one on the dock.
- Revise analysis and recommendations for seawall and Citizens Dock based on the new Geotech borings.

Assumptions: see Appendix A to the Proposal dated May 17.

Deliverables: Phase II Geotechnical Design Report in Final and Draft format providing input for structural design.

Task 2 – Incorporation of New Geotechnical Data For Harbor Infrastructure Resilience

M&N will conduct structural engineering analysis and design by refining the previously developed 30% design of the seawall to incorporate site-specific geotechnical subsurface data and geotechnical engineering recommendations for the preferred alternative.

Assumptions: Only the preferred alternative will be advanced further.

Deliverables: Revised 30% Design Package (Plans, BOD, and Cost Estimate).

2. Charges or payments

Additional fees are fixed fees as follows*:

Amendment 1 Task 1	\$120,000.00
Amendment 1 Task 2	\$ 40,000.00
Original Fee:	\$548,047.00
New Total	\$708,047.00

*Reimbursables to be invoiced at cost in addition to the approved budget.



3. Other amendments

None

4. Schedule

Services shall begin May 27, 2024 and shall be completed by December 31, 2024.

Except as expressly amended herein, all provisions contained in the aforementioned Agreement and its Amendments shall remain in full force and effect and are hereby incorporated herein by this reference.

Moffatt & Nichol

Crescent City Harbor District

By: _____

By: _____

Name: Robert V. Sloop, PE

Name: Timothy Petrick

Title: Vice President

Title: CEO/Harbormaster

Date: _____

Date: _____

Attachments

Attachment 1: Moffatt & Nichol proposal dated May 17, 2024



600 University Street, Suite 610
Seattle, WA 98101

P: (206) 622-0222
www.moffattnichol.com

May 17, 2024

Tim Petrick
Harbormaster
Crescent City Harbor District

Subject: Proposal for Geotechnical Field Investigation and Additional Design for Seawall

Dear Tim:

Moffatt & Nichol (M&N) has developed this scope of work and fee estimate to conduct geotechnical field investigation and refine the 30% design of the seawall incorporating the field data and realistic characterization of existing rock.

Background:

When the project was originally scoped, our team planned on using existing subsurface data for developing preliminary geotechnical design values and conducting geotechnical field investigation after completion of CEQA-NEPA. We understood that the existing subsurface data included rock cores and we were relying on this information to estimate the strength of the underlying mudstone/sandstone formation in the area. However, upon detailed review of the borings, all rock cores were noted as "no recovery" indicating that although the cores were completed, no sample was recovered. This can occur when rock is so soft that the drilling action destroys the sample before it can be recovered.

With this deficiency in data, the design team must assume that the rock is relatively soft resulting in a design with a deep embedment of foundation elements. However, there is also anecdotal data from the construction of the marina that the drilling was difficult and that many drill bits were damaged. These known challenges have increased the estimated cost of the drilling. As a result of both these uncertainties, the foundations are becoming both large (due to the potential for weak rock) and expensive (due to the potential for hard zones).

The design team needs a better understanding of the strength and composition of the bedrock to provide an accurate preliminary design, a more accurate cost estimate, and ultimately determine which designs and methods of construction will be most cost effective so that the design can be advanced.

Scope of Work:

Task 1 – Phase II Geotechnical Design Scope

This task includes geotechnical field investigation analysis and analysis as described in detail in Appendix A, providing the following services.

- Execute a site-specific subsurface exploration plan that will consist of three borings, two behind the existing seawall and one on the dock.
- Revise analysis and recommendations for seawall and Citizens Dock based on the new Geotech borings.

Task 1 Assumptions:

- See Appendix A.

Task 1 Deliverables:

- Phase II Geotechnical Design Report in Final and Draft format providing input for structural design.

Task 2 – Additional Engineering Design Support for Seawall

- M&N will conduct structural engineering analysis and design by refining the previously developed 30% design of the seawall to incorporate site-specific geotechnical subsurface data and geotechnical engineering recommendations for the preferred alternative.

Task 2 Assumptions:

- Only the preferred alternative will be advanced further.

Task 2 Deliverables:

- Revised 30% Design Package (Plans, BOD, and Cost Estimate).

Fee Schedule:

Fee will be based on a fixed fee value of \$160,000. Payment will be invoiced monthly based on percentage completion of work.

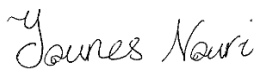
Task	Description	Fee (USD)	
1	Phase II Geotechnical Design Scope	\$120,000	Fixed
2	Additional Engineering Design Support for Seawall	\$40,000	Fixed
Total Fee (USD) for Tasks 1 through 2*		\$160,000	

*Reimbursables to be invoiced at cost in addition to the approved budget.

We look forward to continued support of CCHD with the implementation of the Seawall – Citizens Dock Design. Please do not hesitate to contact me should have any questions.

Sincerely,

MOFFATT & NICHOL



Younes Nouri, PE, PHD
Project Manager



Robert V. Sloop, PE
Principal-In-Charge

Appendix A



1101 Fawcett Avenue, Suite 200
Tacoma, Washington 98402
253.383.4940

May 9, 2024

Moffatt & Nichol
600 University Street, Suite 610
Seattle, Washington 98101

Attention: Younes Nouri, PhD, PE

Subject: Re-scoped Phase II Geotechnical Engineering Services
Seawall and Citizens' Dock
Crescent City, California
File No. 25422-002-00

Introduction

GeoEngineers, Inc. (GeoEngineers) is pleased to present this revised scope to provide geotechnical engineering services for the 60 percent design of the proposed Seawall and Citizens' Dock project in Crescent City, California. This is an amendment to the original proposal. The revised scope is to reflect our current understanding of the project and potential changes in the design approach.

We anticipate completing the revised Phase II scope under the Moffatt & Nichol Subconsultant Agreement for project number 231132, which became effective the October 23, 2023.

Need for Site-specific Field Investigation

When the project was originally scoped, GeoEngineers planned to use existing subsurface data for developing preliminary geotechnical design values. We understood that this data included rock cores and we had assumed that we could use these cores to estimate the strength of the underlying mudstone/sandstone formation in the area. However, on review of the borings, all rock cores were noted as "no recovery" indicating that although the cores were completed, no sample was recovered. This can occur when rock is so soft that the drilling action destroys the sample before it can be recovered.

With this data, or lack of data, the team must assume that the rock is relatively soft resulting in a design with a deep embedment of foundation elements. However we understand, there is also anecdotal data from the construction of the marina that the drilling was difficult and that many drill bits were damaged. These known challenges have increased the estimated cost of the drilling. Due to both these uncertainties, the foundation design is evolving.

The purpose of the proposed field explorations is to better understand the strength and composition of the bedrock to provide an accurate preliminary design. This will allow for a more accurate cost estimate, and ultimately determine which designs and methods of construction will be most cost effective so that an appropriate design can be advanced.

Phase II – Revised Final Design Geotechnical Scope

The purpose of our Phase II Geotechnical Scope is to refine and advance our preliminary Phase I recommendations as required. Our scope of work will include the following tasks:

1. Evaluate feasible ground improvement options, provide a discussion of advantages and disadvantages of feasible options, and provide a 15 percent design level cost estimate for up to two feasible and most effective options.
2. Execute a site-specific subsurface exploration plan that will consist of three borings, two behind the existing seawall and one on the dock, as shown in Figure 1. We propose to extend one of the seawall borings and the dock boring, i.e., Borings 2 and 3, to weathered bedrock or 30 feet into the bedrock, whichever is deeper. We anticipate the two borings might extend about 70 feet below the ground surface or the dock. The other seawall boring, Boring 1, will be drilled to about 40 feet deep or to the top of rock surface whichever is shallower. The actual boring locations are subject to restrictions on site. The indicated location of Boring 3 is for illustration. The actual location will depend on coordination with the client and structural engineer (Moffatt & Nichol) to determine a safe and convenient location. If boring from the pier is not feasible, an alternative could be drilling offshore from a barge with a moon pool. However, mobilizing a barge, drilling from a barge, and coordination of overwater work can be significantly more expensive, on the order of an additional \$60,000 to \$100,000. The coordination required can also have significant impacts to schedule. It is also more challenging due to wave and tide action and can therefore result in poor rock core recovery. If drilling from the pier is not feasible, we recommend discussing other options for obtaining appropriate subsurface information.



Figure 1. Preliminary Proposed Boring Locations

3. We propose to complete laboratory tests including up to four sieve tests and two Atterberg limit tests from soil samples collected above the bedrock. We propose to complete four to six unconfined compression tests if sufficient and appropriate rock samples can be collected.
4. Revise analysis and recommendations as part of Phase I to be consistent with the final design. We included fees for a single design option. The analyses will include:
 - Global stability analysis of the most critical, final bulkhead design under static, seismic, and post-liquefaction cases.
 - Empirical lateral spread analysis if the soils behind the bulkhead wall are liquefiable.
 - Provide geotechnical inputs and recommendations for analysis and design of sheetpile bulkhead walls. We will provide lateral earth pressure diagrams, including active and passive pressures, for static, seismic, and post-liquefaction cases.
 - Provide recommendations for anchor piles or anchor walls for the bulkhead wall. We will provide estimated axial pile resistances for static, seismic, and post-liquefaction cases. We will provide recommended LPILE parameters for lateral pile analysis.
 - Perform a preliminary pile drivability analysis for the bulkhead wall to determine if piles can be safely driven or if drilling and socketing into the siltstone is required.
 - Provide preliminary ground improvement design, including extent of the ground improved area, area replacement ratio, estimated construction cost, and construction recommendations.
 - Provide recommendations for dock-supporting piles. We will provide estimated axial pile resistances for static, seismic, and post-liquefaction cases. We will provide recommended LPILE parameters for lateral pile analysis.
 - Perform a preliminary pile drivability analysis for the piles supporting the dock to determine if piles can be safely driven or if drilling and socketing into the siltstone is required.
5. Present our conclusions and recommendations, including construction recommendations, in a draft design report.
6. Provide a final report after addressing one round of consolidated review comments.
7. Attend up to two design coordination meetings following publication of our final report.

PHASE II ASSUMPTIONS

- We have budgeted for three subsurface explorations to about 40 to 70 feet below ground surface completed over 4 days. Both soil explorations and rock coring are expected. Drilling waste (soil cuttings and drilling fluid) is assumed to be drummed and disposed of at an owner's facility.
- We have assumed that the owner can coordinate site access, locate utilities prior to mobilization to the site, provide necessary drilling permits, and coordinate the drum staging, if needed, and drilling waste disposal.
- We assume no contaminated soils will be encountered during subsurface explorations.
- We anticipate the final seawall design may be different from the 30-percent design. There could be iterations during the design. The fee estimate for Phase II presented in this proposal will cover a single design option. We have assumed GeoEngineers will be involved in analyzing only the final design option.
- We have assumed that we will only provide a final geotechnical report. No other interim deliverables are required.

Estimated Fee

The fee for our services will be determined on a time-and-expense basis using the current standard schedule of charges which is attached as part of this proposal. We estimate the fee for our services will be **\$120,000**. The estimated fee can be broken down into the following:

GEOTECHNICAL ENGINEERING SERVICES	GEOENGINEERS	SUBCONTRACTOR	ESTIMATED FEE (\$)
Task 1 - Field Investigation	\$26,000	\$55,400	
1a Two borings near seawall	--	\$28,800	-
1b One boring over water	--	\$15,100	-
1c Stage drums and manage drill cuttings	--	\$11,500	-
Task 1 Subtotal			\$81,400
Task 2 - Laboratory Tests	\$1,600	--	\$1,600
Task 3 - Geotechnical Analyses	\$19,800	--	\$19,800
Task 4 - Report and Meetings	\$17,200	--	\$17,200
TOTAL FEE ESTIMATE	\$64,600	\$55,400	\$120,000

This budget is more than the original anticipated budget of \$80,000 which assumed a total of \$55,000 for drilling and \$25,000 for analysis. This increase is due primarily to two changes. One is that the field investigation includes rock coring whereas the original proposal assumed only soil drilling for characterization of fill and overburden. Rock coring takes significantly longer for both the driller and the field staff and is more expensive on a per foot basis. Additionally, review of the previous logs indicate that poor recovery of the rock could be due to attempting to advance the explorations too quickly. We have budgeted for a slower drilling rate. The second change in the scope is the inclusion of ground improvement. The revised scope includes a 60 percent level design of a preferred ground improvement method.

We will not proceed with Phase II services without receiving your express authorization. We will not exceed this fee without a change in scope. We will not proceed with a change in scope without first discussing with you the need for a scope change and receiving your express authorization.

Terms and Schedule

We anticipate our services will be completed in accordance with the terms negotiated between Moffatt & Nichol and GeoEngineers which became effective the October 23, 2023. This proposal will be attached to, and form a part of, that agreement.

We anticipate delivering geotechnical inputs for the final design (Phase II Scope) 4 to 6 weeks after completion of the field investigation. We will require a signed agreement prior to providing any formal deliverables. We can provide preliminary design information as it is developed if deemed to be helpful.

There are no intended third-party beneficiaries arising from the services described in this proposal and no party other than the party executing this proposal shall have the right to legally rely on the product of our services without prior written permission of GeoEngineers.

This proposal is valid for a period of 60 days commencing from the first date listed above and subject to renegotiation by GeoEngineers, Inc., after the expiration date.

We appreciate the opportunity to continue working with you on this project. Please contact us if you have any questions concerning this proposal.

Sincerely,
GeoEngineers, Inc.



Lyle J. Stone, PE, GE
Associate Geotechnical Engineer

FL:LJS:leh

Attachments:

Schedule of Charges – Standard 2024

One electronic copy submitted

The parties hereto have made, executed and agreed to this Agreement as of the day and year first above written. By signature below, Client accepts the scope of services and all terms described herein. In addition, Client's signature shall constitute as authorization to proceed on the date listed below Client's printed/typed name unless such authorization has been otherwise provided in writing.

Moffatt & Nichol	* SIGNATURE
ORGANIZATION	TYPED OR PRINTED NAME
DATE	*Individual with contracting authority.

Proprietary Notice: The contents of this document are proprietary to GeoEngineers, Inc. and are intended solely for use by our clients and their design teams to evaluate GeoEngineers' capabilities and understanding of project requirements as they relate to performing the services proposed for a specific project. Copies of this document or its contents may not be disclosed to any other parties without the written consent of GeoEngineers.

Disclaimer: Any electronic form, facsimile or hard copy of the original document (email, text, table, and/or figure), if provided, and any attachments are only a copy of the original document. The original document is stored by GeoEngineers, Inc. and will serve as the official document of record.

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Schedule of Charges - 2024

COMPENSATION

Our compensation will be determined on the basis of time and expenses in accordance with the following schedule unless a lump sum amount is so indicated in the proposal or services agreement. Current rates are:

PROFESSIONAL STAFF		
Staff 1 Scientist	\$	146/hour
Staff 1 Engineer	\$	154/hour
Staff 2 Scientist	\$	167/hour
Staff 2 Engineer	\$	175/hour
Staff 3 Scientist	\$	191/hour
Staff 3 Engineer	\$	198/hour
Project Scientist 1	\$	220/hour
Project Engineer 1	\$	228/hour
Project Scientist 2	\$	228/hour
Project Engineer 2	\$	234/hour
Senior Engineer/Scientist 1	\$	255/hour
Senior Engineer/Scientist 2	\$	279/hour
Associate	\$	292/hour
Principal	\$	320/hour
Senior Principal	\$	340/hour
TECHNICAL SUPPORT STAFF		
Administrator 1	\$	103/hour
Administrator 2	\$	119/hour
Administrator 3	\$	136/hour
CAD Technician	\$	132/hour
CAD Designer	\$	155/hour
Senior CAD Designer	\$	180/hour
GIS Analyst	\$	165/hour
Senior GIS Analyst	\$	180/hour
GIS Coordinator	\$	200/hour
*Technician	\$	114/hour
*Senior Technician	\$	136/hour
*Lead Technician	\$	146/hour
Geotechnical Construction Specialist	\$	191/hour
Environmental Database Manager	\$	226/hour
Health and Safety Specialist	\$	146/hour
Health and Safety Manager	\$	200/hour

*Hours in excess of 8 hours in a day or 40 hours in a week will be charged at one and one-quarter times the hourly rates listed above.

Contracted professional and technical services will be charged at the applicable hourly rates listed above. Staff time spent providing expert services in disputes, mediation, arbitration and litigation will be billed at one and one-half times the above rates. Time spent in either local or inter-city travel, when travel is in the interest of this contract, will be charged in accordance with the foregoing schedule. A surcharge may be applied to night and weekend work. See proposal for details.

Rates for data storage and web-based access will be provided on a project-specific basis.

Associated Project Costs (APC)

Associated Project Costs (APC) equal to six percent (6%) of professional fees will be assessed. This fee allows GeoEngineers to invest in the necessary infrastructure to ensure we provide our clients with the latest technological and data security standards. The investments include maintaining and advancing technical tools and platforms across all aspects of our business, and strengthening our defenses against cyber threats to ensure data remains secure. These costs are not included in our hourly rates or direct expenses.

EQUIPMENT		
Air Quality Equipment, per Day	\$	210.00
Air Sparging Field Test, per Day	\$	110.00
Air/Vapor Monitoring Equipment (PID, 5-Gas Meter), per Day	\$	110.00
Asbestos Sample Kit, Each	\$	30.00
Blastmate, per Day	\$	120.00
D&M Sampler, per Day	\$	150.00
DO (Dissolved Oxygen) Kit, Each	\$	25.00
Dynamic Cone Penetrometer, per Day	\$	45.00
E-Tape (Electric Tape), per Day	\$	35.00
Electric Density Gauge, per Day	\$	110.00
Electric Density Gauge, per Week	\$	430.00
Electric Density Gauge, per Month	\$	1,400.00
Environmental Exploration Equipment, per Day	\$	225.00
Field Data Acquisition Equipment (Field Tablet), per Day	\$	55.00
Field Tablet, per Week	\$	200.00
Field Tablet, per Month	\$	750.00
Field Tablet with Cellular, per Day	\$	75.00
Field Tablet with Cellular, per Week	\$	300.00
Field Tablet with Cellular, per Month	\$	1,000.00
Field Gear / Reconnaissance, per Day	\$	55.00
Gas Detection Meters, per Day	\$	105.00
Generator, per Day	\$	110.00
Groundwater Pressure Transducer w/ Datalogger, per Day	\$	55.00
Groundwater Pressure Transducer w/ Datalogger, per Week	\$	220.00
Hand Auger, per Day	\$	100.00
Inclinometer Probe, per Day, 1 Day minimum	\$	210.00
Interface Probe, per Day	\$	65.00
Iron Test Kit, Each	\$	25.00
Laser Level, per Day	\$	60.00
Low Flow Groundwater Sampling Equipment, per Day	\$	235.00
Multiparameter Water Quality Meter, per Day	\$	85.00
Nuclear Density Gage, per Hour, 1/2 Day minimum	\$	15.00
Peristaltic Pump, per Day	\$	50.00
pH Probe,/Meter per Day	\$	20.00
PID, FID or OVA, per Day	\$	130.00
Rock/Slope Fall Protection/Rigging Equipment, per Day	\$	700.00
Saximeter, per Day	\$	60.00
Scuba Diving Gear, per Day/per Diver	\$	700.00
Shallow Soil Exploration Equipment, per Day	\$	60.00
Soil Field Screening Equipment, per Day	\$	20.00
Soil Sample Kit, Each	\$	20.00
Steam Flow Meter, per Day	\$	20.00
Strain Gauge Readout Equipment, per Day	\$	50.00
Surface Water Flow Meter, per Day, 1/2 day minimum	\$	50.00
Surface Water Quality Monitoring Equipment, per Day	\$	50.00
Turbidity Meter, per Day	\$	50.00
Vehicle usage, per Mile, or \$30/half-day, whichever is greater	\$	0.65

Specialized and miscellaneous field equipment not listed above will be quoted on a project-specific basis.

OTHER SERVICES, SUPPLIES AND SPECIAL TAXES

Charges for services, equipment, supplies and facilities not furnished in accordance with the above schedule, and any unusual items of expense not customarily incurred in our normal operations, are charged at cost plus 15 percent. This includes shipping charges, subsistence, transportation, printing and reproduction, miscellaneous supplies and rentals, surveying services, drilling equipment, construction equipment, watercraft, aircraft, and special insurance which may be required. Taxes required by local jurisdictions for projects in specific geographic areas will be charged to projects at direct cost.

Per diem may be charged in lieu of subsistence and lodging.

Routinely used field supplies stocked in-house by GeoEngineers, at current rates, list available upon request.

In-house testing for geotechnical soil characteristics at current rates, list available upon request.

All rates are subject to change upon notification.



4. New Business

d. Approve Insurance Renewal Proposal from Redwoods Leavitt Insurance Agency.

Public Comment?



Renewal Proposal

Prepared for:

Crescent City Harbor District

Presented by: Chris Dufour

Redwoods Leavitt Insurance Agency

785 E Washington Blvd., #4

Crescent City, CA 95531

Phone: (707)465-6508

Fax: (707)465-5422

License #0C66788



Date Prepared: June 15,2023

This proposal is solely an estimate of premium, based on the information provided, and all amounts are subject to change. This proposal does not bind or provide actual coverage and is not an offer of insurance. Specific terms of coverage, exclusions, and limitations are contained solely in a completed insurance policy for which a premium has been paid. This proposal may vary from your original request for coverage. Please review the proposal carefully for any variances. The terms, conditions and premiums included in this proposal contemplate the sale or renewal of all the quoted insurance lines. Electing to buy or renew only some of the lines of coverage may result in changes to the terms, conditions and premiums.

Redwoods Leavitt Insurance Agency Service Team

Your peace of mind is our priority and achieving that comes from both your comfort level with our service team and consistency with requests. We believe you deserve top quality individuals and expertise from our support staff, and that is the foundation on which we have built our teams.

ACCOUNT EXECUTIVE

Chris Dufour

chris-dufour@leavitt.com

Responsibilities: Your Account Executive is responsible for your overall account supervision and coordination of services including negotiations with the insurance company, assisting with problem and dispute resolution and coverage questions.

ACCOUNT MANAGER

Dena Leong

dena-leong@leavitt.com

Responsibilities: Your Account Manager manages your questions and is the main point of contact on a day-to-day basis. Your Account Manager can manage technical questions, billing, audit, policy changes and detailed information as it pertains to your account.

Premium Summary

Insured: Crescent City Harbor District

Premium Comparison

Line of Business	Expiring Term 23-24	Estimated Renewal 24-25
Package – Marina Liability, Vessels, Equipment, & Docks	\$ 73,585	\$ 80,208
Commercial Property	13,976	24,342
Public Officials Management & Employment Practices Liability	13,371	16,728.07
Commercial Auto 6 month policy -premium is estimated annually	17,999	18,216
Total Premium	\$118,922	\$ 139,494.07

1. The Package Premium is an estimate with a 9% increase over expiring.
2. The Commercial Property premium is an indication from the CA Fair Plan which would be the highest in our opinion. The Property premium also does not include the Fashion Blacksmith Building.
3. The Public Official premium is the premium as we have received that quote.
4. The Auto policy is 6 months with Progressive. We have just doubled the renewal premium to ge the Annual.

Policy Number: TBD
Line of Business: Marine Liability
Effective/Expiration: 07/01/2023 – 07/01/2024
Writing Company: Markel Insurance Co.
Premium Quote \$73,585

Line of Business

Line of Business	Description	Writing Company
Commercial Fire	Docks	Markel Insurance Company
General Liability	Marina Operators Liability & Lessor's Risk	Markel Insurance Company
Inland Marine	Vessels & Equipment	Markel Insurance Company

Named Insured and Locations

First Named Insured

Firm Name	Dec Name App	Entity Type
Crescent City Harbor District	Crescent City Harbor District	Other

Location Schedule

Loc #	Bldg #	Address	City	State	Zip Code	Description
00001		Citizens Dock Area	Crescent city	CA	95531	Docks
00002		Fashion Blacksmith Dock	Crescent City	CA	95531	Dock
00003	00001	161 Starfish Way	Crescent City	CA	95531	Safe Coast
00004	00001	151 Starfish Way	Crescent City	CA	95531	Pacific Choice
00005	00001	121 Starfish Way	Crescent City	CA	95531	Fashion Blacksmith
00006	00001	101 Citizens Dock Rd	Crescent City	CA	95531	District Office
00007	00001	160 Marine Way	Crescent City	CA	95531	
00008	00001	128 Anchor Way	Crescent City	CA	95531	
00009	00001	141 Starfish Way	Crescent City	CA	95531	
00010	00001	150 Marine Way	Crescent City	CA	95531	Coast Guard Aux
00011	00001	159 Starfish Way	Crescent City	CA	95531	RV Park

General Liability

General Coverage Information

Coverage Type Commercial General Liability
Occurrence/Claims Made Occurrence

Coverages/Limits

Coverage	Limit
General Aggregate	3,000,000
Products/Completed Ops Aggregate	3,000,000
Personal & Advertising Injury	3,000,000
Products/Completed Ops Aggregate	3,000,000
Fire Damage	50,000
Medical Expense	2,500
Hired Auto	1,000,000
Non-owned Auto	1,000,000
HNOA Aggregate	1,000,000
Each Occurrence	3,000,000

Schedule of Hazards

Loc #	Prem Code	Class Code	Classification	Exposure
00001	S	10105	Primary \$1,000,000.00 - Boat moorage, storage, hauling, launching and services	535,500
00001	S	61217	Primary \$1,000,000.00 - Rents, concessions, grants, assessments and other revenue plus Wharfingers legal liability	1,038,431
00001	C	61217	\$2,000,000.00 Excess \$1,000,000.00	Flat Charge
00001	C	61217	Lessor's Risk - Policy Level	Flat Charge
00012	S	10331	Campground RV Park - 120 spaces	420,000

Prem (premium) Code: A = Area, C = Total Cost, G = Gallons, M = Admissions, P = Payroll, S = Gross Sales, T = Other, U = Unit

Commercial Inland Marine

Equipment Floater

Type of Operation Harbor District
Territory of Operation Harbor area

Scheduled Equipment

Year	Make	Model	Description	Serial #	Amount of Insurance
2004	Caterpillar	420D	Backhoe	FDP24810	54,500
2015		HH80 SD	Pump 3" High Head		52,000

Scheduled Vessels

Year	Make	Description	Serial #	Amount of Insurance
		36' Landing Craft	36VP6437	10,455
		20' McGee Fiberskiff w/ Motor	CFZ4118X1000	10,000
		16' Steel Skiff w/ Motor		5,000

Docks Property

Premises

Loc #	Address
00003	Citizens Dock Area and Fashion Blacksmith Dock \$2,000,000 for Citizens - \$750,000 for FB

Subject of Insurance

Loc #	Subject of Insurance	Amount	Valuation	Co-Ins %	Cause of Loss	Deductible
00003	Docks	2,750,000	Actual Cash Value	90	Full Form	25,000
00003	Business Income	121,480	Follows Loss		Full Form	

Refer to actual policy for actual limits, deductibles, conditions, exclusions and details.

\$250,000 deductible for wind/wave/tsunami

Policy Number: TBD
Line of Business: Commercial Property
Effective/Expiration: 07/01/2023 -07/01/2024
Writing Company: Nationwide Mutual Insurance Co.
Premium Quote \$13,976

Line of Business

Line of Business	Description	Writing Company
Commercial Property	Buildings, Business Personal Property, Business Income	Nationwide Mutual Insurance Company

Named Insured and Locations

First Named Insured

Firm Name	Dec Name App	Entity Type
Crescent City Harbor District	Crescent City Harbor District	Other

Location Schedule

Loc #	Bldg #	Address	Description
00001	00001	161 Starfish Way	Safe Coast
00002	00001	151 Starfish Way	Pacific Choice
00003	00001	121 Starfish Way	Fashion Blacksmith
00004	00001	101 Citizens Dock Road	District Office
00005	00001	150 Marine Way	Coast Guard Aux
00006	00001	101 Starfish Way	Maintenance Bays
00006	00002	101 Starfish Way	Maintenance. Storage
00007	00001	170 Marine Way	Crescent Seafood
00008	00001	245 Anchor Way	Harbor House
00009	00001	201 Citizens Dock Rd	Old Englund Marine
00010	00001	250 Anchor Way	Harbor Master Office

Subject of Insurance

Loc #	Bldg #	Subject of Insurance	Amount	Valuation	Co-Ins %	Cause of Loss	Deductible
00001	00001	Building	2,859,100	Replacement Cost	090	Special form	25,000
00001	00001	Personal Property	6,100	Replacement Cost	090	Special form	25,000
00001	00001	Building Ordinance or Law	55,600	Replacement Cost		Special form	25,000
00001	00001	BI w/ Extra Expense	77,785	Replacement Cost	090	Special form	25,000
00002	00001	Building	2,702,000	Replacement Cost	090	Special form	25,000
00002	00001	Personal Property	6,100	Replacement Cost	090	Special form	25,000
00002	00001	Building Ordinance or Law	55,600	Replacement Cost		Special form	25,000
00002	00001	BI w/ Extra Expense	41,725	Replacement Cost	090	Special form	25,000
00003	00001	Building	1,754,300	Replacement Cost	090	Special form	25,000
00003	00001	Personal Property	23,000	Replacement Cost	090	Special form	25,000
00003	00001	Building Ordinance or Law	55,600	Replacement Cost		Special form	25,000
00003	00001	BI w/ Extra Expense	51,000	Replacement Cost	090	Special form	25,000
00004	00001	Building	463,900	Replacement Cost	090	Special form	25,000
00004	00001	Personal Property	9,200	Replacement Cost	090	Special form	25,000
00004	00001	Building Ordinance or Law	55,600	Replacement Cost		Special form	25,000
00004	00001	BI w/ Extra Expense	8,800	Replacement Cost	090	Special form	25,000
00005	00001	Building	281,000	Replacement Cost	090	Special form	25,000
00005	00001	Building Ordinance or Law	55,600	Replacement Cost		Special form	25,000
00006	00001	Building	318,000	Replacement Cost	090	Special form	25,000
00006	00001	Personal Property	6,900	Replacement Cost	090	Special form	25,000
00006	00001	Building Ordinance or Law	27,800	Replacement Cost		Special form	25,000
00006	00002	Building	209,800	Replacement Cost	090	Special form	25,000
00006	00002	Building Ordinance or Law	27,800	Replacement Cost		Special form	25,000
00007	00001	Building	701,700	Replacement Cost	090	Special form	25,000
00007	00001	Building Ordinance or Law	55,600	Replacement Cost		Special form	25,000
00007	00001	BI w/ Extra Expense	10,800	Replacement Cost	090	Special form	25,000
00008	00001	Building	716,000	Replacement Cost	090	Special form	25,000
00008	00001	Building Ordinance or Law	55,600	Replacement Cost		Special form	25,000
00009	00001	Building	625,200	Replacement Cost	090	Special form	25,000
00009	00001	Building Ordinance or Law	55,600	Replacement Cost		Special form	25,000
00010	00001	Building	175,000	Replacement Cost	090	Special form	25,000
00010	00001	Personal Property	25,000	Replacement Cost	090	Special form	25,000

Policy Number: TBD
Line of Business: Professional Liability
Effective/Expiration: 07/01/2023 -07/01/2024
Writing Company: Kinsale Insurance Co.
Premium Quote \$13,371.39

Line of Business

Line of Business	Writing Company
Public Officials Management & Employment Practices Liability	Kinsale Insurance Co

Named Insured and Locations

First Named Insured

Firm Name	Dec Name App	Entity Type
Crescent City Harbor District	Crescent City Harbor District	Other

Coverages/Limits

Coverage	Limit
Aggregate	1,000,000
Public Officials Liability and Employment Practices Liability	1,000,000 shared limits
Each Claim Deductible	25,000

*Prior & Pending Litigation Date: 7/1/23

Policy Number: 02320327-6
Line of Business: Business Auto
Effective/Expiration: 07/01/2023 - 01/01/2024
Writing Company: United Financial Casualty Co
Premium Quote \$8,884.80

Named Insured and Locations

First Named Insured

Firm Name	Dec Name App	Entity Type
Crescent City Harbor	Crescent City Harbor	Other

Business Auto Coverages/Limits

Coverage	Limit
Combined single limit	2,000,000
Uninsured motorist combined single limit	2,000,000
Medical payments	5,000

The coverage symbols on a business automobile policy are used to identify which autos qualify as covered autos for each of the coverage being purchased. It is important to make sure that the appropriate symbol has been chosen for each of the coverage desired. A coverage symbol must appear by a coverage shown on the policy declarations page for coverage to apply.

Liability & Physical Damage Covered Auto Symbols

Liability	7
Medical Payments	7
Uninsured Motorist	6
Underinsured Motorist	6
Comprehensive	7
Collision	7

Auto Symbol/ Description

- 1 Any Auto
- 2 Owned Autos Only
- 3 Owned Private Passenger Autos Only
- 4 Owned Autos Other Than Private Passenger
- 5 Owned Autos Subject to No-Fault
- 6 Owned Autos Subject to Compulsory Uninsured Motorist Law
- 7 Specifically Described Autos
- 8 Hired Autos Only
- 9 Non-Owned Autos Only

Vehicle Schedule

Veh #	Year	Make	Model	Vehicle Identification	LIA	Med Pay	UM/ UIM	Comp Ded	Coll Ded
00001	2004	Ford	F350 Super Duty	1FDSF34L14ED01426	X	X	X		
00002	1999	Ford	Ranger	1FTYR14V7XPA18971	X	X	X		
00003	2000	Nissan	Frontier	1N6ED26T3YC376660	X	X	X		
00004	2009	Cargo	Trailer	5NHUBL6209T422025	X				
00005	2022	GMC	Sierra C3500/K3	1GT38PE74NF171570	X	X	X	500	500
00006	2022	Ford	Ranger	1FTER1EH5NLD32912	X	X	X	500	500
00007	2022	Ford	Ranger	1FTER1EH6NLD32093	X	X	X	500	500
00008	2022	GMC	Sierra C1500/K1	3GTNHAED6NG527205	X	X	X	500	500

X-Indicates Coverage Blank-No Coverage

Driver Information

Driver #	Name	Please Advise if any Drivers Need to be Added/Removed
0001	Richard Salvaressa	
0002	Justin Hanks	
0003	Billy Newport	
0004	William Regis	
0005	Christopher Foulke	
0006	Daniel Gavin	
0007	Matt Klinger	
0008	Ethan Gardner	
0009	Chance Smith	
0010	Brandon Cole	



5. Unfinished Business

- a. Discuss Future Harbor District Landscaping Plans and Direct Staff on New RFP.**

Public Comment?



6. Communications and Reports

a. FY 2024/2025 Budget Review

Public Comment?

GROSS PROFIT 118,470 123,200 116,944 120,800 145,915 148,185 197,285 130,615 121,815 123,415 134,585 127,015 1,608,244

3201 Ads and Notices	300	300	300	300	300	300	300	300	300	300	300	300	3,600
3202 Events	-	-	-	-	-	-	-	-	-	4,400	600	-	5,000
Total 3200 ADVERTISING	300	300	300	300	300	300	300	300	300	4,700	900	300	8,600

3301 Fuel Expenses	1,200	1,200	1,200	1,200	1,200	1,200	1,200	1,200	1,200	1,200	1,200	1,200	14,400
3302 Maintenance and Repair	200	200	200	200	200	200	200	200	200	200	200	200	2,400
3303 Truck Leases/Auto Exp	3,500	3,500	3,500	3,500	3,500	3,500	3,500	3,500	3,500	3,500	3,500	3,500	42,000
Total 3300 AUTO EXPENSES	4,900	4,900	4,900	4,900	4,900	4,900	4,900	4,900	4,900	4,900	4,900	4,900	58,800

3401 Bank Fees	150	150	150	150	150	150	150	150	150	150	150	150	1,800
3404 QuickBooks Payments Fees	750	750	750	750	750	750	750	750	750	750	750	750	9,000
Total 3400 BANK FEES / SURCHARGES	900	900	900	900	900	900	900	900	900	900	900	900	10,800

3500 DUES / CHARITABLE CONTRIBUTIONS - - 11,000 - - - - 700 7,500 - - - - 19,200

3601 Contractors 1099	2,000	2,000	2,000	2,000	2,000	2,000	2,000	2,000	2,000	2,000	2,000	2,000	24,000
3602 Outside Services	12,153	9,053	8,853	9,053	9,053	9,053	9,053	9,053	9,053	9,053	9,053	9,053	111,536
Total 3600 CONTRACTORS OPERATIONS	14,153	11,053	10,853	11,053	11,053	11,053	11,053	11,053	11,053	11,053	11,053	11,053	135,536

3701 Auto Insurance	-	158	1,552	1,725	5,563	-	2,844	1,807	3,947	3,976	1,807	1,807	25,186
3702 Liability & Property Policies	16,667	16,667	16,667	16,667	16,667	16,667	16,667	16,667	16,667	16,667	16,667	16,667	200,000
3703 Workers Comp	2,600	2,600	2,600	2,600	2,600	2,600	2,600	2,600	2,600	2,600	2,600	2,600	31,200
3704 Business Insurance	-	-	-	-	-	-	-	-	-	-	-	-	-
Total 3700 INSURANCE POLICIES	19,267	19,425	20,819	20,992	24,830	19,267	22,111	21,074	23,214	23,243	21,074	21,074	256,386

3901 Accounting	-	-	-	-	-	-	-	-	-	-	-	-	-
3902 Auditing	-	-	-	-	-	-	19,000	-	3,000	-	-	-	22,000
Total 3901 Accounting	-	-	-	-	-	-	19,000	-	3,000	-	-	-	22,000

3903 Attorney Professional Services Legal*	8,333	8,333	8,333	8,333	8,333	8,333	8,333	8,333	8,333	8,333	8,333	8,333	100,000
3904 Additional Non-Attorney	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000	12,000
3905 Legal Reimbursements	500	500	500	500	500	500	500	500	500	500	500	500	6,000
Total 3903 Attorney Professional Services Legal**	9,833	9,833	9,833	9,833	9,833	9,833	9,833	9,833	9,833	9,833	9,833	9,833	118,000

* lowered to \$6,625 average ** decreased to \$9,125 average

3906 Engineering	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000	12,000
3907 Grant Acquisition	2,500	2,500	2,500	2,500	2,500	2,500	2,500	2,500	2,500	2,500	2,500	2,500	30,000
3908 IT Services	1,800	1,800	1,800	1,800	1,800	1,800	1,800	1,800	1,800	1,800	1,800	1,800	21,600
3909 IT Reimbursements	200	200	200	200	200	200	200	200	200	200	200	200	2,400
3910 Permitting, Planning & PM	500	500	500	500	500	500	500	500	500	500	500	500	6,000

LEGAL & PROFESSIONAL FEES 15,833 15,833 15,833 15,833 15,833 34,833 15,833 18,833 15,833 15,833 15,833 15,833 72,000

4002 Office Equipment Leases	400	400	400	400	400	400	400	400	400	400	400	400	4,800
4003 Office Expenses	1,500	1,500	1,500	1,500	1,500	1,500	1,500	1,500	1,500	1,500	1,500	1,500	18,000
4004 Permits / Licenses	1,850	925	1,400	805	1,463	2,300	2,300	2,300	1,200	1,200	1,200	1,000	17,943
4006 Subscriptions & Software	1,100	1,100	1,100	1,100	1,100	1,100	1,100	1,100	1,100	1,100	1,100	1,100	13,200
4007 Uniform Expenses	1,500	7,500	500	500	700	800	300	600	400	300	300	300	13,700
4008 Website & Hosting Expenses	260	260	260	260	260	260	260	260	260	260	260	260	3,120
4020 Meals In-Town / Team Appreciation	40	40	40	40	40	40	40	40	40	40	40	40	480
4025 Recruitment Expense	100	100	100	100	100	100	100	100	100	100	100	100	1,200
4026 Taxes and License	-	-	-	1,900	-	-	-	-	-	-	-	-	1,900
4028 Postage & Shipping	-	-	300	-	-	-	300	-	-	300	-	-	900
Total 4000 OFFICE / GENERAL OPERATIONS	6,750	11,825	5,600	6,605	5,563	6,500	6,300	6,300	5,000	5,200	4,900	4,700	75,243

5002 Payroll Benefits	13,000	13,000	13,000	13,000	13,000	13,000	13,000	13,000	13,000	13,000	13,000	13,000	156,000
5003 Health Benefits	14,000	14,000	14,000	14,000	14,000	14,000	14,000	14,000	14,000	14,000	14,000	14,000	168,000
Total 5002 Payroll Benefits	27,000	27,000	27,000	27,000	27,000	27,000	27,000	27,000	27,000	27,000	27,000	27,000	324,000
Total 5000 Salaries & Wages	75,467	75,467	75,467	75,467	75,467	75,467	75,467	75,467	75,467	75,467	75,467	75,467	905,600
5101 Heavy Equipment Lease Payments	1,714	1,714	1,714	1,714	1,714	1,714	1,714	1,714	1,714	1,714	1,714	1,714	20,568
5102 Operations Purchases	250	250	250	250	250	250	250	250	250	250	250	250	3,000
5104 Repairs General	3,833	3,833	3,833	3,833	3,833	3,833	3,833	3,833	3,833	3,833	3,833	3,833	46,000
Total 5100 REPAIRS / MAINTENANCE	5,797	5,797	5,797	5,797	5,797	5,797	5,797	5,797	5,797	5,797	5,797	5,797	69,568
5201 Maintenance Supplies / Materials	1,333	1,333	1,333	1,333	1,333	1,333	1,333	1,333	1,333	1,333	1,333	1,333	16,000
5202 Operations Supplies / Materials	500	500	500	500	500	500	500	500	500	500	500	500	6,000
5203 Fuel Maintenance	500	500	500	500	500	500	500	500	500	500	500	500	6,000
Total 5200 SUPPLIES, MATERIALS & FUEL	2,333	2,333	2,333	2,333	2,333	2,333	2,333	2,333	2,333	2,333	2,333	2,333	28,000
5307 Trainings / Meetings	1,250	1,250	1,250	1,250	1,250	1,250	1,250	1,250	1,250	1,250	1,250	1,250	15,000
5501 Electricity	10,417	10,417	10,417	10,417	10,417	10,417	10,417	10,417	10,417	10,417	10,417	10,417	125,000
5502 Propane	1,100	1,700	1,100	1,200	1,600	1,700	600	700	1,900	600	600	600	13,400
5503 Telephone	900	900	900	900	900	900	900	900	900	900	900	900	10,800
5504 Water & Sewer Service	6,250	6,250	6,250	6,250	6,250	6,250	6,250	6,250	6,250	6,250	6,250	6,250	75,000
5505 Trash & Recycle	8,333	8,333	8,333	8,333	8,333	8,333	8,333	8,333	8,333	8,333	8,333	8,333	100,000
5506 WI-FI / Internet Services	1,400	1,400	1,400	1,400	1,400	1,400	1,400	1,400	1,400	1,400	1,400	1,400	16,800
Total 5500 UTILITIES	28,400	29,000	28,400	28,500	28,900	29,000	27,900	28,000	29,200	27,900	27,900	27,900	341,000
TOTAL OPERATING EXPENSES	202,350	205,083	210,452	200,930	204,126	218,600	201,144	203,907	214,147	201,776	198,707	198,507	2,319,733
NET OPERATING INCOME	(83,880)	(81,883)	(93,508)	(80,130)	(58,211)	(70,415)	(3,859)	(73,292)	(92,332)	(78,361)	(64,122)	(71,492)	(711,489)
Total 5605 DONATIONS RECEIVED	-	-	-	-	-	-	-	-	300	1,000	-	-	1,300
6001 Property Tax	51,000	-	-	89,000	-	245,000	2,800	-	-	178,000	-	-	565,800
6002 TOT Proceeds	-	-	-	260,000	-	-	-	-	-	-	-	-	260,000
Total 6000 TAX PROCEEDS	51,000	-	-	349,000	-	245,000	2,800	-	-	178,000	-	-	825,800
Loss Before Grants, Depreciation & Interest	(32,880)	(81,883)	(93,508)	268,870	(58,211)	174,585	(1,059)	(73,292)	(92,032)	100,639	(64,122)	(71,492)	(24,389)
Less Bayside Note	(8,381)	(8,381)	(8,381)	(8,381)	(8,381)	(8,381)	(8,381)	-	-	-	-	-	(58,667)
Less USDA Payment	-	-	(260,302)	-	-	-	-	-	-	-	-	-	(260,302)
Less FB Arbitration Judgement	-	-	-	-	-	-	(183,000)	-	-	-	-	-	(183,000)
Less FB Settlement	-	-	-	-	-	-	-	-	(375,000)	-	-	-	(375,000)
Total LONG-TERM LIABILITIES	(8,381)	(8,381)	(268,683)	(8,381)	(8,381)	(8,381)	(191,381)	-	(375,000)	-	-	-	(876,969)
LOSS/GAIN AFTER LIABILITIES	(41,261)	(90,264)	(362,191)	260,489	(66,592)	166,204	(192,440)	(73,292)	(467,032)	100,639	(64,122)	(71,492)	(901,358)
CA Coastal Conservancy: Citizen's Dock Design	7,500	7,500	5,000	-	-	-	-	-	-	-	-	-	20,000
CA Coastal Conservancy: South Beach Restroom Design & Build	2,500	2,500	12,500	10,000	12,500	-	-	-	-	-	-	-	40,000
Cal-OES / FEMA: Planning NEPA/CEQA	7,500	7,500	7,500	8,000	10,000	10,000	10,000	10,000	10,000	10,000	10,000	9,500	100,000
ODOT-Maritime Administration PIDP: Seawall Design & Build	-	25,000	50,000	100,000	100,000	100,000	100,000	100,000	78,000	41,783	41,783	-	736,566
Less Grant Debt Expenses* (carrying cost until get reimburse)	-	-	-	-	-	(5,000)	(5,000)	(5,000)	(5,000)	(5,000)	(5,000)	-	(30,000)
TOTAL GRANT MANAGEMENT REVENUE	17,500	42,500	75,000	118,000	122,500	105,000	105,000	105,000	83,000	46,783	46,283	-	866,566
CA Coastal Conservancy: Citizen's Dock Design	75,000	75,000	63,800	-	-	-	-	-	-	-	-	-	213,800
CA Coastal Conservancy: South Beach Restroom Design & Build	25,000	25,000	125,000	100,000	115,000	-	-	-	-	-	-	-	390,000
Cal-OES / FEMA: Planning NEPA/CEQA	75,000	75,000	75,000	80,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000	1,005,000
ODOT-Maritime Administration PIDP: Seawall Design & Build	-	250,000	500,000	1,000,000	1,000,000	1,000,000	1,000,000	1,000,000	780,000	100,000	-	-	6,630,000

TOTAL GRANT VENDOR REIMBURSEMENTS	175,000	425,000	763,800	1,180,000	1,215,000	1,100,000	1,100,000	1,100,000	880,000	200,000	100,000	-	8,238,800
CA Coastal Conservancy: Citizen's Dock Design	75,000	75,000	63,800	-	-	-	-	-	-	-	-	-	213,800
CA Coastal Conservancy: South Beach Restroom Design & Build	25,000	25,000	125,000	100,000	115,000	-	-	-	-	-	-	-	390,000
Cal-OES / FEMA: Planning NEPA/CEQA	75,000	75,000	75,000	80,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000	-	1,005,000
ODOT-Maritime Administration PIDP: Seawall Design & Build	-	250,000	500,000	1,000,000	1,000,000	1,000,000	1,000,000	1,000,000	780,000	100,000	-	-	6,630,000
TOTAL GRANT VENDOR PURCHASES	175,000	425,000	763,800	1,180,000	1,215,000	1,100,000	1,100,000	1,100,000	880,000	200,000	100,000	-	8,238,800
TOTAL REVENUE FROM GRANTS	17,500	42,500	75,000	118,000	122,500	105,000	105,000	105,000	83,000	46,783	46,283	-	866,566
FY 2024/2025 GAIN / LOSS	(23,761)	(47,764)	(287,191)	378,489	55,908	271,204	(87,440)	31,708	(384,032)	147,422	(17,839)	(71,492)	(34,792)

ASSUMPTIONS

Grant Reimbursements to be collected within 60 days of billing
Vendors willing to carry for 60-90 days until grant reimbursements received
Timelines for grants, permits and construction meet largest risk
New Grants and New Revenue Sources are not included



6. Communications and Reports

b. Revenue Generation Progress Report (pt. 1)

Overview

In our ongoing efforts to enhance revenue streams and maximize the utilization of harbor properties, we have had a series of productive meetings with potential business partners. These discussions have centered around several key properties: the car wash, the boatyard, the north side sheriff building, the filet station, and the ice house. The enthusiasm and innovative proposals from these meetings signal a promising future for our harbor's economic growth.

Car Wash Property

We met with a local businessman with a track record of success who expressed strong interest in expanding his operations to our harbor location. His proposal includes installing state-of-the-art washing equipment and eco-friendly water recycling systems, which align with our sustainability goals. The projected revenue from this partnership is substantial with growth potential on the surrounding properties.



6. Communications and Reports

b. Revenue Generation Progress Report (pt. 2)

Boatyard

Discussions with a prominent marine services company about the boatyard have been particularly encouraging. We envision a full-service facility offering repairs, maintenance, and construction. This company has a solid track record of boat work. The potential for increased boat traffic and associated economic activity is significant.

North Side Sheriff Building

The north side sheriff building has attracted interest for multiple types of business. We are currently pursuing the potential of permitting and funding the building as cold storage, office space, and potential store front for the Sea to Market program run by Josh Mims.



6. Communications and Reports

b. Revenue Generation Progress Report (pt. 3)

Ice House

Pacific Seafood has expressed that it is unlikely that the ice house operations fit within their long-term plans for the district. As such we have moved up the timeline on pursuing funding a new containerized ice plant which will be able to sustain the fishermen and will be moveable when we begin Citizen's Dock Construction.

Conclusion

The recent meetings with these potential business partners have been highly beneficial. Each proposal not only promises to generate significant revenue but also aligns with our vision of creating a thriving, sustainable harbor community. We are excited about the prospects and will continue to negotiate terms that maximize the benefits for all stakeholders involved. The future of our harbor looks brighter than ever, with these innovative ventures poised to bring new life and economic vitality to the area.

Public Comment?



6. Communications and Reports

c. CEO/Harbormaster Report (pt. 1)

I am pleased to provide you with updates and important announcements regarding our Harbor District. Your continued support and involvement are vital to our success and prosperity. Here are the key highlights:

Morning Negative Tides Advisory: From the 5th through the 11th, we will experience morning negative tides. During this period, the launch ramp will not accommodate boat launching without risking damage to both the dock and vessels. I strongly advise everyone to plan their launching activities in advance to avoid any issues. Please consider launching your boats outside of these times and utilizing transient slips as needed.

Engagement in Fisheries Management Discussions: Harbor staff has been actively engaged in discussions surrounding the decisions of the Pacific Fisheries Management Council regarding Ground Fish and Salmon. Our participation in these discussions is vital to ensuring that the interests of our fishing community are represented and considered in the decision-making process.



6. Communications and Reports

c. CEO/Harbormaster Report (pt. 2)

Approval for Dredge Ponds Soil Removal: We are pleased to announce that we have finally received approval to remove the first 1,500 cubic yards of soil from the dredge ponds for use in the Front Street Project. This approval marks a significant milestone, as we now have a working template that satisfies the requirements of the Water Board. Moving forward, this template will facilitate the approval of future permitted projects at a minimal cost, streamlining our operations and enabling more efficient project execution.

Your continued support and involvement are instrumental as we work together to enhance our harbor and promote sustainable growth and prosperity. Thank you to our community!



6. Communications and Reports

d. Harbor Commissioner & Ad Hoc Committee Reports

(1) Commissioner Gerhard Weber

(2) Commissioner Wes White

(3) Commissioner Brian Stone

(4) Secretary Rick Shepherd

(5) President Harry Adams

Public Comment?

7. MEETING ADJOURNMENT

Adjournment of the Board of Harbor Commissioners will be until the next meeting scheduled for Tuesday, June 18, 2024, at 2 p.m. PDT. The Crescent City Harbor District complies with the Americans with Disabilities Act. Upon request, this agenda will be made available in appropriate alternative formats to person with disabilities, as required by Section 12132 of the Americans with Disabilities Act of 1990 (42 U.S.C. §12132). Any person with a disability who requires modification in order to participate in a meeting should direct such request to (707) 464-6174 at least 48 hours before the meeting, if possible.

