

Board of Harbor Commissioners

Crescent City Harbor District

April 16, 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, April 16, 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. 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 March 19, 2024 Regular Meeting and March 26, 2024 Special Meeting.**

3. New Business

- a. Approve Outer Boat Basin Bathymetric Survey to be Conducted by Cinquini and Passarino Surveying, Inc.**

4. Unfinished Business

- a. Approve Fee Schedule Adjustment for RHV and Bayside RV Parks (Final Approval).**
- b. Approve Resolution 2024-01, which Concludes the Final Public Hearing on the CCHD Hazard Mitigation Plan, and Adopts the Final Version of the Plan.**
- c. Approve 50% Rent Abatement for 201 Citizens Dock Rd (Port O’Pints) Due to Unforeseen Permitting Delays.**

5. Communications and Reports

- a. Grants Update**
- b. Comptroller Report**
- c. CEO/Harbormaster Report**
- d. Harbor Commissioner & Ad Hoc Committee Reports**

6. Adjourn to Closed Session

CONFERENCE REGARDING REAL PROPERTY NEGOTIATIONS

(Government Code section 54956.8)

Agency negotiator: Tim Petrick, CEO/Harbormaster

Subjects: Identification of property and potential parties. Authorization for price and terms of payment.

7. Report Out from Closed Session

8. MEETING ADJOURNMENT

Adjournment of the Board of Harbor Commissioners will be until the next meeting scheduled for Tuesday, May 7, 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. Consent Calendar

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- a. Approve Minutes of the March 19, 2024 Regular Meeting and March 26, 2024 Special 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

March 19, 2024
2:00 p.m.



Board of Harbor Commissioners of the Crescent City Harbor District

MINUTES

Regular Session, Tuesday, March 19, 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>	BRIAN STONE
	<i>Commissioner</i>	GERHARD WEBER

ABSENT: *NONE*

PLEDGE OF ALLEGIANCE:

PUBLIC COMMENT:

President Adams read a prepared statement outlining the terms of a settlement agreement with the Fashion Blacksmith company. The agreement called for the early termination of the lease between the Harbor and Fashion Blacksmith as part of a \$2.6 million buyout arrangement. The Harbor announced plans to modernize the facility formerly used by Fashion Blacksmith to allow for enhanced services in the future.

Annie Nehmer raised objections to a ruling by President Adams in a previous meeting, in which a portion of Leonard Franklin’s public comment was deemed out of order. Although Mr. Franklin was ultimately permitted to continue his public comment after the ruling by President Adams, Ms. Nehmer made the argument that the interruption was unjustified.

2) Consent Calendar:

a) Approve Minutes of the March 6, 2024 Regular Meeting.

b) Approve Letter of Support for the Partnership for the Performing Arts to Develop a Performing Arts Center in Del Norte County.

Commissioner Stone asked for an addition to the minutes on page 9, which reported on the decision of the Board to accept a settlement agreement with Fashion Blacksmith. Although the decision was recorded correctly, the minutes neglected to include the polled vote. Commissioner Stone then read the complete vote into the record, noting that Commissioners Shepherd, Weber, White, and Adams had voted in favor, and Commissioner Stone had abstained.

Commissioner Stone then **moved** to approve the consent calendar, including his addition to the minutes. Commissioner Shepherd **seconded** the motion.

POLLED VOTE was called, **MOTION CARRIED:**

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

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

3) New Business

3A) Review Proposed CCHD Hazard Mitigation Plan and Open a Public Hearing to Consider Feedback from Stakeholders.

Aislene Delane, Grant Writer and Manager for Community System Solutions (CSS), provided background. Ms. Delane explained that the mitigation plan was a requirement for certain federal grants, and the plan needed to be updated every five years. Mike Bahr, CEO and Grant Writer for Community System Solutions then joined the discussion. Mr. Bahr explained that a public comment period would be open for a minimum of 30 days to receive feedback on the plan.

A wide range of topics were discussed, including risks from sea level rise, storms, tsunamis, earthquakes, and many others. Commissioner Stone mentioned that the risk from a Cascadia subduction earthquake might be the most significant risk to consider. Several members of the public complimented CSS for recognizing that the original plan was approaching its expiration date and then working quickly to update it.

Commissioner White **moved** to formally open a public hearing on the matter of the Hazard Mitigation Plan. Commissioner Stone **seconded** the motion.

POLLED VOTE was called, **MOTION CARRIED:**

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

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

The public hearing then opened with comments from Sandy Moreno. She explained that she had worked on a hazard mitigation plan for the Big Rock Community Services District and also the Klamath Community Services District. After reviewing the draft plan for the Harbor

District, she recommended that a DR number be listed for the winter storm disaster that occurred in January. Kevin Hendrick complimented CSS for updating the plan and he noted that CSS was not billing the Harbor District for work on the plan.

4) Unfinished Business

4A) Review Proposals and Vote for Preferred Choice for South Beach Bathroom.

Aislene Delane provided background and explained that the Harbor was awarded \$450,000 in grant funding from the California Coastal Conservancy for the design and construction of a bathroom facility at the intersection of Anchor and Starfish Ways. Two bids were received, one for \$365,419 submitted by the Public Restroom Company (PRC), and a second for \$101,860 submitted by Integrated Modular Solutions (IMS). The more expensive bid provided for more durable construction materials, such as cinder block construction, while the cheaper bid proposed to use a metal storage container as the primary frame for the bathroom facility. The cheaper bid also had some essential components that were not included in the final price, such as a concrete slab, which would be the responsibility of the Harbor. The true cost of the cheaper bid would likely rise to \$180,000 or so after considering the additional required costs.

Commissioner Stone inquired regarding grant match requirements. CEO/Harbormaster Petrick explained that the match requirement of \$110,000 could be satisfied by in-kind contributions, which could include work such as trenching performed by Harbor staff. Mr. Petrick then compared the two bids in detail. After considering important factors such as the location, which would be highly exposed to the marine environment and winter storms, Mr. Petrick recommended the PRC option.

President Adams then opened the floor to public comment. Sandy Moreno spoke about how taxpayers appreciated frugality. On that basis, she encouraged the Board to choose the cheaper IMS option. Commissioner Weber expressed support for Ms. Moreno's position as a general principle of good stewardship of public funds. However, he explained that in this particular case, an outside grantor had already allocated the money, and so he preferred to choose the product that offered superior quality.

Commissioner White **moved** to select the PRC option. Commissioner Stone **seconded** the motion.

POLLED VOTE was called, **MOTION CARRIED:**

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

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

4B) Review Proposals and Vote for Preferred Choice for Lease at 128 Anchor Way.

CEO/Harbormaster Petrick reviewed a lease proposal from South Beach Surf & Supply to lease the premises at 128 Anchor Way. Mr. Petrick recounted highlights that were presented at a previous Board meeting, including plans to rent surf boards and related equipment, sell take-and-go food options, and conduct instructional classes. Mr. Petrick explained that in response to Commissioner concerns expressed at that previous meeting, the proposed lease with South Beach Surf & Supply had been modified. One change was to explicitly limit the Harbor's

contribution to ADA compliance modifications to no more than \$2,000.00. An additional change was to add a disclaimer to avoid liability for damage to tenant's property that might result from extreme weather or other natural disasters.

CEO/Harbormaster Petrick then reviewed a competing proposal for the same location that had been received from Robert Derego. The financial terms of Mr. Derego's proposal were attractive, because Mr. Derego was offering to contribute up to \$5,000 towards ADA compliance modifications to the building. Additionally, Mr. Derego offered to pay a year's worth of rent in advance, \$9,900 upon signing. Nonetheless, the CCHD staff recommendation was to choose South Beach Surf & Supply because their proposal was the most compelling overall, taking into consideration factors such as the business experience of the owners and their business plan. CEO/Harbormaster Petrick noted that Harbor staff was still interested in finding a mutually beneficial business arrangement with Mr. Derego, but at a different location than the one chosen by South Beach Surf & Supply (128 Anchor Way). These sentiments were echoed by Commissioners Weber and Shepherd. Commissioner Stone expressed concerns about the cost of improvements that had been made to the building at 128 Anchor Way to prepare it for leasing. Approximately \$10,000 had been spent to repair the building's roof.

President Adams opened the floor to public comment, and Sandy Moreno encouraged the Board to add a clause that would require the business to remain open continuously, with no more than 30 days of closure for any given block of time. Ms. Moreno also advocated for a profit-sharing arrangement. CEO/Harbormaster Petrick responded that a profit-sharing arrangement was included in the proposal from South Beach Surf & Supply, applicable to revenue over \$100,000 in a given year, specifying that 6% of gross receipts would be payable to the Harbor. With regard to a lease clause requiring the business to remain open continuously throughout the year, Mr. Petrick explained that the Harbor did have a standard clause included in other leases that could be added to this one. It allowed for a couple days off each week, and then certain extended seasonal closures at the discretion of the business owner.

Commissioner White **moved** to approve the lease proposal from South Beach Surf & Supply, provided that an additional clause be added to the lease that requires the business to remain open continuously. The clause was to be consistent with the Harbor's standard arrangement with other tenants in the Harbor, as described by CEO/Harbormaster Petrick moments earlier. Secretary Shepherd **seconded** the motion.

POLLED VOTE was called, **MOTION CARRIED:**

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

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

5. Communications and Reports

5A) Update on Seawall and Citizens' Dock Project from Moffett & Nichol.

Aislene Delane, Grant Writer and Manager for Community System Solutions (CSS), provided background on the Port Infrastructure Development Program (PIDP) grant and the Coastal Conservancy planning grant that were funding the Seawall and Citizens' Dock project.

Rob Sloop, Coastal Engineer with the firm Moffett & Nichol, then presented several design alternatives for the Board and public to consider. Mr. Sloop also described how his firm was collecting feedback from the community, and had already met with various stakeholder groups, such as local commercial fishermen. The design alternatives varied in their footprint size and shape, but one design in particular that featured a twin pier was popular with Commissioners and the public. Mr. Sloop then explained how construction would occur in such a manner as to minimize disruption to commercial fishermen and recreational boaters. Mr. Sloop closed his presentation by encouraging interested persons to attend an evening public forum that would allow for additional feedback, including taking a vote to score the various designs based on selection criteria such as cost, risk, schedule, and functionality.

Commissioner Stone advocated for designing the new dock to accommodate potential offshore wind power operations and maintenance. Mr. Sloop replied that the dock was being designed to handle high intensity loads for many different potential industries, including container shipping and wind power. Additionally, the dock was being designed to withstand 50-year tsunamis.

5B) Grants Update

Mike Bahr, CEO and Grant Writer for Community System Solutions, reviewed the status of grant applications being prepared, and research being conducted for future grant applications. The discussion focused on an upcoming grant opportunity under the Port Infrastructure Development Program administered by the U.S. Maritime Administration. The grant opportunity had the potential for \$10 million to fund a second phase of the Harbor's Seawall and Citizens Dock project, which would include construction.

Josh Mims spoke about his work on a local "Blue Economy" panel advocating for a new "food hub" to serve Del Norte County, Humboldt County, Lake County, and Mendocino Counties. The goal was to create a circular food economy in which every calorie consumed locally would be produced locally in all four counties. As one example, the food hub would avoid having fish exported out of the area for processing and then sent back frozen. Instead, the food hub would focus on local processing and local sales of fresh food under programs such as "Port to Plate" and "Farm to Fork."

5C) Comptroller's Report

Comptroller Zickgraf reviewed the current financial statements of the Harbor, noting an operating balance of approximately \$303,000. Mr. Zickgraf mentioned that he was working to ensure liquidity would be available to make a large upcoming payment to Fashion Blacksmith. He was focusing his efforts on a short-term line of credit with a local bank and additional financing options arranged through a financial consultant, Suzanne Carroll.

Commissioner Stone expressed concerns about the total amount of debt being carried by the Harbor, now approaching \$10 million. The debt was primarily due to a loan that was taken out to rebuild the inner boat basin after a tsunami damaged it in 2011. New debt from a recent settlement with the Fashion Blacksmith company was also substantial. Commissioner Stone described his communications with State Senator Mike McGuire's office on potential options to improve the Harbor's fiscal solvency.

President Adams then opened the floor to public comment. Sandy Moreno encouraged the Harbor to investigate loans available through the Rural Community Assistance Corporation (RCAC).

5C) CEO/Harbormaster Report

CEO/Harbormaster Petrick reviewed his report to the Board, as contained in the Board’s briefing packet. Discussion focused on an upcoming Tsunami Resiliency Festival that would include public talks on local history and walking tours. The festival would also include poetry, musical entertainment, and a concluding gathering at the new Port O’Pints Brewery location in the Harbor. The following weekend had an Easter Hunt scheduled, which had been extremely popular in previous years. The number of easter eggs was being expanded to 15,000 to accommodate the expected high turnout.

5D) Harbor Commissioner & Ad Hoc Committee Reports.

Commissioner Stone discussed his participation with the Klamath River Renewal Corporation (KRRC), and particularly his investigations into adverse impacts from the dam removals. Commissioner Stone also discussed his outreach to Senator Mike McGuire’s office to discuss issues with dredge permitting, salmon fishery closures, and a disappointing crab season. Commissioner White reported that the Tri-Agency had suspended meetings until its bylaws could be reconsidered by Del Norte County, along with reconsideration of funding from the County. Commissioner White also discussed his activities on the Finance Committee, examining new debt service options, such as potentially extending the Harbor’s USDA loan to a 40-year term, and many other options. Commissioner Weber discussed progress made redesigning and updating the Harbor’s website, and also his participation on the Finance Committee. Attention was being focused on the Harbor’s RV parks to generate additional revenue. President Adams then discussed his efforts to meet with RV park tenants and address their concerns. President Adams was also working diligently to prepare for the upcoming Easter Egg Hunt by soliciting donations from supporters such as Walmart, Alexandre Family Farm, Port O’Pints, Del Norte Office Supply, Fishermans Restaurant, and Schmidt’s House of Jambalaya [a complete list of supporters is available here: <https://www.ccharbor.com/2024-03-31-easter-celebration>]. President Adams also discussed his work on addressing the groundfish closure, working with NOAA on hook and line studies, and meeting with Senator McGuire’s office to advocate for Harbor interests.

6. Adjourn to Closed Session

CONFERENCE WITH LEGAL COUNSEL – ONGOING LITIGATION

(Government Code section 54956.9(d)(1))

Crescent City Harbor District v. Dutra et al.

Sacramento Superior Court Case No.: 34-2017-00215044-CU-BC-GDS

7. Report Out from Closed Session

Commissioner White **moved** to approve a settlement with Stover Engineering, under which the company would pay the Harbor District \$601,000.00 to settle claims made by the District. Secretary Shepherd **seconded** the motion.

POLLED VOTE was called, **MOTION CARRIED:**

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

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

8) ADJOURNMENT TO THE BOARD OF HARBOR COMMISSIONERS NEXT REGULAR MEETING SCHEDULED FOR TUESDAY APRIL 2, 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

Special 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	March 26, 2024 9:00 a.m.



Board of Harbor Commissioners of the Crescent City Harbor District

MINUTES

Special Session, Tuesday, March 26, 2024, at 9:00 A.M.

CALL TO ORDER: **9:00 AM**

ROLL CALL:

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

ABSENT: *NONE*

1) Public Comment:

No members of the public commented.

2) Adjourn to Closed Session:

CONFERENCE WITH LEGAL COUNSEL – ONGOING LITIGATION
 (Government Code section 54956.9(d)(1)) Crescent City Harbor District v. Dutra et al.
 Sacramento Superior Court Case No.: 34-2017-00215044-CU-BC-GDS

3) Adjourn Closed Session

4) Resume Open Session

Commissioner White **moved** to approve a settlement with Wayne Maples Plumbing and Heating, under which the company would pay the Harbor District \$805,000.00 to settle claims made by the District. Secretary Shepherd **seconded** the motion.

POLLED VOTE was called, **MOTION CARRIED:**

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

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

5) ADJOURNMENT TO THE BOARD OF HARBOR COMMISSIONERS NEXT REGULAR MEETING SCHEDULED FOR TUESDAY APRIL 2, 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

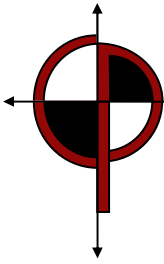
Rick Shepherd, Secretary



3. New Business

- a. Approve Outer Boat Basin Bathymetric Survey to be Conducted by Cinquini and Passarino Surveying, Inc.**

Public Comment?



- ▲ BOUNDARY
- ▲ TOPOGRAPHIC
- ▲ CONSTRUCTION
- ▲ RAILROAD
- ▲ INFRASTRUCTURE
- ▲ HYDROGRAPHIC

P14413

March 25, 2024

Tim Petrick
CEO / Harbormaster

Crescent City Harbor District
101 Citizens Dock Road
Crescent City, CA 95531

Via email: tpetrick@ccharbor.com

Re: Crescent City Harbor – Outer Boat Basin Bathymetric Survey – with Sub-Bottom

Dear Tim,

Cinquini & Passarino, Inc. (C&P) is very pleased to present to you this scope of work and fee proposal for a high-resolution bathymetric survey of the Outer Boat Basin within Crescent City Harbor. This fee estimate also includes a sub-bottom profile survey that will document the depth of sediment to the underlying bedrock.

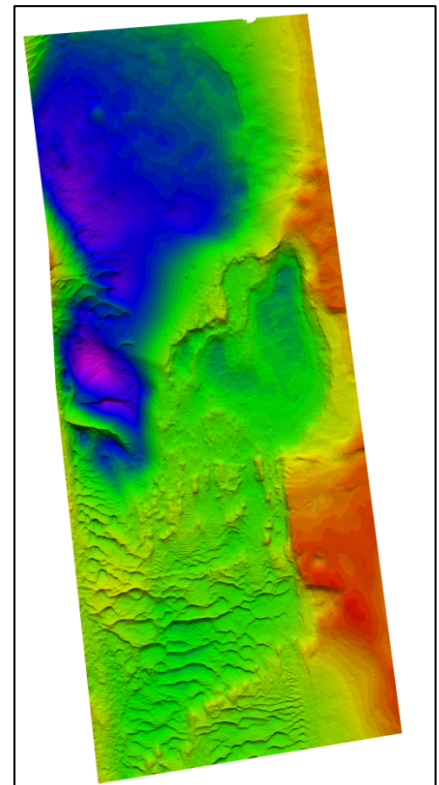
SCOPE OF WORK

We understand that your project will require a high-resolution multibeam sonar-based condition survey of the Inner Boat basin. The survey procedures and equipment will follow the Class 1 survey methods and accuracies, per the United States Army Corps of Engineers’ (USACE) Hydrographic Survey Manual. The resultant dataset will meet Special Order standards as outlined by the Federal Geographic Data Committee (FGDC). C&P will employ an industry-leading multibeam sonar and position / orientation system. And, all equipment used on this project will be C&P in-house equipment.

All survey activities will be supervised by a California Professional Land Surveyor and executed by an ACSM-Certified Hydrographer.

APPROACH TO MULTIBEAM SURVEYS

Licensing, Certification and Permitting. The bathymetric survey will be conducted under the direct supervision of the Project Manager and Technical Lead, James Kulpa, who is a THSOA Certified Hydrographer (#288). Jim Dickey (LS) will oversee all geodetic parameters of the survey.



Project Planning, Mobilization and Calibrations. Cinquini and Passarino understands that the mobilization stage is vital to acquiring high quality data. It is not possible to fix bad data in the processing stage; instead, it is important to diligently perform all calibrations and quality control checks prior to

acquiring survey data. Cinquini and Passarino intends to use its survey vessel, *R/V Olivia*, which will save time during the mobilization stage while mitigating the risk of error. The following calibrations and checks will be performed during mobilization: vessel offset survey, static and dynamic draft, heading (GAMS calibration), bar check calibration, patch test calibration, positioning checks, velocity checks, and performance tests.

Equipment and Accuracy during Bathymetry Acquisition. The survey procedures and equipment will follow the survey methods and accuracies outlined in the United States Army Corps of Engineers' (USACE) Hydrographic Survey Manual.

C&P proposes to use our 24' survey vessel, *R/V Olivia*, a U.S. Coast Guard certified vessel designed to work in reservoir and lake environments. It is maintained in Santa Rosa, California and can mobilize immediately to the survey area. The multibeam suite to be mobilized includes:

- *Reson Seabat T50* multibeam, 190 – 420 kHz
- *Applanix POS MV* (version 5) GNSS navigation system and motion sensor
- *AML Oceanographic* sound velocity probes
- *Hypack/ Hysweep* integrated data acquisition computer

The Reson Seabat T50 is the highest quality sonar available in the industry today for water depths in the range of this proposed project. It provides unprecedented data of ultrahigh quality for faster operational surveys. The system provides 1024 beams per ping with beam widths as narrow as 0.5 degrees by 0.5 degrees in the across-track and along-track direction. Thus, extremely high data densities are achieved with extremely small beam footprints on the seafloor to ensure the best possible bathymetric resolution.

The SeaBat T50 is fully frequency-agile from 190 to 420 kHz. It can be operated in Continuous Wave (CW) mode or a Frequency Modulated (FM) pulse mode to reduce the effects of noise in the water column during acquisition. Likewise, the system uses industry leading technology for adaptive gates and automated ranging to ensure noise in the water column is rejected in real time and data quality is optimized during acquisition. And, with a 6 mm depth resolution, the Reson T50 will be more than adequate to meet USACE survey specifications. Given the width of the sonar swath, we will most likely be able to collect data under occupied vessel slips.

Per allowances in the technical specifications, Cinquini and Passarino intends to utilize Real-Time Kinematic (RTK) GPS tides in lieu of observed tides from traditional tide gauges during acquisition. The use of RTK tides is the preferred option for this survey site to remove any inaccuracies from observed tide zoning and dynamic draft modeling. Thus, RTK tides will provide more accurate data reduction for this survey. Raw satellite data will be collected during the survey, enabling the use of PPK in order to further tighten baselines and motion data, resulting in a more accurate dataset. All survey data will be based on a GPS tie-in to NOAA Tidal Benchmark 941-9750.

COVERAGE

We intend to deliver near 200% bottom coverage of the survey footprint.

SCOPE OF WORK

We have outlined the following tasks for this survey:

Task 1 - Mobilization and Calibration

This task involves coordination with Project Managers, field plan and HASP generation and the programming of the sonar acquisition computers and getting the vessel and crew to the site.

Task 2 - Condition Multibeam Bathymetric Survey with SBP

Task 3 - Raw Data Reduction, Charting and Reporting

Raw sonar data will be reduced to bathymetric elevations (Ft. MLLW) and the following deliverables will be submitted:

- Plan view drawing (in PDF and AutoCAD format) showing contours at 1 Ft. intervals.
- Sediment thickness isopach chart.
- Survey Report: detailed report of survey outlining equipment, calibration procedures and results amongst other important metadata.

PROJECT FEE

Task 1 – Mobilization and Calibration:	\$1,800
Task 2 – Condition Bathymetric Survey – 1 Day @ \$5,960 / Day:	\$5,960
Task 3 – Raw Data Reduction, Charting and Reporting:	\$4,950
Total	\$12,710

Tim, thank you for reaching out to Cinquini & Passarino. Please feel free to contact me at (415) 516-8452 if you have any questions or require additional information.

Very truly yours,
CINQUINI & PASSARINO, INC.

James Kulpa, CH
Hydrographic Division Manager



Figure 1 – Proposed Survey Area



4. Unfinished Business

- a. Approve Fee Schedule Adjustment for RHV and Bayside RV Parks (Final Approval).**

Public Comment?

**CRESCENT CITY HARBOR DISTRICT
2024 FEE SCHEDULE ADJUSTMENT**

RV PARK FEES

(proposed - not yet approved)

BAYSIDE RV PARK

(effective 6/1/24)

ITEM DESCRIPTION	RATE
Nightly (back-in)	\$40 \$55
Nightly (pull-thru)	\$50 \$65
Weekly (back-in)	\$200 \$350
Weekly (pull-thru)	\$240 \$420
Long-Term Resident (back-in monthly)	\$385 \$500
Long-Term Resident (pull-thru monthly)	\$450 \$600

REDWOOD HARBOR VILLAGE RV PARK

(effective 4/16/24)

ITEM DESCRIPTION	RATE
Dry Camping (nightly)	\$35



4. Unfinished Business

- b. Approve Resolution 2024-01, which Concludes the Final Public Hearing on the CCHD Hazard Mitigation Plan, and Adopts the Final Version of the Plan.**

Public Comment?

CCHD Hazard Mitigation Plan 2024 Update

On behalf of the Crescent City Harbor District, Community System Solutions has prepared an update to CCHD's hazard mitigation plan in compliance with the Code of Federal Regulations, which requires the plan to be updated every 5 years for a jurisdiction to be eligible to receive funding from FEMA.

The requested action for the Board of Commissioners today is to adopt the final plan. Next, Harbor staff will send the adopted plan to FEMA for approval. All comments received from the Commission and by the public were reviewed for inclusion into the plan.

The previous 2018 Del Norte County Operational Area Hazard Mitigation Plan was a countywide plan, which included separate chapters for each of the regions of the County, including the Harbor District. The 2018 plan, which was officially accepted by FEMA in 2019, has expired. The County of Del Norte is just beginning a multi-year county-wide hazard mitigation planning process, which the Crescent City Harbor District will participate in.

However, an update of the plan is needed immediately by the Crescent City Harbor District, especially for use of currently awarded FEMA funds.

All citizens and businesses of the Crescent City Harbor District Del Norte County are the ultimate beneficiaries of this hazard mitigation plan. The plan reduces risk for those who live in, work in, and visit the planning area. It provides a viable planning framework for all foreseeable natural hazards. The plan's goals and recommendations can lay groundwork for the development and implementation of local mitigation activities and partnerships.

The following schedule includes all dates pertinent to the Hazard Mitigation Planning Process.

September 2023: Public meetings were held to discuss replacement of harbor infrastructure.

March 19, 2024: Crescent City Board of Harbor Commissioners to review the draft plan and open the public hearing process. The Draft Plan is placed online on the Harbor's website for community review. Start of the social media campaign soliciting public input on the plan. Press releases sent to local media about the process.

<https://www.ccharbor.com/hazard-mitigation-plan-survey>

March 19, 2024: (night)- Hold public meeting - topics of discussion include the need for hazard mitigation in the harbor, needed harbor infrastructure contained in the hazard mitigation plan and the elements of the Hazard Mitigation plan.

April 2, 2024, the Crescent City Board of Harbor Commissioners will hold a second public hearing on the Hazard Mitigation Plan.

April 16, 2024, the Crescent City Board of Harbor Commissioners to adopt the plan, which is then sent to FEMA for review and approval.

RESOLUTION NO. 2024-01

A RESOLUTION OF THE BOARD OF HARBOR COMMISSIONERS OF THE CRESCENT CITY HARBOR DISTRICT ADOPTING A REVISED HAZARD MITIGATION PLAN

WHEREAS, the Crescent City Harbor District (“the District”) is dedicated to reducing the risk of loss of life and property damage resulting from natural hazards through the implementation of a comprehensive hazard mitigation strategy; and

WHEREAS, the Federal Emergency Management Agency (FEMA) mandates that local jurisdictions develop and adopt hazard mitigation plans to qualify for certain federal funding for disaster relief, prevention, and recovery; and

WHEREAS, the Crescent City Harbor District has developed the Crescent City Harbor District Hazard Mitigation Plan 2024 Update, following extensive public engagement, including meetings held in September 2023 to discuss elements of the plan related to replacement of harbor infrastructure, further public hearings to review updated draft versions of the plan conducted in March and April of 2024, and an extensive public review process through the District's website; and

WHEREAS, this Plan outlines a series of mitigation goals, objectives, and actions designed to reduce impacts on the health, safety, welfare, and economy of the harbor and its users, and has been prepared in accordance with FEMA's requirements;

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF HARBOR COMMISSIONERS OF THE CRESCENT CITY HARBOR DISTRICT THAT:

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

Section 2. The Crescent City Harbor District Hazard Mitigation Plan 2024 Update, as presented and reviewed in public meetings held from September 2023 through April 2024, is hereby adopted as the official Hazard Mitigation Plan of the District.

Section 3. The Crescent City Harbor District commits to the ongoing implementation of the strategies and actions identified in the Plan and will actively seek funding and resources to support these efforts.

Section 4. The District will ensure continued public and stakeholder involvement in the regular maintenance and updating of the Hazard Mitigation Plan as required by FEMA and applicable laws and regulations.

Section 5. The adopted Plan shall be made available on the District's website and main office for public access. Additionally, the Plan will be submitted to FEMA and the California Office of Emergency Services (CalOES) for final review and approval.

Section 6. The CEO/Harbormaster is hereby authorized and directed to do any and all things necessary to fulfill the intent of this Resolution, and to execute and deliver any and all documents which the CEO/Harbormaster or District Counsel deem necessary or advisable, in order to consummate the transactions contemplated by this Resolution, and otherwise to carry out, give effect to and comply with the terms and intent of this Resolution and the documents referred to herein.

Section 7. If any provision of this Resolution or the application of any such provision to any person or circumstance is held invalid, such invalidity shall not affect other provisions or applications of this Resolution that can be given effect without the invalid provision or application and, to this end, the provisions of this Resolution are severable. The Board declares that the Board would have adopted this Resolution irrespective of the invalidity of any particular portion of this Resolution.

Section 8. This Resolution shall take effect immediately upon its adoption.

APPROVED, ADOPTED AND SIGNED this 16th day of April, 2024, by the following vote, to wit:

AYES:

APPROVED:

NOES:

ABSENT:

HARRY ADAMS, PRESIDENT OF THE BOARD

ATTEST:

CLERK OF THE BOARD



Download the complete CCHD Hazard Mitigation Plan here:

<https://www.ccharbor.com/files/51326bc3e/CCHD+Hazard+Mitigation+Plan+2024+-rdc.pdf>

Public Comment?



4. Unfinished Business

- c. Approve 50% Rent Abatement for 201 Citizens Dock Rd (Port O’Pints) Due to Unforeseen Permitting Delays.**

Public Comment?

**1st AMENDMENT TO
LEASE BY AND BETWEEN THE
CRESCENT CITY HARBOR DISTRICT AND
PORT O’PINTS BREWING COMPANY, LLC**

This Lease ("**Lease**") is amended this ___ day of _____, 202__ by and between the Crescent City Harbor District ("**Landlord**"), a Special District organized pursuant to the California Harbors and Navigation Code, and Port O’Pints Brewing Company, LLC, a California limited liability company ("**Tenant**"), whose address is 1215 Northcrest Dr, Crescent City, CA 95531, under the following terms and conditions:

1.7 Rent Abatement Due to Unanticipated Permitting Delays

(a) Notwithstanding any provision in this Lease to the contrary, the Parties acknowledge that unanticipated delays in obtaining necessary permits from governmental authorities for the operation of Tenant's restaurant/bar and arcade ("**Brewcade**") business at the Premises (the "**Permit Delays**") have occurred, which were unforeseen and beyond the control of both Landlord and Tenant. Landlord hereby acknowledges and confirms that Tenant has demonstrated diligent efforts to obtain all necessary permits and approvals required for the lawful operation of Tenant's business at the Premises, including, but not limited to, the submission of all required applications, attending all necessary meetings and hearings, and providing timely responses to inquiries from governmental authorities. It is understood that these efforts were conducted in a manner consistent with a genuine commitment to meet all legal and regulatory obligations associated with the operation of Tenant's business. Despite Tenant's timely and good faith efforts, Tenant was impeded from commencing business operations by the initially projected start date. Therefore, in recognition of these Permit Delays, the Parties agree to the following Rent Abatement terms:

(i) **Abatement Period:** Landlord shall abate Tenant's obligation to pay 50% of the Base Rent commencing on March 1, 2024, and continuing until June 1, 2024, or the date on which the Tenant's Brewcade has opened for business to the public, whichever date occurs first (the "**Abatement Period**"). During the Abatement Period, Tenant shall remain responsible for the payment of all other charges and obligations under this Lease, including but not limited to, utilities, operating expenses, taxes, and insurance costs.

(ii) **Extension of Abatement Period:** The Abatement Period may be extended beyond June 1, 2024, for good cause shown by Tenant and subject to the approval of the Board of Harbor Commissioners of the Crescent City Harbor District (the "**Board**"). For purposes of this clause, "good cause" shall include, but not be limited to, additional unforeseen Permit Delays that are beyond the control of Tenant and materially affect Tenant's ability to commence business operations. Tenant must submit a written request for an extension of the Abatement Period to Landlord, who shall forward the request to the Board for approval. The Board's decision to grant or deny the extension shall be made in its sole and absolute discretion.

(iii) **Conditions to Abatement:** The abatement of Base Rent as provided herein is conditional upon Tenant's compliance with all other terms and conditions of this Lease. Should Tenant be in default of any term or condition of this Lease, other than those specifically waived herein, the abatement of Base Rent shall cease, and all deferred rents shall become immediately due and payable. The provision of rent abatement is conditioned upon Tenant's continued diligent efforts to obtain the

necessary permits and approvals without undue delay. Tenant agrees to maintain open and regular communication with Landlord regarding the progress of these efforts and to provide prompt notice of any significant developments in the permitting process. The rent abatement is granted with the expectation that Tenant will continue to act in good faith and with due diligence to resolve the permitting delays, facilitating the successful commencement of Tenant's business operations at the earliest possible date.

(b) No Waiver: The provisions of this clause are intended solely for the benefit of the Parties in recognition of the specific circumstances related to the Permit Delays and shall not be construed as a waiver by Landlord of any other rights under this Lease or of Tenant's obligations to comply with all requirements for obtaining necessary permits and approvals for the operation of Tenant's business at the Premises.

(c) Amendment to Lease: This clause constitutes an amendment to the Lease and, except as expressly modified or waived herein, all terms and conditions of the Lease shall remain in full force and effect.

**SIGNATURE PAGE TO 1st AMENDMENT TO LEASE
BY AND BETWEEN THE CRESCENT CITY HARBOR DISTRICT AND
PORT O'PINTS BREWING COMPANY, LLC**

TENANT:

Port O'Pints Brewing Company, LLC

By: _____
[Authorized Signatory]

Approved as to form:

By: _____
[Authorized Signatory]

LANDLORD:

Crescent City Harbor District:

By: _____
Tim Petrick, CEO/Harbormaster

Approved as to form:

By: _____
Ruben Duran, General Counsel



5. Communications and Reports

a. Grants Update

Public Comment?

**Creating Positive Social
& Environmental Impact**



Community System Solutions

4.16.24

GRANTS UPDATE

PRESENTED TO
CCHD BOARD OF COMMISSIONERS

AISLENE DELANE & MIKE BAHR

Crescent City Harbor District Grant Tracking Chart 4_16_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)	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	Updates on design alternatives presented to CA Dept. Fish and Wildlife, CA Coastal Commission, National Marine Fisheries Service on 4/10/24. Design process utilizing public comments and environmental review continuing.
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	Updates on design alternatives presented to CA Dept. Fish and Wildlife, CA Coastal Commission, National Marine Fisheries Service on 4/10/24. Design process utilizing public comments and environmental review continuing.
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	Awarded construction firm notified. Harbor staff reaching out to permitting agencies.
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 use being prepared and released. Vertical wall RFP received a response, currently being reviewing by staff.

Crescent City Harbor District Grant Tracking Chart 4_16_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	Del Norte Local Transportation Commission awarded contract to planning team. Engineering firm GHD beginning study. Next Quarterly Advisory Committee meeting in June.
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	Site location of buildings being determined with CCHD.
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
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%	Q1 2024	18 months	Project at 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%	Spring 2024	18 months	Project at CRC for review.
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
Port Infrastructure Development Grant (PIDP)	ODOT - Maritime Administration	Construction of Citizens Dock	\$10,000,000.00	\$8,500,000.00	\$1,500,000.00	May 10 2024	2Q 2024	Application to be submitted by 5/10/24.

Crescent City Harbor District Grant Tracking Chart 4_16_24

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	2Q 2024	4Q 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. Awaiting application release.
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.
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. Awaiting application release.



5. Communications and Reports

b. Comptroller Report

Public Comment?



COMPTROLLER'S
REPORT
APRIL 16, 2024
Board Meeting

CRESCENT CITY HARBOR DISTRICT
BALANCES REPORT
AS OF 04-12-2024

CCHD OPERATING	51,600
QBO PAYMENTS ACCOUNT	66,571
CCHD SAVINGS	5,021
RHV	500
BAYSIDE	500
LAIF	14,253
TOTAL	138,446
Less Uncleared Payments	(20,640)
ADJUSTED LIQUIDITY	117,806
AR PAYMENT INBOUND	12,149
AR CURRENT	22,067
AR PROPERTY TAXES	178,000
AR GRANTS RECEIVABLE	198,605
04-12-2023 WORKING BALANCE	528,628
AR PAYMENT INBOUND	12,149
AR CURRENT	22,067
AR PROPERTYT TAXES	178,000
AR GRANTS RECEIVABLE	198,605
AR HMPG GRANT BILLING	20,000
TOTAL RECEIVABLES	430,821
SETTLEMENT DUTRA: STOVER	601,000
SETTLEMENT DUTRA: MAPLES	150,000
SETTLEMENT DUTRA: LEMUS	101,000
SETTLEMENT DUTRA: MAPLES	655,000
TOTAL SETTLEMENT RECEIVABLES	1,507,000
LESS ALL AP 4/12/2024	(436,861)
WORKING BALANCE	1,070,139
MAIN LIABILITIES / DRIVER OF NEGATIVE CASH FLOW	
3 PAYROLLS	(120,000)
INSURANCE DOWN PAYMENT	(36,000)
REMAINING LIABILITIES	(156,000)
ESTIMATED ENDING BALANCE FY 2023-2024	
BANK BALANCES 06-30-2024	1,000,000

CRESCENT CITY HARBOR DISTRICT
FY 2024-2025 DRAFT BUDGET V6 APRIL 15, 2024

	Budget July 2024	Budget Aug 2024	Budget Sept 2024	Budget Oct 2024	Budget Nov 2024
Commercial Hoist Leases	13,000	13,000	13,000	13,000	13,000
Commercial Leases	25,000	25,000	28,500	28,500	28,500
Commercial Utilities	3,300	3,300	3,500	3,000	3,000
Poundage Fees	800	1,000	300	8,000	-
COMMERCIAL REVENUE	42,100	42,300	45,300	52,500	44,500
Slip Rentals: Monthly	3,705	3,705	3,705	3,705	3,705
Slip Rentals: Quarterly	5,418	5,418	2,322	5,418	5,418
Slip Rentals: Semi-Annually	7,646	6,372	2,124	1,699	5,522
Slip Rentals: Annual	2,498	14,438	21,254	17,769	43,178
TOTAL SLIP RENTALS	19,267	29,933	29,405	28,591	57,823
Slip Rentals: Dockwa Moorage	2,864	4,229	5,839	2,076	3,370
SLIP RENTAL / MOORAGE	22,131	34,162	35,244	30,667	61,193
MARINA SERVICES	11,705	9,635	8,635	13,135	10,635
GIFT SHOP	250	250	250	250	250
BAYSIDE RENTS & FEES	30,600	27,600	22,600	15,600	14,600
TOTAL OPERATING INCOME	126,053	143,880	141,434	140,743	189,001
Property Tax Proceeds	50,300	-	-	8,900	-
TOT Reimbursement	-	-	-	-	260,302
TAX PROCEEDS	50,300	-	-	8,900	260,302
ESTIMATED PERIOD REVENUE	176,353	143,880	141,434	149,643	449,303
ADVERTISING	300	300	300	300	300
AUTO EXPENSES	4,900	4,900	4,900	4,900	4,900
BANK FEES / SURCHARGES	900	900	900	900	900
CONTRIBUTIONS / DUES	-	-	11,000	-	-
CONTRACTORS OPERATIONS	12,453	9,353	9,153	9,353	9,353
INSURANCE POLICIES	19,539	23,447	23,447	23,447	23,447
LEGAL SERVICES	10,500	10,500	10,500	10,500	10,500
PROFESSIONAL FEES	5,000	5,000	5,000	5,000	5,000
GENERAL/OFFICE	7,470	7,470	7,470	7,470	7,470
REPAIRS / MAINTENANCE	3,200	3,200	3,200	3,200	3,200
SUPPLIES, MATERIALS & FUEL	3,500	3,500	3,500	3,500	3,500

CRESCENT CITY HARBOR DISTRICT
FY 2024-2025 DRAFT BUDGET V6 APRIL 15, 2024

	Budget July 2024	Budget Aug 2024	Budget Sept 2024	Budget Oct 2024	Budget Nov 2024
TRAVEL / TRAINING	1,200	1,200	1,250	1,000	1,400
UTILITIES	48,857	48,857	48,857	48,857	48,857
PAYROLL EXPENDITURES	141,800	141,800	141,800	141,800	141,800
EXPENSES NOT IN BUDGET	-	-	-	-	-
TOTAL EXPENDITURES	259,619	260,427	271,277	260,227	260,627
FORECASTED GAIN/LOSS	(83,266)	(116,547)	(129,843)	(110,584)	188,676
BAYSIDE NOTE PAYABLE	8,381	8,381	8,381	8,381	8,381
USDA LOAN PAYMENT	-	-	260,302	-	-
FB JUDGEMENT PAYMENT	-	-	-	-	-
FB SETTLEMENT PAYMENT	-	-	-	-	-
LESS TOTAL BALANCE SHEET ADJUSTMENTS	8,381	8,381	268,683	8,381	8,381
ADJUSTED BUDGET ESTIMATE W/OUT GRANTS	(91,647)	(124,928)	(398,526)	(118,965)	180,295
CCHD GRANT REVENUE INDIRECT COST / ADMIN	20,000	35,000	53,300	100,000	100,000
CCHD GRANT SERVICES REIMBURSED	15,000	15,000	15,000	15,000	15,000
TOTAL CCHD GRANT ADMIN & SERVICES INCOME	35,000	50,000	68,300	115,000	115,000
LESS CSS FEES NOT REIMBURSED BY GRANTS	2,500	2,500	2,500	2,500	2,500
LESS GRANT FINANCING FEES	-	-	-	5,000	6,500
LESS GRANT MATCH EXPENSES (Cash Only)	-	-	-	-	-
LESS GENERAL FUND GRANT EXPENSES	2,500	2,500	2,500	7,500	9,000
ADJUSTED CCHD GRANT ADMIN & SERVICES INCOME	32,500	47,500	65,800	107,500	106,000
TOTAL GRANT INCOME VENDOR REIMBURSEMENTS	385,000	561,000	739,751	1,188,000	1,210,000
LESS GRANT CONTRACT PURCHASES	(385,000)	(561,000)	(739,751)	(1,188,000)	(1,210,000)
BUDGET ESTIMATE WITH GRANTS INCLUDED	(59,147)	(77,428)	(332,726)	(11,465)	286,295
ESTIMATED CCHD \$ BALANCE	959,147	959,447	626,721	627,021	913,316
IF \$900,000 JULY 01, 2024 STARTING BALANCE	31-Jul	31-Aug	30-Sep	31-Oct	30-Nov

CRESCENT CITY HARBOR DISTRICT
FY 2024-2025 DRAFT BUDGET V6 APRIL 15, 2024

	Budget Dec 2024	Budget Jan 2025	Budget Feb 2025	Budget March 2025	Budget April 2025
Commercial Hoist Leases	13,000	17,500	17,500	17,500	17,500
Commercial Leases	28,500	28,500	28,500	28,500	28,500
Commercial Utilities	3,500	3,500	3,500	3,500	3,500
Poundage Fees	800	15,000	13,000	13,000	3,000
COMMERCIAL REVENUE	45,800	64,500	62,500	62,500	52,500
Slip Rentals: Monthly	3,705	3,705	3,705	3,705	3,705
Slip Rentals: Quarterly	2,322	5,418	5,418	2,322	5,418
Slip Rentals: Semi-Annually	6,796	7,646	6,372	2,124	4,673
Slip Rentals: Annual	31,094	85,619	16,067	12,614	18,144
TOTAL SLIP RENTALS	43,917	102,388	31,562	20,765	31,940
Slip Rentals: Dockwa Moorage	892	878	735	2,248	2,500
SLIP RENTAL / MOORAGE	44,809	103,266	32,297	23,013	34,440
MARINA SERVICES	10,905	11,005	11,485	12,685	11,285
GIFT SHOP	250	250	250	250	250
BAYSIDE RENTS & FEES	14,100	14,100	14,100	14,100	14,600
TOTAL OPERATING INCOME	159,781	295,509	152,194	133,313	145,015
Property Tax Proceeds	244,000	2,800	-	-	170,000
TOT Reimbursement	-	-	-	-	-
TAX PROCEEDS	244,000	2,800	-	-	170,000
ESTIMATED PERIOD REVENUE	403,781	298,309	152,194	133,313	315,015
ADVERTISING	300	300	300	300	1,500
AUTO EXPENSES	4,900	4,900	4,900	4,900	4,900
BANK FEES / SURCHARGES	900	900	900	900	900
CONTRIBUTIONS /DUES	-	-	700	7,500	-
CONTRACTORS OPERATIONS	9,353	9,353	9,353	9,353	9,353
INSURANCE POLICIES	23,447	23,447	23,447	23,447	23,447
LEGAL SERVICES	10,500	10,500	10,500	10,500	10,500
PROFESSIONAL FEES	5,000	5,000	5,000	24,000	5,000
GENERAL/OFFICE	7,470	7,470	7,470	7,470	7,470
REPAIRS / MAINTENANCE	3,200	3,200	3,200	3,200	3,200
SUPPLIES, MATERIALS & FUEL	3,500	3,500	3,500	3,500	3,500

CRESCENT CITY HARBOR DISTRICT
FY 2024-2025 DRAFT BUDGET V6 APRIL 15, 2024

	Budget Dec 2024	Budget Jan 2025	Budget Feb 2025	Budget March 2025	Budget April 2025
TRAVEL / TRAINING	1,000	2,500	3,000	1,000	1,250
UTILITIES	48,857	48,857	48,857	48,857	48,857
PAYROLL EXPENDITURES	141,800	141,800	141,800	141,800	141,800
EXPENSES NOT IN BUDGET	-	-	-	-	-
TOTAL EXPENDITURES	260,227	261,727	262,927	286,727	261,677
FORECASTED GAIN/LOSS	143,554	36,582	(110,733)	(153,414)	53,338
BAYSIDE NOTE PAYABLE	8,381	8,381	-	-	-
USDA LOAN PAYMENT	-	-	-	-	-
FB JUDGEMENT PAYMENT	-	183,000	-	-	-
FB SETTLEMENT PAYMENT	375,000	-	-	-	-
LESS TOTAL BALANCE SHEET ADJUSTMENTS	383,381	191,381	-	-	-
ADJUSTED BUDGET ESTIMATE W/OUT GRANTS	(239,827)	(154,799)	(110,733)	(153,414)	53,338
CCHD GRANT REVENUE INDIRECT COST / ADMIN	100,000	100,000	100,000	151,566	151,566
CCHD GRANT SERVICES REIMBURSED	15,000	15,000	15,000	15,000	15,000
TOTAL CCHD GRANT ADMIN & SERVICES INCOME	115,000	115,000	115,000	166,566	166,566
LESS CSS FEES NOT REIMBURSED BY GRANTS	2,500	2,500	2,500	2,500	2,500
LESS GRANT FINANCING FEES	7,500	5,000	6,500	5,000	5,000
LESS GRANT MATCH EXPENSES (Cash Only)	-	-	-	-	-
LESS GENERAL FUND GRANT EXPENSES	10,000	7,500	9,000	7,500	7,500
ADJUSTED CCHD GRANT ADMIN & SERVICES INCOME	105,000	107,500	106,000	159,066	159,066
TOTAL GRANT INCOME VENDOR REIMBURSEMENTS	1,210,000	1,210,000	1,210,000	1,041,566	110,000
LESS GRANT CONTRACT PURCHASES	(1,210,000)	(1,210,000)	(1,210,000)	(1,041,566)	(110,000)
BUDGET ESTIMATE WITH GRANTS INCLUDED	(134,827)	(47,299)	(4,733)	5,652	212,404
ESTIMATED CCHD \$ BALANCE	778,489	731,190	726,457	732,109	944,513
IF \$900,000 JULY 01, 2024 STARTING BALANCE	31-Dec	31-Jan	28-Feb	31-Mar	30-Apr

CRESCENT CITY HARBOR DISTRICT
FY 2024-2025 DRAFT BUDGET V6 APRIL 15, 2024

	Budget May 2025	Budget June 2025	TOTAL FY 2024-2025
Commercial Hoist Leases	17,500	17,500	183,000
Commercial Leases	28,500	28,500	335,000
Commercial Utilities	3,500	3,500	40,600
Poundage Fees	10,000	10,000	74,900
COMMERCIAL REVENUE	59,500	59,500	633,500
Slip Rentals: Monthly	3,705	3,705	44,460
Slip Rentals: Quarterly	5,418	2,322	52,632
Slip Rentals: Semi-Annually	5,522	6,796	63,292
Slip Rentals: Annual	22,538	17,779	302,992
TOTAL SLIP RENTALS	37,183	30,602	463,376
Slip Rentals: Dockwa Moorage	2,500	2,500	30,631
SLIP RENTAL / MOORAGE	39,683	33,102	494,007
MARINA SERVICES	12,955	11,885	135,950
GIFT SHOP	250	250	3,000
BAYSIDE RENTS & FEES	17,100	17,600	216,700
TOTAL OPERATING INCOME	166,671	152,939	1,946,533
Property Tax Proceeds	-	-	476,000
TOT Reimbursement	-	-	260,302
TAX PROCEEDS	-	-	736,302
ESTIMATED PERIOD REVENUE	166,671	152,939	2,682,835
ADVERTISING	300	300	4,800
AUTO EXPENSES	4,900	4,900	58,800
BANK FEES / SURCHARGES	900	900	10,800
CONTRIBUTIONS /DUES		-	19,200
CONTRACTORS OPERATIONS	9,353	9,353	115,136
INSURANCE POLICIES	23,447	23,447	277,454
LEGAL SERVICES	10,500	10,500	126,000
PROFESSIONAL FEES	5,000	5,000	79,000
GENERAL/OFFICE	7,470	7,470	89,640
REPAIRS / MAINTENANCE	3,200	3,200	38,400
SUPPLIES, MATERIALS & FUEL	3,500	3,500	30,000

CRESCENT CITY HARBOR DISTRICT
 FY 2024-2025 DRAFT BUDGET V6 APRIL 15, 2024

	Budget May 2025	Budget June 2025	TOTAL FY 2024-2025
TRAVEL / TRAINING	2,000	1,200	18,000
UTILITIES	48,857	48,857	586,286
PAYROLL EXPENDITURES	141,800	141,800	1,701,600
EXPENSES NOT IN BUDGET	-	-	-
TOTAL EXPENDITURES	261,227	260,427	3,155,116
FORECASTED GAIN/LOSS	(94,556)	(107,488)	(472,281)
BAYSIDE NOTE PAYABLE	-	-	58,667
USDA LOAN PAYMENT	-	-	260,302
FB JUDGEMENT PAYMENT	-	-	183,000
FB SETTLEMENT PAYMENT	-	-	375,000
LESS TOTAL BALANCE SHEET ADJUSTMENTS	-	-	876,969
ADJUSTED BUDGET ESTIMATE W/OUT GRANTS	(94,556)	(107,488)	(1,349,250)
CCHD GRANT REVENUE INDIRECT COST / ADMIN	151,566	151,566	1,214,564
CCHD GRANT SERVICES REIMBURSED	15,000	15,000	180,000
TOTAL CCHD GRANT ADMIN & SERVICES INCOME	166,566	166,566	1,394,564
LESS CSS FEES NOT REIMBURSED BY GRANTS	2,500	2,500	30,000
LESS GRANT FINANCING FEES	-	-	40,500
LESS GRANT MATCH EXPENSES (Cash Only)	-	-	-
LESS GENERAL FUND GRANT EXPENSES	2,500	2,500	70,500
ADJUSTED CCHD GRANT ADMIN & SERVICES INCOME	164,066	164,066	1,324,064
TOTAL GRANT INCOME VENDOR REIMBURSEMENTS	50,000	59,500	8,974,817
LESS GRANT CONTRACT PURCHASES	(50,000)	(59,500)	(8,974,817)
BUDGET ESTIMATE WITH GRANTS INCLUDED	69,510	56,578	(25,186)
ESTIMATED CCHD \$ BALANCE	1,014,023	1,070,601	1,045,415
IF \$900,000 JULY 01, 2024 STARTING BALANCE	31-May	30-Jun	ENDING BALANCE

CRESCENT CITY HARBOR DISTRICT
FY 2024-2025 DRAFT BUDGET V6 APRIL 15, 2024

	Budget July 2024	Budget Aug 2024	Budget Sept 2024	Budget Oct 2024	Budget Nov 2024
Commercial Hoist Leases	13,000	13,000	13,000	13,000	13,000
Commercial Leases	25,000	25,000	28,500	28,500	28,500
Commercial Utilities	3,300	3,300	3,500	3,000	3,000
Poundage Fees	800	1,000	300	8,000	-
COMMERCIAL REVENUE	42,100	42,300	45,300	52,500	44,500
Slip Rentals: Monthly	3,705	3,705	3,705	3,705	3,705
Slip Rentals: Quarterly	5,418	5,418	2,322	5,418	5,418
Slip Rentals: Semi-Annually	7,646	6,372	2,124	1,699	5,522
Slip Rentals: Annual	2,498	14,438	21,254	17,769	43,178
TOTAL SLIP RENTALS	19,267	29,933	29,405	28,591	57,823
Slip Rentals: Dockwa Moorage	2,864	4,229	5,839	2,076	3,370
SLIP RENTAL / MOORAGE	22,131	34,162	35,244	30,667	61,193
Event Rentals	-	-	-	-	-
Fees & Sales Additional	-	-	-	-	-
Key Fob Sales	105	35	35	35	35
Late Payment Fee	200	200	200	200	200
Launch Permit Fees	1,500	1,000	-	2,500	-
Live-a-Board Fees	400	400	400	400	400
Mobile Crane Rental	1,500	-	-	1,000	1,000
No Insurance Fee	4,000	4,000	4,000	4,000	4,000
Permits Fish Sales	-	-	-	-	-
Storage Revenue	2,000	2,000	2,000	2,000	2,000
Surcharge / Admin Fee	500	500	500	500	500
Utilities Marina	1,500	1,500	1,500	2,500	2,500
Work Dock Use	-	-	-	-	-
MARINA SERVICES	11,705	9,635	8,635	13,135	10,635
GIFT SHOP	250	250	250	250	250

CRESCENT CITY HARBOR DISTRICT
FY 2024-2025 DRAFT BUDGET V6 APRIL 15, 2024

	Budget July 2024	Budget Aug 2024	Budget Sept 2024	Budget Oct 2024	Budget Nov 2024
BAYSIDE RENTS & FEES	30,600	27,600	22,600	15,600	14,600
TOTAL OPERATING INCOME	126,053	143,880	141,434	140,743	189,001
Property Tax Proceeds	50,300	-	-	8,900	-
TOT Reimbursement	-	-	-	-	260,302
TAX PROCEEDS	50,300	-	-	8,900	260,302
ESTIMATED PERIOD REVENUE	176,353	143,880	141,434	149,643	449,303
Ads and Notices	300	300	300	300	300
Events	-	-	-	-	-
ADVERTISING	300	300	300	300	300
Fuel Expenses (Security)	1,200	1,200	1,200	1,200	1,200
Maintenance and Repair	200	200	200	200	200
Truck Leases/Auto Exp	3,500	3,500	3,500	3,500	3,500
AUTO EXPENSES	4,900	4,900	4,900	4,900	4,900
Bank Fees	150	150	150	150	150
QBO Merchant Fees	750	750	750	750	750
BANK FEES / SURCHARGES	900	900	900	900	900
CONTRIBUTIONS /DUES	-	-	11,000	-	-
Contractors 1099	300	300	300	300	300
Communications, Website, Social Media	1,000	1,000	1,000	1,000	1,000
Landscaping Harbor	6,000	6,000	6,000	6,000	6,000
Landscaping Bayside	900	900	900	900	900
Portable Toilets	3,000	-	-	200	200
Removal of Oil & Hazardous Materials	500	400	200	200	200
Security Alarms & Monitoring	133	133	133	133	133
Security Cameras	120	120	120	120	120
Additional Services	500	500	500	500	500

CRESCENT CITY HARBOR DISTRICT
FY 2024-2025 DRAFT BUDGET V6 APRIL 15, 2024

	Budget July 2024	Budget Aug 2024	Budget Sept 2024	Budget Oct 2024	Budget Nov 2024
CONTRACTORS OPERATIONS	12,453	9,353	9,153	9,353	9,353
Auto Insurance	245	294	294	294	294
Liability & Property Policies	10,100	12,120	12,120	12,120	12,120
Workers Comp	7,270	8,724	8,724	8,724	8,724
Business Insurance	1,924	2,309	2,309	2,309	2,309
INSURANCE POLICIES	19,539	23,447	23,447	23,447	23,447
Legal Fashion Blacksmith	-	-	-	-	-
Legal General Counsel	3,000	3,000	3,000	3,000	3,000
Legal REC Solar Panels / Solar PPA	3,000	3,000	3,000	3,000	3,000
Legal South Beach RV	2,500	2,500	2,500	2,500	2,500
Legal PRI / Additional	1,500	1,500	1,500	1,500	1,500
Legal Reimbursements	500	500	500	500	500
Legal Non-Attorney Dutra	-	-	-	-	-
LEGAL SERVICES	10,500	10,500	10,500	10,500	10,500
Accounting/Auditing	2,000	2,000	2,000	2,000	2,000
Dredging / Beneficial Use Permit	1,000	1,000	1,000	1,000	1,000
IT Services Support Services & Security	2,000	2,000	2,000	2,000	2,000
PROFESSIONAL FEES	5,000	5,000	5,000	5,000	5,000
Office Equipment Leases	700	700	700	700	700
Office Expenses	2,500	2,500	2,500	2,500	2,500
Permits / Licenses	500	500	500	500	500
Subscriptions & Software	2,500	2,500	2,500	2,500	2,500
Uniform Expenses	650	650	650	650	650
Website & Hosting Expenses	250	250	250	250	250
Refunds / Adjustments	70	70	70	70	70
Meals & Entertainment	150	150	150	150	150
Recruitment Expense	100	100	100	100	100

CRESCENT CITY HARBOR DISTRICT
 FY 2024-2025 DRAFT BUDGET V6 APRIL 15, 2024

	Budget July 2024	Budget Aug 2024	Budget Sept 2024	Budget Oct 2024	Budget Nov 2024
Taxes and License	50	50	50	50	50
GENERAL/OFFICE	7,470	7,470	7,470	7,470	7,470
Operations Purchases	200	200	200	200	200
Repairs General	3,000	3,000	3,000	3,000	3,000
REPAIRS / MAINTENANCE	3,200	3,200	3,200	3,200	3,200
Maintenance Supplies / Materials	1,000	1,000	1,000	1,000	1,000
Operations Supplies / Materials	500	500	500	500	500
Fuel Expense Maintenance	2,000	2,000	2,000	2,000	2,000
SUPPLIES, MATERIALS & FUEL	3,500	3,500	3,500	3,500	3,500
TRAVEL / TRAINING	1,200	1,200	1,250	1,000	1,400
Electric	20,140	20,140	20,140	20,140	20,140
Propane	543	543	543	543	543
Solar (Credit Asset)	8,000	8,000	8,000	8,000	8,000
Telephone	702	702	702	702	702
Water & Sewer Service	3,615	3,615	3,615	3,615	3,615
Trash & Recycle	13,227	13,227	13,227	13,227	13,227
WI-FI / Internet Services	2,631	2,631	2,631	2,631	2,631
UTILITIES	48,857	48,857	48,857	48,857	48,857
5001 Payroll Expenses	98,000	98,000	98,000	98,000	98,000
5002 Payroll Benefits	42,000	42,000	42,000	42,000	42,000
5003 HR/Payroll Services Expenses	1,800	1,800	1,800	1,800	1,800
PAYROLL EXPENDITURES	141,800	141,800	141,800	141,800	141,800
Dredging	-	-	-	-	-
Investment: Bayside	-	-	-	-	-
Investment: RHV	-	-	-	-	-
Investment: Fashion	-	-	-	-	-

CRESCENT CITY HARBOR DISTRICT
FY 2024-2025 DRAFT BUDGET V6 APRIL 15, 2024

	Budget July 2024	Budget Aug 2024	Budget Sept 2024	Budget Oct 2024	Budget Nov 2024
Investment: Other New Business	-	-	-	-	-
EXPENSES NOT IN BUDGET	-	-	-	-	-
TOTAL EXPENDITURES	259,619	260,427	271,277	260,227	260,627
FORECASTED GAIN/LOSS	(83,266)	(116,547)	(129,843)	(110,584)	188,676
BAYSIDE NOTE PAYABLE	8,381	8,381	8,381	8,381	8,381
USDA LOAN PAYMENT	-	-	260,302	-	-
FB JUDGEMENT PAYMENT	-	-	-	-	-
FB SETTLEMENT PAYMENT	-	-	-	-	-
LESS TOTAL BALANCE SHEET ADJUSTMENTS	8,381	8,381	268,683	8,381	8,381
ADJUSTED BUDGET ESTIMATE W/OUT GRANTS	(91,647)	(124,928)	(398,526)	(118,965)	180,295
CCHD GRANT REVENUE INDIRECT COST / ADMIN	20,000	35,000	53,300	100,000	100,000
CCHD GRANT SERVICES REIMBURSED	15,000	15,000	15,000	15,000	15,000
TOTAL CCHD GRANT ADMIN & SERVICES INCOME	35,000	50,000	68,300	115,000	115,000
LESS CSS FEES NOT REIMBURSED BY GRANTS	2,500	2,500	2,500	2,500	2,500
LESS GRANT FINANCING FEES	-	-	-	5,000	6,500
LESS GRANT MATCH EXPENSES (Cash Only)	-	-	-	-	-
LESS GENERAL FUND GRANT EXPENSES	2,500	2,500	2,500	7,500	9,000
ADJUSTED CCHD GRANT ADMIN & SERVICES INCOME	32,500	47,500	65,800	107,500	106,000
CSS Contract Grant Reimbursement	15,000	15,000	15,000	15,000	15,000
CA Coastal Conservancy: Citizen's Dock Design	82,500	93,500	93,451	-	-
CA Coastal Conservancy: South Beach Restroom Design & Build	110,000	110,000	13,800	-	-
Cal-OES / FEMA: Planning NEPA/CEQA	82,500	82,500	82,500	88,000	110,000
ODOT-Maritime Administration PIDP: Seawall Design & Build	95,000	260,000	535,000	1,085,000	1,085,000
TOTAL GRANT INCOME VENDOR REIMBURSEMENTS	385,000	561,000	739,751	1,188,000	1,210,000
CSS Contract Grant Reimbursement	15,000	15,000	15,000	15,000	15,000
CA Coastal Conservancy: Citizen's Dock Design	82,500	93,500	93,451	-	-

CRESCENT CITY HARBOR DISTRICT
 FY 2024-2025 DRAFT BUDGET V6 APRIL 15, 2024

	Budget July 2024	Budget Aug 2024	Budget Sept 2024	Budget Oct 2024	Budget Nov 2024
CA Coastal Consevancy: South Beach Restroom Design & Build	110,000	110,000	13,800	-	-
Cal-OES / FEMA: Planning NEPA/CEQA	82,500	82,500	82,500	88,000	110,000
ODOT-Maritime Administration PIDP: Seawall Design & Build	95,000	260,000	535,000	1,085,000	1,085,000
LESS GRANT CONTRACT PURCHASES	(385,000)	(561,000)	(739,751)	(1,188,000)	(1,210,000)
BUDGET ESTIMATE WITH GRANTS INCLUDED	(59,147)	(77,428)	(332,726)	(11,465)	286,295
ESTIMATED CCHD \$ BALANCE	959,147	959,447	626,721	627,021	913,316
IF \$900,000 JULY 01, 2024 STARTING BALANCE	31-Jul	31-Aug	30-Sep	31-Oct	30-Nov

CRESCENT CITY HARBOR DISTRICT
FY 2024-2025 DRAFT BUDGET V6 APRIL 15, 2024

	Budget Dec 2024	Budget Jan 2025	Budget Feb 2025	Budget March 2025	Budget April 2025
Commercial Hoist Leases	13,000	17,500	17,500	17,500	17,500
Commercial Leases	28,500	28,500	28,500	28,500	28,500
Commercial Utilities	3,500	3,500	3,500	3,500	3,500
Poundage Fees	800	15,000	13,000	13,000	3,000
COMMERCIAL REVENUE	45,800	64,500	62,500	62,500	52,500
Slip Rentals: Monthly	3,705	3,705	3,705	3,705	3,705
Slip Rentals: Quarterly	2,322	5,418	5,418	2,322	5,418
Slip Rentals: Semi-Annually	6,796	7,646	6,372	2,124	4,673
Slip Rentals: Annual	31,094	85,619	16,067	12,614	18,144
TOTAL SLIP RENTALS	43,917	102,388	31,562	20,765	31,940
Slip Rentals: Dockwa Moorage	892	878	735	2,248	2,500
SLIP RENTAL / MOORAGE	44,809	103,266	32,297	23,013	34,440
Event Rentals	-	-	-	-	-
Fees & Sales Additional	-	-	-	-	-
Key Fob Sales	105	105	35	35	35
Late Payment Fee	200	200	200	200	200
Launch Permit Fees	200	800	700	400	400
Live-a-Board Fees	400	400	400	400	400
Mobile Crane Rental	1,000	-	-	1,000	100
No Insurance Fee	4,000	4,000	4,000	4,000	4,000
Permits Fish Sales	-	-	150	150	150
Storage Revenue	2,000	2,000	2,000	2,000	2,000
Surcharge / Admin Fee	500	500	500	500	500
Utilities Marina	2,500	3,000	3,500	4,000	3,500
Work Dock Use	-	-	-	-	-
MARINA SERVICES	10,905	11,005	11,485	12,685	11,285
GIFT SHOP	250	250	250	250	250

CRESCENT CITY HARBOR DISTRICT
FY 2024-2025 DRAFT BUDGET V6 APRIL 15, 2024

	Budget Dec 2024	Budget Jan 2025	Budget Feb 2025	Budget March 2025	Budget April 2025
BAYSIDE RENTS & FEES	14,100	14,100	14,100	14,100	14,600
TOTAL OPERATING INCOME	159,781	295,509	152,194	133,313	145,015
Property Tax Proceeds	244,000	2,800	-	-	170,000
TOT Reimbursement	-	-	-	-	-
TAX PROCEEDS	244,000	2,800	-	-	170,000
ESTIMATED PERIOD REVENUE	403,781	298,309	152,194	133,313	315,015
Ads and Notices	300	300	300	300	300
Events	-	-	-	-	1,200
ADVERTISING	300	300	300	300	1,500
Fuel Expenses (Security)	1,200	1,200	1,200	1,200	1,200
Maintenance and Repair	200	200	200	200	200
Truck Leases/Auto Exp	3,500	3,500	3,500	3,500	3,500
AUTO EXPENSES	4,900	4,900	4,900	4,900	4,900
Bank Fees	150	150	150	150	150
QBO Merchant Fees	750	750	750	750	750
BANK FEES / SURCHARGES	900	900	900	900	900
CONTRIBUTIONS /DUES	-	-	700	7,500	-
Contractors 1099	300	300	300	300	300
Communications, Website, Social Media	1,000	1,000	1,000	1,000	1,000
Landscaping Harbor	6,000	6,000	6,000	6,000	6,000
Landscaping Bayside	900	900	900	900	900
Portable Toilets	200	200	200	200	200
Removal of Oil & Hazardous Materials	200	200	200	200	200
Security Alarms & Monitoring	133	133	133	133	133
Security Cameras	120	120	120	120	120
Additional Services	500	500	500	500	500

CRESCENT CITY HARBOR DISTRICT
FY 2024-2025 DRAFT BUDGET V6 APRIL 15, 2024

	Budget Dec 2024	Budget Jan 2025	Budget Feb 2025	Budget March 2025	Budget April 2025
CONTRACTORS OPERATIONS	9,353	9,353	9,353	9,353	9,353
Auto Insurance	294	294	294	294	294
Liability & Property Policies	12,120	12,120	12,120	12,120	12,120
Workers Comp	8,724	8,724	8,724	8,724	8,724
Business Insurance	2,309	2,309	2,309	2,309	2,309
INSURANCE POLICIES	23,447	23,447	23,447	23,447	23,447
Legal Fashion Blacksmith	-	-	-	-	-
Legal General Counsel	3,000	3,000	3,000	3,000	3,000
Legal REC Solar Panels / Solar PPA	3,000	3,000	3,000	3,000	3,000
Legal South Beach RV	2,500	2,500	2,500	2,500	2,500
Legal PRI / Additional	1,500	1,500	1,500	1,500	1,500
Legal Reimbursements	500	500	500	500	500
Legal Non-Attorney Dutra	-	-	-	-	-
LEGAL SERVICES	10,500	10,500	10,500	10,500	10,500
Accounting/Auditing	2,000	2,000	2,000	21,000	2,000
Dredging / Beneficial Use Permit	1,000	1,000	1,000	1,000	1,000
IT Services Support Services & Security	2,000	2,000	2,000	2,000	2,000
PROFESSIONAL FEES	5,000	5,000	5,000	24,000	5,000
Office Equipment Leases	700	700	700	700	700
Office Expenses	2,500	2,500	2,500	2,500	2,500
Permits / Licenses	500	500	500	500	500
Subscriptions & Software	2,500	2,500	2,500	2,500	2,500
Uniform Expenses	650	650	650	650	650
Website & Hosting Expenses	250	250	250	250	250
Refunds / Adjustments	70	70	70	70	70
Meals & Entertainment	150	150	150	150	150
Recruitment Expense	100	100	100	100	100

CRESCENT CITY HARBOR DISTRICT
FY 2024-2025 DRAFT BUDGET V6 APRIL 15, 2024

	Budget Dec 2024	Budget Jan 2025	Budget Feb 2025	Budget March 2025	Budget April 2025
Taxes and License	50	50	50	50	50
GENERAL/OFFICE	7,470	7,470	7,470	7,470	7,470
Operations Purchases	200	200	200	200	200
Repairs General	3,000	3,000	3,000	3,000	3,000
REPAIRS / MAINTENANCE	3,200	3,200	3,200	3,200	3,200
Maintenance Supplies / Materials	1,000	1,000	1,000	1,000	1,000
Operations Supplies / Materials	500	500	500	500	500
Fuel Expense Maintenance	2,000	2,000	2,000	2,000	2,000
SUPPLIES, MATERIALS & FUEL	3,500	3,500	3,500	3,500	3,500
TRAVEL / TRAINING	1,000	2,500	3,000	1,000	1,250
Electric	20,140	20,140	20,140	20,140	20,140
Propane	543	543	543	543	543
Solar (Credit Asset)	8,000	8,000	8,000	8,000	8,000
Telephone	702	702	702	702	702
Water & Sewer Service	3,615	3,615	3,615	3,615	3,615
Trash & Recycle	13,227	13,227	13,227	13,227	13,227
WI-FI / Internet Services	2,631	2,631	2,631	2,631	2,631
UTILITIES	48,857	48,857	48,857	48,857	48,857
5001 Payroll Expenses	98,000	98,000	98,000	98,000	98,000
5002 Payroll Benefits	42,000	42,000	42,000	42,000	42,000
5003 HR/Payroll Services Expenses	1,800	1,800	1,800	1,800	1,800
PAYROLL EXPENDITURES	141,800	141,800	141,800	141,800	141,800
Dredging		-	-	-	-
Investment: Bayside	-	-	-	-	-
Investment: RHV	-	-	-	-	-
Investment: Fashion	-	-	-	-	-

CRESCENT CITY HARBOR DISTRICT
FY 2024-2025 DRAFT BUDGET V6 APRIL 15, 2024

	Budget Dec 2024	Budget Jan 2025	Budget Feb 2025	Budget March 2025	Budget April 2025
Investment: Other New Business	-	-	-	-	-
EXPENSES NOT IN BUDGET	-	-	-	-	-
TOTAL EXPENDITURES	260,227	261,727	262,927	286,727	261,677
FORECASTED GAIN/LOSS	143,554	36,582	(110,733)	(153,414)	53,338
BAYSIDE NOTE PAYABLE	8,381	8,381	-	-	-
USDA LOAN PAYMENT	-	-	-	-	-
FB JUDGEMENT PAYMENT	-	183,000	-	-	-
FB SETTLEMENT PAYMENT	375,000	-	-	-	-
LESS TOTAL BALANCE SHEET ADJUSTMENTS	383,381	191,381	-	-	-
ADJUSTED BUDGET ESTIMATE W/OUT GRANTS	(239,827)	(154,799)	(110,733)	(153,414)	53,338
CCHD GRANT REVENUE INDIRECT COST / ADMIN	100,000	100,000	100,000	151,566	151,566
CCHD GRANT SERVICES REIMBURSED	15,000	15,000	15,000	15,000	15,000
TOTAL CCHD GRANT ADMIN & SERVICES INCOME	115,000	115,000	115,000	166,566	166,566
LESS CSS FEES NOT REIMBURSED BY GRANTS	2,500	2,500	2,500	2,500	2,500
LESS GRANT FINANCING FEES	7,500	5,000	6,500	5,000	5,000
LESS GRANT MATCH EXPENSES (Cash Only)	-	-	-	-	-
LESS GENERAL FUND GRANT EXPENSES	10,000	7,500	9,000	7,500	7,500
ADJUSTED CCHD GRANT ADMIN & SERVICES INCOME	105,000	107,500	106,000	159,066	159,066
CSS Contract Grant Reimbursement	15,000	15,000	15,000	15,000	15,000
CA Coastal Conservancy: Citizen's Dock Design	-	-	-	-	-
CA Coastal Conservancy: South Beach Restroom Design & Build	-	-	-	-	-
Cal-OES / FEMA: Planning NEPA/CEQA	110,000	110,000	110,000	110,000	95,000
ODOT-Maritime Administration PIDP: Seawall Design & Build	1,085,000	1,085,000	1,085,000	916,566	-
TOTAL GRANT INCOME VENDOR REIMBURSEMENTS	1,210,000	1,210,000	1,210,000	1,041,566	110,000
CSS Contract Grant Reimbursement	15,000	15,000	15,000	15,000	15,000
CA Coastal Conservancy: Citizen's Dock Design	-	-	-	-	-

CRESCENT CITY HARBOR DISTRICT
 FY 2024-2025 DRAFT BUDGET V6 APRIL 15, 2024

	Budget Dec 2024	Budget Jan 2025	Budget Feb 2025	Budget March 2025	Budget April 2025
CA Coastal Consevancy: South Beach Restroom Design & Build	-	-	-	-	-
Cal-OES / FEMA: Planning NEPA/CEQA	110,000	110,000	110,000	110,000	95,000
ODOT-Maritime Administration PIDP: Seawall Design & Build	1,085,000	1,085,000	1,085,000	916,566	-
LESS GRANT CONTRACT PURCHASES	(1,210,000)	(1,210,000)	(1,210,000)	(1,041,566)	(110,000)
BUDGET ESTIMATE WITH GRANTS INCLUDED	(134,827)	(47,299)	(4,733)	5,652	212,404
ESTIMATED CCHD \$ BALANCE	778,489	731,190	726,457	732,109	944,513
IF \$900,000 JULY 01, 2024 STARTING BALANCE	31-Dec	31-Jan	28-Feb	31-Mar	30-Apr

CRESCENT CITY HARBOR DISTRICT
 FY 2024-2025 DRAFT BUDGET V6 APRIL 15, 2024

	Budget May 2025	Budget June 2025	TOTAL FY 2024-2025
Commercial Hoist Leases	17,500	17,500	183,000
Commercial Leases	28,500	28,500	335,000
Commercial Utilities	3,500	3,500	40,600
Poundage Fees	10,000	10,000	74,900
COMMERCIAL REVENUE	59,500	59,500	633,500
Slip Rentals: Monthly	3,705	3,705	44,460
Slip Rentals: Quarterly	5,418	2,322	52,632
Slip Rentals: Semi-Annually	5,522	6,796	63,292
Slip Rentals: Annual	22,538	17,779	302,992
TOTAL SLIP RENTALS	37,183	30,602	463,376
Slip Rentals: Dockwa Moorage	2,500	2,500	30,631
SLIP RENTAL / MOORAGE	39,683	33,102	494,007
Event Rentals	-	-	-
Fees & Sales Additional	-	-	-
Key Fob Sales	105	35	700
Late Payment Fee	200	200	2,400
Launch Permit Fees	2,000	2,000	11,500
Live-a-Board Fees	400	400	4,800
Mobile Crane Rental	100	100	5,800
No Insurance Fee	4,000	4,000	48,000
Permits Fish Sales	150	150	750
Storage Revenue	2,000	2,000	24,000
Surcharge / Admin Fee	500	500	6,000
Utilities Marina	3,500	2,500	32,000
Work Dock Use	-	-	-
MARINA SERVICES	12,955	11,885	135,950
GIFT SHOP	250	250	3,000

CRESCENT CITY HARBOR DISTRICT
 FY 2024-2025 DRAFT BUDGET V6 APRIL 15, 2024

	Budget May 2025	Budget June 2025	TOTAL FY 2024-2025
BAYSIDE RENTS & FEES	17,100	17,600	216,700
TOTAL OPERATING INCOME	166,671	152,939	1,946,533
Property Tax Proceeds	-	-	476,000
TOT Reimbursement	-	-	260,302
TAX PROCEEDS	-	-	736,302
ESTIMATED PERIOD REVENUE	166,671	152,939	2,682,835
Ads and Notices	300	300	3,600
Events	-	-	1,200
ADVERTISING	300	300	4,800
Fuel Expenses (Security)	1,200	1,200	14,400
Maintenance and Repair	200	200	2,400
Truck Leases/Auto Exp	3,500	3,500	42,000
AUTO EXPENSES	4,900	4,900	58,800
Bank Fees	150	150	1,800
QBO Merchant Fees	750	750	9,000
BANK FEES / SURCHARGES	900	900	10,800
CONTRIBUTIONS /DUES		-	19,200
Contractors 1099	300	300	3,600
Communications, Website, Social Media	1,000	1,000	12,000
Landscaping Harbor	6,000	6,000	72,000
Landscaping Bayside	900	900	10,800
Portable Toilets	200	200	4,800
Removal of Oil & Hazardous Materials	200	200	2,900
Security Alarms & Monitoring	133	133	1,596
Security Cameras	120	120	1,440
Additional Services	500	500	6,000

CRESCENT CITY HARBOR DISTRICT
FY 2024-2025 DRAFT BUDGET V6 APRIL 15, 2024

	Budget May 2025	Budget June 2025	TOTAL FY 2024-2025
CONTRACTORS OPERATIONS	9,353	9,353	115,136
Auto Insurance	294	294	3,479
Liability & Property Policies	12,120	12,120	143,420
Workers Comp	8,724	8,724	103,234
Business Insurance	2,309	2,309	27,321
INSURANCE POLICIES	23,447	23,447	277,454
Legal Fashion Blacksmith	-	-	-
Legal General Counsel	3,000	3,000	36,000
Legal REC Solar Panels / Solar PPA	3,000	3,000	36,000
Legal South Beach RV	2,500	2,500	30,000
Legal PRI / Additional	1,500	1,500	18,000
Legal Reimbursements	500	500	6,000
Legal Non-Attorney Dutra	-	-	-
LEGAL SERVICES	10,500	10,500	126,000
Accounting/Auditing	2,000	2,000	43,000
Dredging / Beneficial Use Permit	1,000	1,000	12,000
IT Services Support Services & Security	2,000	2,000	24,000
PROFESSIONAL FEES	5,000	5,000	79,000
Office Equipment Leases	700	700	8,400
Office Expenses	2,500	2,500	30,000
Permits / Licenses	500	500	6,000
Subscriptions & Software	2,500	2,500	30,000
Uniform Expenses	650	650	7,800
Website & Hosting Expenses	250	250	3,000
Refunds / Adjustments	70	70	840
Meals & Entertainment	150	150	1,800
Recruitment Expense	100	100	1,200

CRESCENT CITY HARBOR DISTRICT
FY 2024-2025 DRAFT BUDGET V6 APRIL 15, 2024

	Budget May 2025	Budget June 2025	TOTAL FY 2024-2025
Taxes and License	50	50	600
GENERAL/OFFICE	7,470	7,470	89,640
Operations Purchases	200	200	2,400
Repairs General	3,000	3,000	36,000
REPAIRS / MAINTENANCE	3,200	3,200	38,400
Maintenance Supplies / Materials	1,000	1,000	12,000
Operations Supplies / Materials	500	500	6,000
Fuel Expense Maintenance	2,000	2,000	24,000
SUPPLIES, MATERIALS & FUEL	3,500	3,500	30,000
TRAVEL / TRAINING	2,000	1,200	18,000
Electric	20,140	20,140	241,684
Propane	543	543	6,511
Solar (Credit Asset)	8,000	8,000	96,000
Telephone	702	702	8,421
Water & Sewer Service	3,615	3,615	43,378
Trash & Recycle	13,227	13,227	158,725
WI-FI / Internet Services	2,631	2,631	31,566
UTILITIES	48,857	48,857	586,286
5001 Payroll Expenses	98,000	98,000	1,176,000
5002 Payroll Benefits	42,000	42,000	504,000
5003 HR/Payroll Services Expenses	1,800	1,800	21,600
PAYROLL EXPENDITURES	141,800	141,800	1,701,600
Dredging	-	-	-
Investment: Bayside	-	-	-
Investment: RHV	-	-	-
Investment: Fashion	-	-	-

CRESCENT CITY HARBOR DISTRICT
FY 2024-2025 DRAFT BUDGET V6 APRIL 15, 2024

	Budget May 2025	Budget June 2025	TOTAL FY 2024-2025
Investment: Other New Business	-	-	-
EXPENSES NOT IN BUDGET	-	-	-
TOTAL EXPENDITURES	261,227	260,427	3,155,116
FORECASTED GAIN/LOSS	(94,556)	(107,488)	(472,281)
BAYSIDE NOTE PAYABLE	-	-	58,667
USDA LOAN PAYMENT	-	-	260,302
FB JUDGEMENT PAYMENT	-	-	183,000
FB SETTLEMENT PAYMENT	-	-	375,000
LESS TOTAL BALANCE SHEET ADJUSTMENTS	-	-	876,969
ADJUSTED BUDGET ESTIMATE W/OUT GRANTS	(94,556)	(107,488)	(1,349,250)
CCHD GRANT REVENUE INDIRECT COST / ADMIN	151,566	151,566	1,214,564
CCHD GRANT SERVICES REIMBURSED	15,000	15,000	180,000
TOTAL CCHD GRANT ADMIN & SERVICES INCOME	166,566	166,566	1,394,564
LESS CSS FEES NOT REIMBURSED BY GRANTS	2,500	2,500	30,000
LESS GRANT FINANCING FEES	-	-	40,500
LESS GRANT MATCH EXPENSES (Cash Only)	-	-	-
LESS GENERAL FUND GRANT EXPENSES	2,500	2,500	70,500
ADJUSTED CCHD GRANT ADMIN & SERVICES INCOME	164,066	164,066	1,324,064
CSS Contract Grant Reimbursement	15,000	15,000	180,000
CA Coastal Conservancy: Citizen's Dock Design	-	-	269,451
CA Coastal Conservancy: South Beach Restroom Design & Build	-	-	233,800
Cal-OES / FEMA: Planning NEPA/CEQA	35,000	44,500	1,060,000
ODOT-Maritime Administration PIDP: Seawall Design & Build	-	-	7,231,566
TOTAL GRANT INCOME VENDOR REIMBURSEMENTS	50,000	59,500	8,974,817
CSS Contract Grant Reimbursement	15,000	15,000	180,000
CA Coastal Conservancy: Citizen's Dock Design	-	-	269,451

CRESCENT CITY HARBOR DISTRICT
 FY 2024-2025 DRAFT BUDGET V6 APRIL 15, 2024

	Budget May 2025	Budget June 2025	TOTAL FY 2024-2025
CA Coastal Consequency: South Beach Restroom Design & Build	-	-	233,800
Cal-OES / FEMA: Planning NEPA/CEQA	35,000	44,500	1,060,000
ODOT-Maritime Administration PIDP: Seawall Design & Build	-	-	7,231,566
LESS GRANT CONTRACT PURCHASES	(50,000)	(59,500)	(8,974,817)
BUDGET ESTIMATE WITH GRANTS INCLUDED	69,510	56,578	(25,186)
ESTIMATED CCHD \$ BALANCE	1,014,023	1,070,601	1,045,415
IF \$900,000 JULY 01, 2024 STARTING BALANCE	31-May	30-Jun	ENDING BALANCE

CRESCENT CITY HARBOR DISTRICT
 REPORT ON WHALERS ISLAND LEASE BUYOUT
 HARBOR HOUSE EMPLOYEE HOUSING
 07-31-2023

Contractors Operations:Outside Services	\$	2,924.69
Legal & Professional Services:IT Services	\$	541.25
Office/General Operations:Office Expenses	\$	872.26
Repairs / Maintenance:Operations Purchases	\$	14,094.43
Utilities:Utilities Electric & Gas	\$	3,555.19
Utilities:Utilities Wifi	\$	489.28
OPERATING & REPAIRS	\$	22,477.10
LEASE-BUYOUT	\$	85,000.00
TOTAL FY 2022-2023 INVESTMENT	\$	107,477.10

BENEFITS
 Usable Asset
 Change of Use Not Required
 Residential Management
 Temporary Housing
 Payroll Wages & Tax Savings

Months to Return Acquisition Costs 35

	Mike	\$	1,000.00
	Janice	\$	600.00
	Thomas	\$	1,500.00
	TOTAL	\$	3,100.00

FY 2024-2025 COMPTROLLER RECOMMENDATIONS, 4/16/2024

GRANTS: REVENUE GENERATION

Work of Leadership Team to include reimbursable Grant Services. Ensure Success and Timely Completion of Grant Projects. Fully Support and Assist CSS Team Acquire New Grants and Manage Current Contracts

BUDGET / SPENDING

Adhere to Strict Spending / Budget Guidelines. Develop procedures for advance notice before Purchases are authorized for more than \$7000, for budgeting and cash flow.

BAYSIDE / RHV

Create revenue through existing permitted activities including RV Guest Rentals at Bayside, RV Dry Camping at RHV, Events - Proof of Concept at RHV

LEGISLATIVE ADVOCACY / COMMUNITY ORGANIZING & ENGAGEMENT

Create and implement legislative advocacy strategies at the State and National Level to support grant acquisition and special appropriations for Harbor District.

CREATE BANDWIDTH

Utilize Harbor Office Team to Create Bandwidth to take on additional responsibilities such as Events, Social Media, and Website Postings.

Utilize Outsourcing services, such as Ambit Tax Service to handle Back-Office Functions to create bandwidth for team and to support revenue growth and success. Ambit provides full end to end accounting and bookkeeping and "back-office" support services. Team is highly educated, accounting and bookkeeping specialist. Currently providing Accounts Payable, Account Reconciliation, Clean-Up and Corrections, Weekly Meetings, Journal Entries Upon Direction, Custom Reporting, Cost paid for through salary savings and savings from not having to pay benefits, approximately \$2,000 per month, for full time employees. Ambit has allowed Team to focus on Customer Service, Collections, Reporting, Training and taking on new responsibilities such as events, RV guest operations, Bayside Operations, and Posting materials on website.



Crescent City Harbor District

Income Statement Unaudited

July 2023 - March 2024

	JUL 2023	AUG 2023	SEP 2023	OCT 2023	NOV 2023	DEC 2023	JAN 2024	FEB 2024	MAR 2024	TOTAL
Income										
2400 COMMERCIAL REVENUE										\$0
2401 Commercial Fees Additional	-1,190	32				1,099	10,743		1,637	\$12,321
2402 Commercial Hoist Leases					11,020	11,020	13,020	13,020	13,020	\$61,100
2403 Commercial Leases	46,118	79,138	44,878	39,317	14,865	23,882	43,780	29,851	28,082	\$349,911
2404 Commercial Sales Leases & Concessions QBE	12,195						-12,195			\$0
2405 Rec RV Park Leases				0	0	0	0	1,414	4,300	\$5,714
2407 Commercial Utilities	3,651	4,349	3,799	1,786	963	3,483	8,882	3,449	2,648	\$33,010
2409 Freezer Rental	666	333	333	3,023	666	666	666	666	666	\$7,685
2410 Poundage Fees	780	1,024	298	8,459		802	50,828	13,351	13,795	\$89,336
Total 2400 COMMERCIAL REVENUE	62,220	84,876	49,308	52,585	27,514	40,952	115,723	61,751	64,148	\$559,076
2600 SERVICES & FEES	77,116	10,208		-87,323						\$0
2602 No Insurance Fee	550	1,000	1,650	13,250	2,905	2,852	4,110	4,680	4,680	\$35,677
2603 Fees & Sales Additional	0	127	1,999	18,067	2,360	-1,268	240			\$21,524
2604 Event Rentals				6,100						\$6,100
2605 Permits Fish Sales				625				150		\$775
2606 Key Fob Sales		50		280		245	42	105		\$722
2607 Late Payment Fee	175	175	175	3,615	705	935	745	690	210	\$7,425
2608 Launch Permit Fees	96	30		5,933		342	899	712	437	\$8,448
2609 Laundry Sales	3,318			2,823			1,383			\$7,524
2610 Live-a-Board Fees	300	300	400	2,750	300	800	640	720	720	\$6,930
2611 Mobile Crane Rental	300			2,763	2,120	450	132		1,336	\$7,101
2612 Storage Revenue	1,743	1,873	1,252	15,917	125	2,122	2,581	4,864	5,369	\$35,845
2613 Utilities Marina	1,855	232	1,868	2,937	-2,306	2,354	3,143	3,760	4,491	\$18,334
2614 Work Dock Use				32						\$32
2615 Surcharge / Admin Fee	175	110	95	80	190	90	570	660	570	\$2,540
2616 Harbor Fees Additional				1,120		1,786	1,518		590	\$5,014
Total 2600 SERVICES & FEES	85,628	14,104	7,438	-11,032	6,400	10,707	16,003	16,341	18,403	\$163,992
2650 DISCOUNTS/REFUND GIVEN ADJUSTMENTS	-200	2	-650		-684	-1,458			-2,898	\$ -5,889
2700 MOORAGE - SLIP RENTALS	18,345	19,073	47,148	172,789	64,734	17,295	72,680	38,962	42,353	\$493,378
2800 RV PARKS REVENUE OPERATIONS	15,671	18,563	1,573	1,648	22,046	19,430	21,306	20,004	19,547	\$139,789
3000 SALES OF PRODUCT REVENUE	1,213	2,387	941	2,204		130	128	70	173	\$7,246
3099 UNCATERGORIZED REVENUE			75,000	-75,000		0				\$0
Total Income	\$182,877	\$139,004	\$180,758	\$143,194	\$120,011	\$87,056	\$225,840	\$137,127	\$141,725	\$1,357,593
Cost of Goods Sold										
3100 COST OF GOODS SOLD		2,201		2,083		0	0	0		\$4,284
Total Cost of Goods Sold	\$0	\$2,201	\$0	\$2,083	\$0	\$0	\$0	\$0	\$0	\$4,284
GROSS PROFIT										



Crescent City Harbor District

Income Statement Unaudited

July 2023 - March 2024

	JUL 2023	AUG 2023	SEP 2023	OCT 2023	NOV 2023	DEC 2023	JAN 2024	FEB 2024	MAR 2024	TOTAL
Expenses										
3200 ADVERTISING										\$0
3201 Ads and Notices		291	300	204		300	435	560	766	\$2,856
3202 Events									4,384	\$4,384
Total 3200 ADVERTISING		291	300	204		300	435	560	5,150	\$7,240
3300 AUTO EXPENSES										\$0
3301 Fuel Expenses	1,028			142				1,032	608	\$2,810
3302 Maintenance and Repair	40	72	192	85	2,027	58	7	429	3,155	\$6,066
3303 Truck Leases/Auto Exp	3,509	3,509	3,509	3,509	3,509	3,509	3,509	3,509	3,509	\$31,584
Total 3300 AUTO EXPENSES	4,577	3,581	3,702	3,736	5,536	3,567	3,516	4,970	7,272	\$40,459
3400 BANK FEES / SURCHARGES										\$0
3401 Bank Fees	141	158	248	208	177	18	129	30	221	\$1,330
3402 Merchant Fees	167	1,951	1,258	1,551	2,815	2,392	616	1,144		\$11,895
3404 QuickBooks Payments Fees					14	403	633	1,203	856	\$3,109
Total 3400 BANK FEES / SURCHARGES	308	2,110	1,506	1,759	3,006	2,812	1,379	2,377	1,077	\$16,334
3500 DUES / CHARITABLE CONTRIBUTIONS		284	21,424	80	80	60	2,087	7,325	425	\$31,765
3600 CONTRACTORS OPERATIONS	11,691	11,086	-556	15,243	17,090	11,326	17,999	2,385	7,488	\$93,752
3700 INSURANCE POLICIES										\$0
3701 Auto Insurance		157	1,551	1,725	5,562		2,843	1,807	3,946	\$17,592
3702 Liability & Property Policies	18,396	19,845	6,474	34,718	36,984	6,474	15,209	30,262		\$168,362
3703 Workers Comp	2,333	2,189	5,843	491	1,793	2,248	2,568	-17,782	968	\$652
Total 3700 INSURANCE POLICIES	20,730	22,192	13,868	36,934	44,340	8,722	20,620	14,287	4,914	\$186,606
3800 INTEREST EXPENSE	21,646	11,825	179,459	11,582	7,767	3,488	8,339	7,848	8,436	\$260,391
3900 PROFESSIONAL FEES / CONSULTANTS										\$0
3901 Accounting					1,600	1,600	1,600	1,600	3,200	\$9,600
3902 Auditing						19,000				\$19,000
Total 3901 Accounting					1,600	20,600	1,600	1,600	3,200	\$28,600
3903 Attorney Professional Services Legal	2,294	33,004	-10,000	77,255	74,090	38,967	19,108	15,201	16,826	\$266,745
3904 Additional Non-Attorney	1,058	4,410	29,150	20,285	26,386	6,915	16,893	20,498	13,883	\$139,478
3905 Legal Reimbursements				1,108	62,412	282		216	3,316	\$67,334
Total 3903 Attorney Professional Services Legal	3,352	37,414	19,150	98,648	162,888	46,164	36,002	35,915	34,025	\$473,557
3906 Engineering	9,449		9,271	7,710	26,773		788	4,515	6,008	\$64,514
3908 IT Services	3,664	1,845	2,039	1,845	1,993	1,845	1,845	1,845	3,730	\$20,651
3909 IT Reimbursements								1,173	833	\$2,006
Total 3908 IT Services	3,664	1,845	2,039	1,845	1,993	1,845	1,845	3,018	4,563	\$22,657
3910 Permitting, Planning & PM	12,295	2,885	-9,445	12,295						\$18,030
Total 3900 PROFESSIONAL FEES / CONSULTANTS	28,760	42,144	21,015	120,498	193,255	68,609	40,234	45,048	47,796	\$607,358



Crescent City Harbor District

Income Statement Unaudited

July 2023 - March 2024

	JUL 2023	AUG 2023	SEP 2023	OCT 2023	NOV 2023	DEC 2023	JAN 2024	FEB 2024	MAR 2024	TOTAL
4000 OFFICE / GENERAL OPERATIONS										\$0
4001 Fuel Expense	361	1,579	934	1,478	1,787	875	705			\$7,718
4002 Office Equipment Leases	602	385		1,249	2,239	544	385	2,047	385	\$7,837
4003 Office Expenses	6,481	642	1,553	789	1,149	218	1,805	800	673	\$14,111
4004 Permits / Licenses	1,813	913	1,307	803	1,462	2,295	2,295	2,295	2,295	\$15,481
4006 Subscriptions & Software	139	139	1,419	2,054	2,432	3,427	1,352	854	1,000	\$12,817
4007 Uniform Expenses	328	287	153	468	945	1,885	260	409	309	\$5,043
4008 Website & Hosting Expenses		249	498	249		498	249	249	249	\$2,241
4020 Meals In-Town / Team Appreciation		0	-241	24	44	218				\$45
4025 Recruitment Expense		600		90	45	13				\$748
4026 Taxes and License				1,893						\$1,893
4027 Parking & Tolls					41					\$41
4028 Postage & Shipping								300		\$300
Total 4000 OFFICE / GENERAL OPERATIONS	9,724	4,794	5,622	9,097	10,144	9,974	7,052	6,954	4,912	\$68,274
5000 PAYROLL EXPENDITURES	111,485	125,500	71,161	138,606	111,786	118,443	116,168	105,406	102,079	\$1,000,633
5100 REPAIRS / MAINTENANCE										\$0
5101 Heavy Equipment Lease Payments		1,713	1,713	4,477	1,713	1,713	1,713	1,713	1,713	\$16,470
5102 Operations Purchases					2,534	386	82	11		\$3,013
5104 Repairs General	3,156		-329	3,824	13,177	4,684	12,112	912	1,774	\$39,310
Total 5100 REPAIRS / MAINTENANCE	3,156	1,713	1,384	8,301	17,424	6,783	13,907	2,636	3,488	\$58,793
5200 SUPPLIES, MATERIALS & FUEL										\$0
5201 Maintenance Supplies / Materials	2,275	1,437	2,691	2,758	1,998	879	67	2,057	1,330	\$15,493
5202 Operations Supplies / Materials					1,640	505	1,337	1,284	393	\$5,159
5203 Fuel Maintenance			-294	968	2,100	576	472	68	929	\$4,820
Total 5200 SUPPLIES, MATERIALS & FUEL	2,275	1,437	2,397	3,726	5,738	1,960	1,876	3,410	2,652	\$25,472
5300 TRAVEL / TRAINING	2,890		1,262	1,628	1,349	2,246	2,537	2,600	3,709	\$18,221
5500 UTILITIES										\$0
5501 Electricity	7,847	16,392	2,441	5,761	6,814	5,947	19,604	20,737	17,292	\$102,834
5502 Propane		1,640	1,104	1,160	1,546	1,625	572	705	1,852	\$10,203
5503 Telephone	1,203	963	709	1,605	1,887	876	1,194	876	876	\$10,191
5504 Water & Sewer Service	17,329	10,763	3,549	15,883	5,038	5,621	3,144		4,386	\$65,714
5505 Trash & Recycle		8,105	-9,567	17,332	9,692	6,613	18,071	13,179	10,623	\$74,047
5506 WI-FI / Internet Services	4,015	3,237	1,485	3,172	3,158	769	1,714	1,707	1,714	\$20,972
5507 Solar Energy					38,955	8,500	8,500	8,500	8,500	\$72,955
Total 5500 UTILITIES	30,395	41,100	-279	44,912	67,090	29,952	52,799	45,703	45,243	\$356,915
Total Expenses	\$247,635	\$268,058	\$322,266	\$396,306	\$484,606	\$268,243	\$288,947	\$251,510	\$244,640	\$2,772,211
NET OPERATING INCOME	\$ -64,758	\$ -131,255	\$ -141,507	\$ -255,196	\$ -364,595	\$ -181,188	\$ -63,107	\$ -114,383	\$ -102,914	\$ -1,418,903
Other Income										
5605 DONATIONS RECEIVED									300	\$300



Crescent City Harbor District

Income Statement Unaudited

July 2023 - March 2024

	JUL 2023	AUG 2023	SEP 2023	OCT 2023	NOV 2023	DEC 2023	JAN 2024	FEB 2024	MAR 2024	TOTAL
5700 GRANTS RECEIVED										\$0
5701 Citizens Dock Planning Grant Reimbursements										\$0
5702 CCHD Project Management & Admin				75,000		35,000			14,979	\$124,979
5703 Vendor Invoices Reimbursed						40,552			178,504	\$219,056
Total 5701 Citizens Dock Planning Grant Reimbursements				75,000		75,552			193,483	\$344,036
Total 5700 GRANTS RECEIVED				75,000		75,552			193,483	\$344,036
5800 INTEREST INCOME										\$0
5802 LAIF Investment Gain	6,448			4,185			2,987			\$13,620
Total 5800 INTEREST INCOME	6,448			4,185			2,987			\$13,620
5900 NON-OPERATING INCOME										\$0
5901 Harbor House Team Housing	3,100	3,100	3,100	3,100	3,100	3,100	3,100	3,100	3,100	\$27,900
5904 Settlements Awarded to District							100,000			\$100,000
Total 5900 NON-OPERATING INCOME	3,100	3,100	3,100	3,100	3,100	3,100	103,100	3,100	3,100	\$127,900
6000 TAX PROCEEDS										\$0
6001 Property Tax	50,255			8,895		244,073	2,815			\$306,036
6002 TOT Proceeds				520,606			8,170			\$528,775
Total 6000 TAX PROCEEDS	50,255			529,500		244,073	10,984			\$834,812
Total Other Income	\$59,803	\$3,100	\$3,100	\$611,786	\$3,100	\$322,725	\$117,071	\$3,100	\$196,883	\$1,320,668
Other Expenses										
6100 GRANT EXPENSES - NON-OPERATING										\$0
6101 Grant & Project Management	16,000	25,000	-3,500	28,500	8,000	4,000	4,000	0	0	\$82,000
6104 Citizens Dock Design Coastal						40,552		152,581	30,923	\$224,056
6106 FEMA HMGP South Beach Planning						2,780		10,000	10,000	\$22,780
Total 6100 GRANT EXPENSES - NON-OPERATING	16,000	25,000	-3,500	28,500	8,000	47,332	4,000	162,581	40,923	\$328,836
6500 DEPRECIATION				315,724	78,931	78,931	78,931	78,931	78,931	\$710,379
6600 ARBITRATION JUDGEMENT				1,940,178	-625,000					\$1,315,178
Total Other Expenses	\$16,000	\$25,000	\$ -3,500	\$2,284,402	\$ -538,069	\$126,263	\$82,931	\$241,512	\$119,854	\$2,354,393
NET OTHER INCOME	\$43,803	\$ -21,900	\$6,600	\$ -1,672,616	\$541,169	\$196,462	\$34,140	\$ -238,412	\$77,029	\$ -1,033,725
NET INCOME	\$ -20,955	\$ -153,155	\$ -134,907	\$ -1,927,812	\$176,573	\$15,274	\$ -28,967	\$ -352,795	\$ -25,885	\$ -2,452,629



Crescent City Harbor District

Draft Balance Sheet, Unaudited

As of March 31, 2024

	TOTAL
ASSETS	
Current Assets	
Bank Accounts	
1000 CASH AND INVESTMENTS	258,229
Total Bank Accounts	\$258,229
Accounts Receivable	
1100 ACCOUNTS RECEIVABLE	120,401
Total Accounts Receivable	\$120,401
Other Current Assets	
1200 OTHER CURRENT ASSETS	2,534,691
1250 UNDEPOSITED FUNDS	0
1300 INVENTORY	16,172
Total Other Current Assets	\$2,550,863
Total Current Assets	\$2,929,493
Fixed Assets	
1490 Land Cost	465,511
1500 Depreciable Assets	67,601,304
1580 Accumulated Depreciation	-44,277,459
Total Fixed Assets	\$23,789,355
Other Assets	
NON-CURRENT ASSETS	0
Total Other Assets	\$0
TOTAL ASSETS	\$26,718,848
LIABILITIES AND EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	\$494,281
Credit Cards	
1700 CREDIT CARD ACCOUNTS	8,621
Total Credit Cards	\$8,621
Other Current Liabilities	
1900 PAYROLL LIABILITIES	382,493
2000 CURRENT LIABILITIES	
2001 Customer Deposits & PrePayments	30,954
2002 Interest Payable	138,641
2003 Current USDA Long Term Debt	190,176
2004 Current Auto Lease Liability	107,323
2005 Valid Credit Due Customer	0



Crescent City Harbor District

Draft Balance Sheet, Unaudited

As of March 31, 2024

	TOTAL
Total 2000 CURRENT LIABILITIES	467,094
2006 Accrued Expenses	0
CDTFA PAYABLE	23
1800 CDTFA / TOT SALES TAX DUE	0
Out Of Scope Agency Payable	0
Total CDTFA PAYABLE	23
Total Other Current Liabilities	\$849,610
Total Current Liabilities	\$1,352,512
Long-Term Liabilities	
2100 LONG TERM DEBT	0
2101 Dwelley / Frazier Note Bayside RV Park	9,140
2102 USDA Loan	5,129,959
2103 Lease Liability	1,840,482
2104 Net Pension Liability	895,041
2105 Fashion Blacksmith Payable	1,249,728
Total 2100 LONG TERM DEBT	9,124,349
Total Long-Term Liabilities	\$9,124,349
Total Liabilities	\$10,476,861
Equity	\$16,241,987
TOTAL LIABILITIES AND EQUITY	\$26,718,848



Crescent City Harbor District

Statement of Cash Flows

July 2023 - March 2024

	TOTAL
OPERATING ACTIVITIES	
Net Income	-2,452,629
Adjustments to reconcile Net Income to Net Cash provided by operations:	
1100 ACCOUNTS RECEIVABLE	-58,701
1203 OTHER CURRENT ASSETS:Lemus REC Receivables:Solar Licensing Agreement REC	-151,607
1205 OTHER CURRENT ASSETS:Withholding Receivable	-3,750
1206 OTHER CURRENT ASSETS:PrePaid Expenses	-28,272
1208 OTHER CURRENT ASSETS:Loans to Employees / Payroll Advances	-1,500
1211 OTHER CURRENT ASSETS:Lemus REC Receivables	-3,170
1212 OTHER CURRENT ASSETS:Lemus REC Receivables:Lemus / REC RV Parks	-100,000
1301 INVENTORY:Gift Shop Purchases	-6,827
1302 INVENTORY:Inventory Asset	672
1580 Accumulated Depreciation	710,379
1552 NON-CURRENT ASSETS:Depreciable Capital Assets	67,601,304
1600 ACCOUNTS PAYABLE (A/P)	407,679
1701 CREDIT CARD ACCOUNTS:Home Depot	-699
1702 CREDIT CARD ACCOUNTS:USBank	5,784
1801 CDTFA PAYABLE:CDTFA / TOT SALES TAX DUE:CDTFA Sales Tax	0
1802 CDTFA PAYABLE:CDTFA / TOT SALES TAX DUE:TOT	625
1903 PAYROLL LIABILITIES:Garnishments	-416
1906 PAYROLL LIABILITIES:Accrued Payroll Liabilities	37,002
2001 CURRENT LIABILITIES:Customer Deposits & PrePayments	9,814
2005 CURRENT LIABILITIES:Valid Credit Due Customer	-16,725
2006 Accrued Expenses	0
CDTFA PAYABLE	23
CDTFA PAYABLE:Out Of Scope Agency Payable	0
Total Adjustments to reconcile Net Income to Net Cash provided by operations:	68,401,616
Net cash provided by operating activities	\$65,948,987
INVESTING ACTIVITIES	
1510 Depreciable Assets:Machinery / Equipment	-357,501
1520 Depreciable Assets:Vehicles	-15,217
1530 Depreciable Assets:Buildings and Improvements	-4,606,514
1540 Depreciable Assets:Marina, Wharves, and Docks	-61,733,331
1550 Depreciable Assets:Leased Vehicle	-147,395
1560 Depreciable Assets:Sewer Lift Station	-33,655
1570 Depreciable Assets:Streets, Roads and Parks	-707,691
Net cash provided by investing activities	\$ -67,601,304
FINANCING ACTIVITIES	
2101 LONG TERM DEBT:Dwelley / Frazier Note Bayside RV Park	-79,620
2102 LONG TERM DEBT:USDA Loan	427,866
2105 LONG TERM DEBT:Fashion Blacksmith Payable	1,249,728
2201 EQUITY:Adjustments JEs Per Audit	-2,253



Crescent City Harbor District

Statement of Cash Flows

July 2023 - March 2024

	TOTAL
2202 EQUITY:Adjustments to Actual Pending Audit	235,239
2350 OPENING BALANCE EQUITY	-761,770
Net cash provided by financing activities	\$1,069,191
NET CASH INCREASE FOR PERIOD	\$ -583,126
Cash at beginning of period	841,355
CASH AT END OF PERIOD	\$258,229



Crescent City Harbor District

Statement of Cash Flows

July 2023 - March 2024

	JUL 2023	AUG 2023	SEP 2023	OCT 2023	NOV 2023	DEC 2023	JAN 2024	FEB 2024	MAR 2024	TOTAL
OPERATING ACTIVITIES										
Net Income	-20,955	-153,155	-134,907	-1,927,812	176,573	15,274	-28,967	-352,795	-25,885	\$ -2,452,629
Adjustments to reconcile Net Income to Net Cash provided by operations:	67,358,661	8,665	-169,745	494,445	317,438	21,995	39,784	245,774	84,600	\$68,401,616
Net cash provided by operating activities	\$67,337,706	\$ -144,490	\$ -304,653	\$ -1,433,367	\$494,011	\$37,269	\$10,817	\$ -107,021	\$58,714	\$65,948,987
INVESTING ACTIVITIES	\$ -67,601,304	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$ -67,601,304
FINANCING ACTIVITIES	\$237,827	\$263,747	\$ -89,224	\$1,683,076	\$ -625,614	\$ -4,893	\$ -9,263	\$16,192	\$ -402,656	\$1,069,191
NET CASH INCREASE FOR PERIOD	\$ -25,771	\$119,258	\$ -393,877	\$249,709	\$ -131,603	\$32,376	\$1,553	\$ -90,829	\$ -343,942	\$ -583,126



5. Communications and Reports

c. CEO/Harbormaster Report

I am pleased to share the latest updates and announcements from our Harbor District. Your continued engagement and support are crucial to our success. Here are the key highlights:

Welcoming the Japanese Delegation from Rikuzentakata: President Adams and I had the privilege of participating in a welcoming committee alongside representatives from the City, the County, the Tolowa Dee-ni', and Elk Valley Rancheria, as well as the Kamome Foundation. Together, we hosted a Meet and Greet with the Japanese Delegation from Rikuzentakata, fostering strong bonds of cooperation and friendship. We further showcased our spirit of collaboration by hosting them for a Harbor Tour on Friday afternoon. Our relationship with our sister city is flourishing, and we look forward to continued partnership and exchange.

Harbor Landscaping RFP: We have recently posted a Request for Proposals (RFP) for harbor landscaping, and we are delighted to see strong interest from potential bidders. We eagerly anticipate reviewing proposals and selecting the best contractor to enhance the beauty and appeal of our harbor.



5. Communications and Reports

c. CEO/Harbormaster Report (page 2)

Closure of Salmon Fishery: Unfortunately, for the second consecutive year, the California Department of Fish and Wildlife (CDFW) and the Pacific Fisheries Management Council have decided to close the salmon fishery to both commercial and recreational fishing. This decision is undeniably a setback for our harbor and our community, and we remain committed to supporting our fishermen through these challenging times.

Maintenance Team Expansion: We are pleased to announce that we have filled one opening in our maintenance team and have one more position to fill. If you are interested in joining our dedicated crew, please submit your application to the office staff or directly to Rich Salvaressa. Your contribution will play a vital role in ensuring the continued maintenance and functionality of our harbor facilities.

Permitting Progress: Representatives from Moffat and Nichol, along with CSS, have made significant progress in discussions with permitting agencies regarding our plans for the Citizens Dock and seawall. Despite challenges, we remain on schedule and committed to obtaining the necessary permits for these crucial projects. Furthermore, discussions with FEMA regarding disaster funding for the Whaler Island Groin and Anchor Way failure are ongoing, albeit at a slow pace.



5. Communications and Reports

c. CEO/Harbormaster Report (page 3)

Opposition to AB2220: The Harbor District has joined forces with the California Association of Harbor Masters and Port Captains, the San Diego Fishermen's Working Group, the Alliance of Communities for Sustainable Fisheries, and others in opposing AB2220. This detrimental bill poses a severe threat to the California commercial fishing industry, and we vehemently oppose its provisions. We urge everyone to reach out to Assemblyman Bennet's office before April 16th to express our strong opposition ahead of the bill's hearing on April 23rd. Your continued engagement and advocacy are crucial in safeguarding the future of our harbor and the livelihoods of those who depend on it.

Exploring Wave Energy Generation: I had preliminary meetings with representatives of the National Renewable Energy Laboratory (NREL), a division of the U.S. Department of Energy, to explore the potential of wave energy generation. Currently, wave energy generation is seen as experimental and small-scale, which could make it a perfect fit for Crescent City. Offshore wind and major solar projects that are underway are focused on power grid scale. Wave energy could make CCHD a scientific destination while providing power on a rural community scale and could fit into our current infrastructure improvement plans as well.



5. Communications and Reports

c. CEO/Harbormaster Report (page 4)

Boater's Choice Award: I am immensely proud to announce that the Crescent City Harbor District has been honored with the 2023 Marinas.com Boater's Choice Award. This prestigious accolade recognizes marinas for their exceptional service, superior amenities, and overall boater satisfaction, as determined by direct feedback and ratings from the boating community. The dedicated efforts of our CCHD staff have been instrumental in providing an outstanding experience that goes above and beyond for boaters, earning us this distinguished recognition that enhances our Harbor's reputation.

Thank you for your unwavering support!



5. 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?



6. Adjourn to Closed Session

CONFERENCE REGARDING REAL PROPERTY NEGOTIATIONS

(Government Code section 54956.8)

Agency negotiator: Tim Petrick, CEO/Harbormaster

Subjects: Identification of property and potential parties. Authorization for price and terms of payment.

7. Report Out from Closed Session

8. MEETING ADJOURNMENT

Adjournment of the Board of Harbor Commissioners will be until the next meeting scheduled for Tuesday, May 7, 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.

