

Board Of Harbor Commissioners

Crescent City Harbor District

17 August 2021

Regular Harbor Commission Meeting



Regular Meeting

Board of Harbor Commissioners of the Crescent City Harbor District

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

AGENDA

Date: Tuesday, August 17, 2021

Time: Open Session 2:00 p.m.

Closed Session following Open Session

Place: Remote Meeting via Zoom Webinar

This meeting will be conducted pursuant to the provisions of the Governor’s Executive Order N-29-20 re: Coronavirus-19, which suspends certain requirements of the Ralph M. Brown Act (“Brown Act”). In an effort to protect public health and prevent the spread of COVID-19, the Board of Harbor Commissioners meeting on April 20, 2021, will be conducted via webinar and telephonically.

Link for Zoom Webinar: <https://us02web.zoom.us/j/82717545424?pwd=aExZeTRuL0VreFVEZGwwUR2TEpIdz09>

Please enter passcode: 182536

Call to Order

Roll Call

Pledge of Allegiance

Public Comment

This portion of the Agenda allows the public to comment to the Board on any issue not itemized on this Agenda, however, the Board may not take action or engage in discussion on any item that does not appear on the Agenda. Periods when public comments are allowed, Harbor Commissioners will allow attendees to submit questions and/or comments using the Zoom in-meeting chat function. The Harbor Commission asks that members of the public keep questions and comments succinct and relevant.

REGULAR SESSION

1. Consent Calendar

Consent Calendar items are considered routine and will be approved by one Motion, with no separate discussion prior to voting. The public, staff, or members of the Harbor Commission may request specific items be removed from the Consent Agenda for separate consideration or action.

- a. Approval of the Meeting Minutes of the August 3, 2021 Regular Meeting.**
- b. Approval of Warrant List from July 30, 2021 through August 12, 2021.**

2. New Business

- a. Discuss security measures (i.e., gates) for Docks A, B, and C.**
- b. Discuss and vote to waive fee for COVID-19 vaccination tent to be placed outside of the Farmer's Market event area on Saturdays.**
- c. Discuss and vote to approve resuming Harbor Commissioner Meetings to virtual only (via Zoom) due to rising number of COVID-19 cases.**

3. Unfinished Business

- a. Solar Project Update.**
- b. Dredge Permit Update.**
- c. Discuss Marinesync costs for metering electricity on docks.**

4. Communications and Reports

- a. Financial Reports: Account Balances, Profit & Loss Statement, Accounts Receivable Report**
- b. CEO/Harbor Master Report**
- c. Harbor Commissioner Reports**

5. Adjourn to Closed Session

CLOSED SESSION

a. CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION

(Government Code section 54956.9(d)(2))

Significant Exposure to Litigation: One case based on correspondence with Fashion Blacksmith regarding entry to lease area.

b. CONFERENCE WITH LEGAL COUNSEL – INITIATION OF LITIGATION

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

Number of Cases: 1

6. Adjourn Closed Session

7. Report out of Closed Session

6. ADJOURNMENT

Adjournment of the Board of Harbor Commissioners will be until the next meeting scheduled for Tuesday, September 7, 2021, at 2 p.m. PDT. Until the Governor rescinds Executive Order N-29-20, all Harbor Commission meetings will be held via Zoom Web Conferencing. Access code for public participation can be found in the meeting notice posted on the Harbor District website or on the Harbor bulletin board at 101 Citizens Dock Road.

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. Consent Calendar

Consent Calendar items are considered routine and will be approved by one Motion, with no separate discussion prior to voting. The public, staff, or members of the Harbor Commission may request specific items be removed from the Consent Agenda for separate consideration or action.

- a. Approval of the Meeting Minutes of the August 3, 2021 Regular Meeting.**
- b. Approval of the Warrant List from July 30, 2021 through August 12, 2021.**

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	August 3, 2021 2:00 p.m.

Board of Harbor Commissioners of the Crescent City Harbor District

MINUTES

Regular Meeting, Tuesday August 3, 2021 at 2:00 P.M.

CALL TO ORDER: 2:00 PM

ROLL CALL:

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

ABSENT: NONE

QUORUM: YES

PLEDGE OF ALLEGIANCE:

PUBLIC COMMENT: The following individuals addressed the Board regarding subject matters not on this meeting's agenda:

Roger Gitlin commented that the Harbor was in need of dredging, and that it was a very serious and unresolved problem. He requested that the Board place the matter on every meeting agenda until the issue was fully resolved. Mr. Gitlin also requested that the Harbor compensate Fashion Blacksmith for storage of a dredging device.

Annie Nehmer commented that a lack of dredging was preventing large vessels from unloading in the Harbor, resulting in lost revenue to the Harbor. Commissioner Shepherd responded that dredging had been placed at the very top of the Harbor's priority list. Ms. Nehmer also commented that Slip A1 had become an eyesore due to the Harbor's work boat being unsightly. Ms. Nehmer additionally commented that the commercial fish cleaning station was being impacted from road traffic on an adjacent gravel area. Vehicles were stirring up excessive

dust that became embedded in the fish. CEO/Harbormaster Tim Petrick explained that the commercial fish cleaning station had only recently been installed, and upgrades would follow as funding allowed.

Henry Geiger addressed the Board and explained that he had a vessel on G dock, and that he was concerned about concrete being in disrepair in that area. He also expressed concern about gates not being secured.

Bill DeBacker addressed the Board and explained that he owned a 36-foot vessel that he was unable to take out of the Harbor due to a lack of dredging. He also inquired concerning when the Travelift would be repaired. CEO/Harbormaster Tim Petrick responded that returning the Travelift to duty would require repairing not only the Travelift itself, but also its piers, which together would cost between 1 and 1.5 million dollars. This was simply far beyond the Harbor's financial resources for the foreseeable future. Mr. Petrick suggested that smaller vessels could use the Harbor's Syncrolift as an alternative. Larger vessels would need to use the Travelift in the nearby Brookings Harbor.

Linda Sutter commented regarding the Bayside RV Park and rumors that tenants would be facing eviction as part of a redevelopment plan. In her estimation, it appeared to be gentrification, which would force out elderly and disabled individuals who wouldn't be able to find alternative housing options. If the rumors were true, she expected that many people would become homeless.

Christopher Johns addressed the Board and identified himself as a resident of the Bayside RV Park for the past 3 years. Believing eviction was imminent, Mr. Johns had contacted at least 25 RV parks throughout the surrounding area. Unfortunately, all of the parks refused to consider his application because his 1990 model year trailer was considered too old. He feared he would become homeless if he was evicted at some point in the future. He asked the Board to consider the plight of disabled veterans such as himself, and 14 other individuals he knew to be disabled veterans who also resided at Bayside.

Leonard Franklin commented that redevelopment of the Bayside RV Park would result in 50 permanent residents being "thrown out on the street," with another 50 residents of the Redwood Harbor Village thrown out soon after. Mr. Franklin questioned whether revenue would really increase, as projected, if the Harbor redeveloped facilities to accommodate more overnight tourists instead of existing year-round residents. He reasoned that revenue from tourists decreased dramatically in the winter, whereas permanent residents provided reliable year-round revenue.

Melissa Byrum addressed the Board and identified herself as a single mother on disability. She explained that her life had been quite difficult until she finally found peace at the Bayside RV Park. She implored the Board to reconsider its development plans, which appeared to include future evictions.

Jaydene Stover addressed the Board and identified herself as a 6-year resident of the Bayside RV Park. She brought attention to the fact that RV parks were not accepting new tenants at the present time. She feared the Board would soon be putting people out on the streets because of redevelopment.

1) CONSENT CALENDAR

(1A) Approval of the Meeting Minutes of the July 20, 2021 Regular Meeting.

(1B) Approval of the Warrant List from July 16, 2021 through July 29, 2021.

Commissioner Shepherd **moved** to approve the consent calendar. Commissioner Adams **seconded** the motion. President Stone then opened up public comment on the agenda item. No members of the public commented on the agenda item. President Stone then moved the discussion back to the Board.

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

Ayes: WEBER, ADAMS, SHEPHERD, WHITE, STONE / *Nays:* NONE

Absent: NONE / *Abstain:* NONE

2) NEW BUSINESS

(2A) Discuss and vote to approve the Limited License Agreement with Northcoast Marine Mammal Center for their annual fundraising event, “Run for the Seals” on Saturday, August 28, 2021.

Karen Helms, Executive Director of the Northcoast Marine Mammal Center (NMMC), addressed the Board and provided background on the annual “Run for the Seals” event. The event had been a regular occurrence in the Harbor for several years, and each year the NMMC obtained permission to have the race traverse a portion of Harbor property. Ms. Helms explained that the proposed Limited License Agreement between NMMC and the Harbor was unchanged from previous years, except for the dates and the certificate of insurance. Commissioner White **moved** to approve the agreement. Commissioner Adams **seconded** the motion. President Stone then opened up public comment on the agenda item. No members of the public commented on the agenda item. President Stone then moved the discussion back to the Board.

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

Ayes: WHITE, ADAMS, WEBER, STONE / *Nays:* NONE

Absent: NONE / *Abstain:* SHEPHERD

(2B) Review and discuss cost proposal from Marinesync for metering electricity on docks

CEO/Harbormaster Tim Petrick requested that the agenda item be tabled until the next meeting of the Board, to allow additional time to obtain relevant data. President Stone then opened up public comment on the agenda item. No members of the public commented on the agenda item. President Stone then moved the discussion to the next agenda item.

(2C) Discuss REC, LLC Phase I Proposal

President Stone provided background on the proposed redevelopment of several Harbor areas, and reviewed a map indicating how the redevelopment would proceed. Alex Lemus, CEO of Renewable Energy Capital (REC), addressed the Board and reviewed a briefing document that detailed proposed Harbor improvements, along with expected revenue increases. Mr. Lemus explained that Phase 1 of the redevelopment would focus on the Bayside RV Park area, with the goal of increasing the number of out-of-town overnight visitors, while retaining the existing annual visitors. Mr. Lemus emphasized that REC would be assuming 100% of the financial risk of the redevelopment. REC was prepared to guarantee certain payments that would ensure the Harbor received its historical level of revenue, with the prospect of additional revenue based on variable factors that were not guaranteed, such as tourism revenue.

Mr. Lemus explained that once REC assumed control of the Bayside RV Park, it would continue to be operated as an RV park for at least the next 6 months, and possibly up to 18 months. Mr. Lemus further explained that improvements would initially focus on beautification efforts, such as new landscaping and walkways, and also increases in security, such as the installation of fencing and gates.

Commissioner Shepherd asked about developing an area adjacent to the existing Redwood Harbor Village RV Park. The area in question was currently unused, but had infrastructure already in place to accommodate RVs, because of previous development. Mr. Lemus explained that the area would need some refurbishment, but could possibly accommodate 12 to 15 new RV spaces.

Commissioner Weber asked Mr. Lemus to explain what redevelopment experience REC had that qualified it to undertake such a project. Mr. Lemus explained that he had over 25 years' experience in financing infrastructure assets. Commissioner Weber then asked what plans REC had to assist current RV Park residents who would eventually be asked to migrate out of the area to make way for new development. Mr. Lemus deferred to the Harbor on that question, as he believed it was beyond the scope of what REC had been hired to do.

President Stone then opened up public comment on the agenda item. Roger Gitlin asked what the capital outlay would be for the project. Mr. Lemus estimated it would be 2.0 to 2.5 million dollars for the Bayside RV Park area, but not yet clear for other areas. Commissioner White clarified that the entirety of the capital outlay would come from REC, with zero dollars coming from the Harbor.

Robert Tennison asked if rent would increase for existing permanent RV park tenants after REC took possession of the property. Mr. Lemus deferred to the Harbor to answer the question. Mr. Lemus explained that his goal was to get a higher percentage of park visitors to pay the daily rate, as opposed to weekly or monthly discounted rates. Mr. Tennison explained that he had been looking to move to a new RV park, based on concerns over redevelopment, but he had not been able to find an RV Park that was accepting new tenants.

President Stone reassured existing RV park tenants that no changes would be made until after the tourist season. After that point, tenants might be moved from Bayside over to Redwood Harbor Village, but redevelopment plans were subject to change, and not yet approved.

CEO/Harbormaster Tim Petrick explained that Harbor revenue was projected to increase by \$345,000 per year if the proposed redevelopment occurred. On top of that, REC would be

paying 6% of gross receipts garnered from its operations on property leased from the Harbor. Mr. Petrick further explained that improvements would bring a higher quality clientele to the Harbor. Mr. Petrick reassured existing RV Park tenants they would not be evicted within the next 12 months, and perhaps even beyond that.

Commissioner Weber expressed sympathy for existing RV park tenants who were concerned about losing their RV park spaces. Commissioner Weber asked those who might eventually be evicted to consider the problems of other patrons of the Harbor. Others were suffering because of a lack of funds to address issues such as security. Funds were also needed to improve infrastructure for fishing operations. The Board was in a difficult position to balance competing interests. Commissioner Weber was deeply concerned about the impact to individuals who would be forced to make adjustments in their living situations. However, the Board had to make decisions based on the entire community, and not simply individual cases.

President Stone recalled the changing financial status of the Harbor. Only a few years ago, the Harbor was running an annual deficit of \$498,000/year, and appeared to be headed towards complete insolvency. Now the Harbor was on an upward financial trajectory, with increased revenue from a newly passed transient occupancy tax, and other revenue streams from new tenant agreements. President Stone then echoed the comments of Commissioner Weber, in that President Stone was personally very sorry to see individuals who might suffer from changes underway at the Harbor. Nonetheless, the Board had to answer to an entire community of some 25,000 individuals. President Stone vowed to give the matter further consideration, because the Board wasn't taking a final vote yet.

Annie Smith addressed the Board, and introduced herself as a retired nurse who had been coming to the Harbor for 20 years in her RV. She especially enjoyed the Harbor's recreational fishing. She characterized the proposed redevelopment as having an elitist focus. The proposed new facilities, such as Airstream trailers and cabins, were clearly targeting a more affluent clientele. Ms. Smith asked the Board to find a middle ground that included some improvements, but also kept the Harbor accessible to individuals from all income levels. Ms. Smith recalled her experience as a former City Councilperson, where she was called upon to find compromise solutions that accommodated all segments of society.

Linda Sutter addressed the Board and characterized the proposed redevelopment as gentrification. She highlighted the working-class people who supported the Harbor and helped pass a ballot measure that increased tax revenue for the Harbor. She warned the Commissioners that they could be removed from office via recall if they prioritized out-of-town visitors over existing permanent residents of the Harbor.

Commissioner Shepherd explained that eviction was not currently part of the Harbor's plan. The current plan was to move residents within the Harbor as redevelopment occurred. Long-term plans were still undecided.

Michael Kozak addressed the Board and introduced himself as a former Harbor employee. He explained that many of the RVs owned by permanent residents of the Harbor were so old, and in such poor condition, that it would be physically impossible to move them without irreparable structural damage. Even if they could be moved, no RV park would accept them as new tenants, because the RVs would not meet physical standards. The only result would be homelessness.

President Stone then moved the discussion to the next agenda item.

(2D) Review and vote to approve new event application and checklist required to host events in the Harbor.

CEO/Harbormaster Tim Petrick provided background and explained that the application and checklist had been developed by Lauren Himmelreich and Ashley Thompson. The purpose was to establish a standardized process for special events that would avoid misunderstandings that had occurred in the past. President Stone added that everyone who submitted an application would be treated equally, in a uniform and consistent manner. Commissioner White **moved** to approve the application and checklist. Commissioner Shepherd **seconded** the motion. President Stone then opened up public comment on the agenda item. No members of the public commented on the agenda item. President Stone then moved the discussion back to the Board.

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

Ayes: SHEPHERD, WEBER, WHITE, ADAMS, STONE / *Nays:* NONE

Absent: NONE / *Abstain:* NONE

(2E) Review and vote to approve revised organizational chart of the Crescent City Harbor District.

CEO/Harbormaster Tim Petrick provided background and explained that the new organizational structure was intended to put a renewed emphasis on security. Security staff would be on-site 24/7, as opposed to having been limited to nights and weekends before. This change would only require the addition of one full-time employee because a full-time position in administration had been eliminated. Some administrative functions would be transferred to security staff. This would provide efficiency benefits and improved service to the public. Going forward, security staff would be able to check-in boat slip renters, instead of relying on administrative staff. In order to reflect the expanded functions of security staff, they would be given new job titles of “Deputy Harbormaster” or “Senior Deputy Harbormaster,” as appropriate. The management position formerly referred to as Deputy Harbormaster would be renamed to “Assistant Harbormaster.” This position would supervise all Deputy Harbormasters and all maintenance staff.

President Stone then opened up public comment on the agenda item. Henry Geiger addressed the Board and expressed concern about gates being unsecured. CEO/Harbormaster Tim Petrick explained that the new organizational structure would offer expanded security coverage so that enforcement of gates could be improved. There would also be installation of additional gates.

Commissioner White inquired whether it was optimal to have the Property and Development Manager report directly to the CEO/Harbormaster as opposed to reporting to the Assistant Harbormaster. Mr. Petrick replied that it seemed more efficient to have the Property and Development Manager report to him, reasoning that he was responsible for negotiating leases and would need to work closely with the Property and Development Manager.

Commissioner Adams asked how the new organizational structure might impact payroll. Mr. Petrick responded that it might go down due to greater efficiencies.

Commissioners White and Adams asked Mr. Petrick to consider alternate job titles before finalizing the organizational chart. In particular, they preferred another option for security staff instead of the proposed title “Deputy Harbormaster.” That title had always referred to a manager in its historical usage. Commissioner Adams felt the title “Property and Development Manager” might also be reconsidered.

President Stone then opened up public comment on the agenda item. No members of the public commented on the agenda item. President Stone then moved the discussion to the next agenda item.

(2F) Review and vote to approve CEO/Harbormaster Petrick to attend the 73rd Annual Training Conference of the California Association of Harbor Masters and Port Captains.

CEO/Harbormaster Tim Petrick explained his plans to attend a training conference in San Diego that would include 3 days of seminars. One such seminar would discuss coastal sea level rise (relevant to the Harbor’s seawall replacement), and another seminar would discuss shock and fire hazards that applied to electrical issues (relevant to ongoing issues at the Harbor’s docks). Commissioner Shepherd **moved** to approve Mr. Petrick attending the conference, provided the total cost did not exceed \$2,500.00. Commissioner Weber **seconded** the motion. Commissioners White and Adams supported Mr. Petrick attending the conference, but expressed reservations that Mr. Petrick’s participation on the association’s board might distract from his duties at the Harbor.

Mr. Petrick clarified that the board duties were relatively minor, consisting of writing a quarterly newsletter article and attending monthly meetings via Zoom. He had already been attending the monthly meetings as a non-board member. Key benefits of participation in the association would include networking, assistance from colleagues on issues of common concern, and input on lobbying efforts.

President Stone then opened up public comment on the agenda item. No members of the public commented on the agenda item. President Stone then moved the discussion back to the Board.

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

Ayes: ADAMS, WHITE, WEBER, SHEPHERD, STONE / *Nays:* NONE

Absent: NONE / *Abstain:* NONE

(2G) Discuss and Vote to Amend Crescent City Harbor District Budget for FY2021-2022 to include a restricted line item in the amount of \$50,000 for maintenance and repair of Fashion Blacksmith Inc.’s leased premises

CEO/Harbormaster Tim Petrick explained that the budget amendment was a simple technical adjustment that would not change the amount of the overall budget. The same amount of money had already been designated for capital improvements of Fashion Blacksmith. The technical adjustment was to make the designation a restricted line item to conform with the lease agreement between the Harbor and Fashion Blacksmith.

Commissioner White **moved** to approve the budget amendment. Commissioner Shepherd **seconded** the motion.

President Stone then opened up public comment on the agenda item. Roger Gitlin questioned whether the \$50,000 set aside was enough money. CEO/Harbormaster Tim Petrick clarified that the Harbor would be expending additional funds on projects that would benefit Fashion Blacksmith, such as dredging. President Stone then moved the discussion back to the Board.

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

Ayes: ADAMS, WHITE, WEBER, SHEPHERD, STONE / *Nays:* NONE

Absent: NONE / *Abstain:* NONE

(2H) AB 1234 Ethics Training.

General Counsel Ruben Duran confirmed that he had administered the required biennial ethics training to all Harbor Commissioners, pursuant to state law (AB 1234). President Stone then opened up public comment on the agenda item. No members of the public commented on the agenda item. President Stone then moved the discussion to the next agenda item.

3) UNFINISHED BUSINESS

(3A) Solar Project Update.

CEO/Harbormaster Tim Petrick provided an update on a payment due to the Harbor in connection with the solar licensing agreement from previously installed solar panels at the Harbor. Alex Lemus (CEO, Renewable Energy Capital, LLC) had been working to complete the necessary paperwork, but the process had been delayed. In a showing of goodwill, Mr. Lemus proposed to provide the money to the Harbor early, using his own funds, to be paid in the form of tenant improvements. The improvements would be in connection with Renewable Energy Capital (REC) executing a lease agreement with the Harbor. The tenant improvements would become the property of the Harbor.

President Stone expressed hesitation over the proposal, preferring to have a cash payment that the Harbor could use as it wished. Several other Commissioners echoed the sentiments of President Stone. Commissioner White clarified that REC was not legally required to pay, but was simply trying to facilitate an arrangement between the actual payor, American Diversified Energy (ADE), and the Harbor. The proposal from REC would allow the Harbor to realize an economic benefit without further delay, while minimizing the cash flow impact to REC as a benevolent party.

President Stone resolved to revisit the matter at an upcoming meeting. President Stone then opened up public comment on the agenda item. No members of the public commented on the agenda item. President Stone then moved the discussion to the next agenda item.

4) COMMUNICATIONS AND REPORTS

(4A) Financial Reports: Account Balances

President Stone invited questions or comments from the Board, and the Board expressed its satisfaction with the reports. President Stone then opened up public comment on the agenda item. No members of the public commented on the agenda item. President Stone then moved the discussion to the next agenda item.

(4B) CEO/Harbormaster Report

CEO/Harbormaster Tim Petrick reviewed briefing materials provided to the Board. Mr. Petrick expressed support for a newly hired financial consultant, Stephen Denny, who was working to improve the Harbor's financial management procedures. Mr. Petrick also commented on recruitment efforts for an Assistant Harbormaster.

A reggae festival and fundraising event, affectionately referred to as "HarryFest" (in appreciation of Commissioner Harry Adams) had been a rousing success. It was organized through the efforts of Commissioners Harry Adams and Gerhard Weber, in coordination with the nonprofit group Friends of the Crescent City Harbor ("Friends"). After expenses, Friends retained nearly \$2,000 to be used for future projects to benefit the Harbor.

Mr. Petrick reported on a public meeting he attended on July 27th, hosted by the US Army Corps of Engineers on the subject of dredge material and a management plan. Commissioner Weber noted that there had been intense public interest in the subject of dredging, and he asked if any action might be taken by the public to hasten approval of a dredge management plan. Mr. Petrick replied that delays seemed to be coming from the North Coast Regional Water Quality Control Board. The public might be inclined to inquire with them, and perhaps impress upon them the importance of allowing the Harbor to move forward on dredging.

The U.S. Coast Guard officially turned over their formerly occupied building on Whaler Island to the possession of the Harbor District. Additional procedures would be required before the Harbor would take title to the property, but Harbor staff could relocate to the building at any time. The Harbor experimented with opening the South Beach restroom to the public, but it was severely vandalized, and so it would be closed during weekdays and after dark on weekends. Mr. Petrick reported meeting with Alex Lemus and Andrea Lanctot to discuss a grant proposal to provide up to \$300,000 toward programs to improve facilities for the commercial fishing industry.

(4C) Commissioner Reports.

(a) Commissioner Shepherd: no report.

(b) Commissioner Adams: no report.

(c) Commissioner Weber: reported that he had been attending the Farmers' Market and expected to submit an informal report to the Board on recommendations for improvements.

(d) Commissioner White: endorsed the idea of including the subject of dredging on every upcoming board meeting agenda until the issue was resolved. Commissioner White reported on a meeting of the Tri-Agency Economic Development Authority in which it was decided to

request information from developers of off-shore wind power, and also to request quotations from consultants to better understand the economics and community benefits of off-shore wind power.

(e) President Stone: no report.

MOVE TO CLOSED SESSION:

a. CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION

(Government Code section 54956.9(d)(2))

Significant Exposure to Litigation: One case based on correspondence with Fashion Blacksmith regarding entry to lease area.

b. CONFERENCE WITH LEGAL COUNSEL – INITIATION OF LITIGATION

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

Number of Cases: 1

RECONVENE OPEN SESSION:

Report from closed session: Nothing to report

5) ADJOURNMENT

ADJOURNMENT TO THE BOARD OF HARBOR COMMISSIONERS NEXT REGULAR MEETING SCHEDULED FOR TUESDAY, AUGUST 17, 2021 AT 2 P.M., VIA ZOOM WEB CONFERENCE.

Approved this ____ day of _____, 2021

Brian Stone, President

Wes White, Secretary

Crescent City Harbor District
Check Detail

July 30 through August 12, 2021

Type	Num	Date	Name	Account	Original Amount
Check	ACH	08/10/2021	CALPERS-HEALTH	1040 · CCHD US BANK OPERATING 4766	-9,491.93
Check	ACH	08/10/2021	CALPERS RETIREMENT	1040 · CCHD US BANK OPERATING 4766	-1,956.67
Bill Pmt -Check	1174	08/11/2021	PACIFIC POWER	1047 · BAYSIDE- RV PARK-1766	0.00
Bill Pmt -Check	1331	08/11/2021	DN OFFICE	1047 · BAYSIDE- RV PARK-1766	-70.51
Bill Pmt -Check	1332	08/11/2021	CCWATER	1047 · BAYSIDE- RV PARK-1766	-2,045.40
Bill Pmt -Check	1333	08/11/2021	SUBURBAN PROPANE	1047 · BAYSIDE- RV PARK-1766	-326.20
Bill Pmt -Check	1334	08/11/2021	PACIFIC POWER	1047 · BAYSIDE- RV PARK-1766	-5,019.72
Check	2046	08/11/2021	DON PLACIDO	1045 · REDWOOD HARBOR VILLAGE 0707	-153.00
Bill Pmt -Check	2047	08/11/2021	CCWATER	1045 · REDWOOD HARBOR VILLAGE 0707	-1,839.59
Bill Pmt -Check	2048	08/11/2021	PACIFIC POWER	1045 · REDWOOD HARBOR VILLAGE 0707	-4,359.10
Bill Pmt -Check	2049	08/11/2021	SUBURBAN PROPANE	1045 · REDWOOD HARBOR VILLAGE 0707	-268.65
Check	6038	08/04/2021	DEAN HENDRIX	1040 · CCHD US BANK OPERATING 4766	-380.00
Check	6039	08/11/2021	UMPQUA BANK	1040 · CCHD US BANK OPERATING 4766	-2,253.12
Bill Pmt -Check	6040	08/11/2021	ACCOUNTEMPS	1040 · CCHD US BANK OPERATING 4766	-2,398.73
Bill Pmt -Check	6041	08/11/2021	BEST BEST & KRIEGER, LLP	1040 · CCHD US BANK OPERATING 4766	-16,317.50
Bill Pmt -Check	6042	08/11/2021	CCWATER	1040 · CCHD US BANK OPERATING 4766	-1,906.37
Bill Pmt -Check	6043	08/11/2021	COUNTRY MEDIA INC	1040 · CCHD US BANK OPERATING 4766	-58.00

**Crescent City Harbor District
Check Detail**

July 30 through August 12, 2021

<u>Type</u>	<u>Num</u>	<u>Date</u>	<u>Name</u>	<u>Account</u>	<u>Original Amount</u>
Bill Pmt -Check	6044	08/11/2021	DN OFFICE	1040 · CCHD US BANK OPERATING 4766	-171.39
Bill Pmt -Check	6045	08/11/2021	ENGLUND MARINE	1040 · CCHD US BANK OPERATING 4766	-27.85
Bill Pmt -Check	6046	08/11/2021	EUREKA OXYGEN	1040 · CCHD US BANK OPERATING 4766	-70.72
Bill Pmt -Check	6047	08/11/2021	JAMS, INC.	1040 · CCHD US BANK OPERATING 4766	-835.80
Bill Pmt -Check	6048	08/11/2021	MENDES SUPPLY CO	1040 · CCHD US BANK OPERATING 4766	-519.05
Bill Pmt -Check	6049	08/11/2021	NORTHCOAST HEALTH SCREENING	1040 · CCHD US BANK OPERATING 4766	-45.00
Bill Pmt -Check	6050	08/11/2021	O'REILLY AUTO PARTS	1040 · CCHD US BANK OPERATING 4766	-12.30
Bill Pmt -Check	6051	08/11/2021	PACIFIC CREST ENGINEERING INC.	1040 · CCHD US BANK OPERATING 4766	-82.50
Bill Pmt -Check	6052	08/11/2021	PND ENGINEERS, INC.	1040 · CCHD US BANK OPERATING 4766	-75.00
Bill Pmt -Check	6053	08/11/2021	REDWOOD LEAVITT INS AGENCY	1040 · CCHD US BANK OPERATING 4766	-7,123.14
Bill Pmt -Check	6054	08/11/2021	ROTO ROOTER INC	1040 · CCHD US BANK OPERATING 4766	-785.05
Bill Pmt -Check	6055	08/11/2021	STATE COMPENSATION INSURANCE FUND	1040 · CCHD US BANK OPERATING 4766	-1,871.95
Bill Pmt -Check	6056	08/11/2021	TECH-WILD	1040 · CCHD US BANK OPERATING 4766	-1,125.00
Bill Pmt -Check	6057	08/11/2021	US CELLULAR	1040 · CCHD US BANK OPERATING 4766	-217.65
				TOTAL	-61,806.89



2. New Business

- a. Discuss security measures (i.e., gates) for Docks A, B, and C.**

Public Comment?



2. New Business

- b. Discuss and vote to waive fee for COVID-19 vaccination tent to be placed outside of the Farmer's Market event area on Saturdays.**

Public Comment?



2. New Business

- c. **Discuss and vote to approve resuming Harbor Commissioner Meetings to virtual only (via Zoom) due to rising number of COVID-19 cases.**

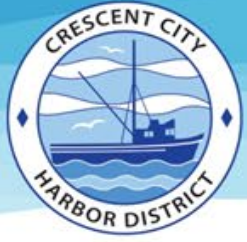
Public Comment?



3. Unfinished Business

a. Solar Project Update

Public Comment?



3. Unfinished Business

b. Dredge Permit Update

Public Comment?



3. Unfinished Business

- c. Discuss Marinesync costs for metering electricity on docks.**

Public Comment?



4. Communication and Reports

- a. Financial Reports: Account Balances, Profit & Loss Statement, Accounts Receivable Report**

Public Comment?

BANK BALANCES AS OF 7.15.21		BANK BALANCES AS OF 8.12.21		DIFFERENCE
CCHD OPERATING	\$188,212.84	CCHD OPERATING	\$277,849.88	\$89,637.04
CCHD SAVINGS	\$30,021.29	CCHD SAVINGS	\$30,021.29	\$0.00
REDWOOD HARBOR	\$155,410.13	REDWOOD HARBOR	\$160,572.39	\$5,162.26
BAYSIDE RV PARK	\$78,936.89	BAYSIDE RV PARK	\$94,311.56	\$15,374.67
LAIF ACCOUNT	\$1,394,957.09	LAIF ACCOUNT	\$1,394,957.09	\$0.00
TOTALS	\$1,847,538.24	TOTALS	\$1,957,712.21	\$110,173.97

Crescent City Harbor District
Profit & Loss Budget vs. Actual
July 2021

Ordinary Income/Expense	Jul 21	Budget	\$ Over Budget	% of Budget
Income				
4000 · MARINA / ADMISTRATION				
4025 · GIFT SHOP INCOME	849.93	416.67	433.26	203.98%
4045 · FEE - NO INSURANCE	1,400.00	500.00	900.00	280.0%
4051 · PARKING PERMITS	0.00	0.00	0.00	0.0%
4054 · ELECTRONIC FOB SALES	0.00	83.34	-83.34	0.0%
4065 · FISH SALES PERMIT	150.00	33.34	116.66	449.91%
4070 · LATE FEES AND INTEREST	973.71	833.34	140.37	116.84%
4076 · CRAB POT STORAGE FEE	0.00	500.00	-500.00	0.0%
4078 · SCRAP METAL SALES	0.00	0.00	0.00	0.0%
4080 · CLERICAL FEE	0.00	0.00	0.00	0.0%
4091 · PURCHASE DISCOUNTS	0.00	0.00	0.00	0.0%
4092 · LAUNDRY NORTH	0.00	50.00	-50.00	0.0%
4094 · LAUNDRY SOUTH	0.00	25.00	-25.00	0.0%
4095 · SOAP	0.00	0.00	0.00	0.0%
4096 · MISCELLANEOUS INCOME	0.00	41.67	-41.67	0.0%
4099 · UNCATEGORIZED INCOME	0.00	0.00	0.00	0.0%
4195 · USED OIL PAYMENTS	0.00	0.00	0.00	0.0%
4950 · REFUNDS				
4950.50 · GIFT SHOP	0.00	0.00	0.00	0.0%
4950.75 · LAND TENANTS	0.00	0.00	0.00	0.0%
4950 · REFUNDS - Other	0.00	0.00	0.00	0.0%
Total 4950 · REFUNDS	0.00	0.00	0.00	0.0%
4960 · RETURNED CHECK CHARGES	0.00	0.00	0.00	0.0%
4000 · MARINA / ADMISTRATION - Other	0.00	0.00	0.00	0.0%
Total 4000 · MARINA / ADMISTRATION	3,373.64	2,483.36	890.28	135.85%
4027 · MINI STORAGE UNITS	0.00	0.00	0.00	0.0%
4047 · LAUNDRY INCOME	0.00	0.00	0.00	0.0%
4100 · HARBOR SERVICES				
4052 · TRAVEL LIFT	0.00	0.00	0.00	0.0%
4150 · BILLABLE SUPPLIES	0.00	41.67	-41.67	0.0%
4153 · OTHER SERVICES	400.00	0.00	400.00	100.0%
4157 · OTHER LABOR	0.00	158.34	-158.34	0.0%
4170 · TRAVELIFT INCOME	0.00	0.00	0.00	0.0%
4171 · MOBILE CRANE	75.00	583.34	-508.34	12.86%
4173 · PUBLIC HOIST	0.00	0.00	0.00	0.0%
4174 · LAYOVER - SELF HELP AREA	22.00	41.67	-19.67	52.8%
4176 · HARBOR VESSELS	0.00	23.34	-23.34	0.0%
4177 · BACKHOE	0.00	0.00	0.00	0.0%

Crescent City Harbor District
Profit & Loss Budget vs. Actual
July 2021

	<u>Jul 21</u>	<u>Budget</u>	<u>\$ Over Budget</u>	<u>% of Budget</u>
4178 · FORKLIFT	0.00	23.75	-23.75	0.0%
4100 · HARBOR SERVICES - Other	0.00	0.00	0.00	0.0%
Total 4100 · HARBOR SERVICES	497.00	872.11	-375.11	56.99%
4200 · MARINA- INNER / OUTER				
4210 · INNER BOAT BASIN	22,990.78	33,333.34	-10,342.56	68.97%
4215 · OUTER BOAT BASIN	0.00	0.00	0.00	0.0%
4221 · UTILITIES INCOME/ INNER BOAT	0.00	0.00	0.00	0.0%
4242 · POUNDAGE FEE FROM HOISTS	0.00	5,000.00	-5,000.00	0.0%
4245 · LAUNCHING RAMP FEES	3,003.75	1,666.67	1,337.08	180.23%
4260 · LIVEABOARD FEES	450.00	333.34	116.66	135.0%
4295 · WORKDOCK	94.00	41.67	52.33	225.58%
4200 · MARINA- INNER / OUTER - Other	0.00	0.00	0.00	0.0%
Total 4200 · MARINA- INNER / OUTER	26,538.53	40,375.02	-13,836.49	65.73%
4300 · COMMERCIAL LEASES				
4301 · RENTS & CONCESSIONS - LAND	38,769.64	41,666.67	-2,897.03	93.05%
4320 · UTILITIES ELECTRIC USE INCOME	1,526.02	1,666.67	-140.65	91.56%
4325 · UTILITIES WATER USE INCOME	176.00	166.67	9.33	105.6%
4375 · STORAGE YARD & DRY DOCK	820.50	916.67	-96.17	89.51%
Total 4300 · COMMERCIAL LEASES	41,292.16	44,416.68	-3,124.52	92.97%
4400 · RHV-RV PARK				
4410 · RHV-RENTALS	38,688.65	33,333.34	5,355.31	116.07%
4425 · RHV- GIFT SHOP RV PARK	45.70	0.00	45.70	100.0%
4430 · RHV-LAUNDRY FACILITY RV PARK	1,320.00	541.67	778.33	243.69%
4435 · RHV- LATE FEE RV PARK RENT	0.00	166.67	-166.67	0.0%
4460 · RHV-CLERICAL FEE RV PARK	0.00	0.00	0.00	0.0%
4472 · CAMPING	0.00	0.00	0.00	0.0%
Total 4400 · RHV-RV PARK	40,054.35	34,041.68	6,012.67	117.66%
4600 · BAYSIDE - RV				
4610 · BAYSIDE- RENTALS	40,353.63	30,000.00	10,353.63	134.51%
4625 · BAYSIDE- GIFT SHOP	5.00	0.00	5.00	100.0%
4630 · BAYSIDE LAUNDRY	1,675.00	541.67	1,133.33	309.23%
4635 · BAYSIDE- LATE FEE	0.00	33.34	-33.34	0.0%
4660 · BAYSIDE- CLERICAL FEE	0.00	0.00	0.00	0.0%
4680 · SHOWER- BAYSIDE	0.00	0.00	0.00	0.0%
4685 · DRY CAMPING BAYSIDE	0.00	0.00	0.00	0.0%
6470 · DUMP STATION BAYSIDE	380.00	166.67	213.33	228.0%
6490 · FREEZER- BAYSIDE	40.00	0.00	40.00	100.0%
Total 4600 · BAYSIDE - RV	42,453.63	30,741.68	11,711.95	138.1%
Total Income	154,209.31	152,930.53	1,278.78	100.84%

Crescent City Harbor District
Profit & Loss Budget vs. Actual
July 2021

	<u>Jul 21</u>	<u>Budget</u>	<u>\$ Over Budget</u>	<u>% of Budget</u>
Cost of Goods Sold				
5001 · COST OF GOODS SOLD - CCHD	558.68	333.34	225.34	167.6%
5002 · COST OF GOODS SOLD - REDWOOD	18.95	0.00	18.95	100.0%
Total COGS	<u>577.63</u>	<u>333.34</u>	<u>244.29</u>	<u>173.29%</u>
Gross Profit	153,631.68	152,597.19	1,034.49	100.68%
Expense				
6000 · OFFICE / MARINA				
6005 · DRUG SCREEN & BACKGROUND CHECK	0.00	58.34	-58.34	0.0%
6010 · ADVERTISING/PROMOTION	108.00	250.00	-142.00	43.2%
6015 · DUES, MEMBERSHIPS & SUBS	203.50	1,250.00	-1,046.50	16.28%
6020 · PRE-EMPLOYMENT PHYSICALS	0.00	33.34	-33.34	0.0%
6023 · MISC EXPENSE	0.00	0.00	0.00	0.0%
6035 · MERCHANT SERVICES CHARGE	9.79	83.34	-73.55	11.75%
6040 · CASH OVER/SHORT	0.00	0.00	0.00	0.0%
6054 · LEGAL NOTICES	0.00	41.67	-41.67	0.0%
6057 · SUPPLIES OFFICE/ADMIN	266.83	0.00	266.83	100.0%
6066 · ADMIN SERVICES - MINUTES	0.00	0.00	0.00	0.0%
6071 · OFFICE EXPENSE	0.00	500.00	-500.00	0.0%
6072 · POSTAGE	0.00	66.67	-66.67	0.0%
6073 · OFFICE EQUIPMENT - COPIER RENT	730.03	583.34	146.69	125.15%
6076 · RETURNED CHECKS - NSF	0.00	0.00	0.00	0.0%
6079 · INSURANCE - LIABILITY	21,394.66	11,666.67	9,727.99	183.38%
6080 · BAD DEBT EXPENSE	0.00	208.34	-208.34	0.0%
6090 · TELEPHONE	1,098.30	666.67	431.63	164.74%
6091 · EQUIPMENT - OFFICE	0.00	0.00	0.00	0.0%
Total 6000 · OFFICE / MARINA	<u>23,811.11</u>	<u>15,408.38</u>	<u>8,402.73</u>	<u>154.53%</u>
6100 · FUEL				
6101 · PROPANE	285.51	1,166.67	-881.16	24.47%
6103 · FUEL - SECURITY	1,828.40	458.34	1,370.06	398.92%
6104 · MACH/EQUIPMENT	215.27	1,000.00	-784.73	21.53%
6100 · FUEL - Other	498.50	0.00	498.50	100.0%
Total 6100 · FUEL	<u>2,827.68</u>	<u>2,625.01</u>	<u>202.67</u>	<u>107.72%</u>
6200 · PAYROLL EXPENSES				
6210 · PAYROLL	14,753.92	49,166.67	-34,412.75	30.01%
6211 · EMPLOYEE HEALTH BENEFITS	11,378.88	12,166.67	-787.79	93.53%
6221 · DENTAL-ADMIN	0.00	0.00	0.00	0.0%
6230 · LIFE-ADMIN	0.00	0.00	0.00	0.0%
6250 · MEDICAL-ADMIN	0.00	0.00	0.00	0.0%
6260 · VISION-ADMIN	0.00	0.00	0.00	0.0%

Crescent City Harbor District
Profit & Loss Budget vs. Actual
July 2021

	Jul 21	Budget	\$ Over Budget	% of Budget
6270 · WORKERS COMP-ADMIN	6,583.02	2,500.00	4,083.02	263.32%
6280 · PAYROLL TAXES	0.00	5,000.00	-5,000.00	0.0%
6295 · RETIREMENT				
6562 · ADMIN	0.00	0.00	0.00	0.0%
6295 · RETIREMENT - Other	8,530.09	15,000.00	-6,469.91	56.87%
Total 6295 · RETIREMENT	8,530.09	15,000.00	-6,469.91	56.87%
6200 · PAYROLL EXPENSES - Other	0.00	0.00	0.00	0.0%
Total 6200 · PAYROLL EXPENSES	41,245.91	83,833.34	-42,587.43	49.2%
6212 · BAYSIDE PAYROLL				
6215 · BAYSIDE PAYROLL TAXES	0.00	708.34	-708.34	0.0%
6212 · BAYSIDE PAYROLL - Other	0.00	4,166.67	-4,166.67	0.0%
Total 6212 · BAYSIDE PAYROLL	0.00	4,875.01	-4,875.01	0.0%
6213 · REDWOOD HARBOR PAYROLL				
6214 · REDWOOD HARBOR PAYROLL TAXES	0.00	583.34	-583.34	0.0%
6213 · REDWOOD HARBOR PAYROLL - Other	0.00	3,333.34	-3,333.34	0.0%
Total 6213 · REDWOOD HARBOR PAYROLL	0.00	3,916.68	-3,916.68	0.0%
6300 · COMMISSIONERS / RETIREES				
6352 · MEDICAL-COMMISSIONERS	0.00	0.00	0.00	0.0%
6354 · SALARY- COM	0.00	0.00	0.00	0.0%
6355 · MEDICAL-RETIREES	0.00	0.00	0.00	0.0%
6370 · RETIREES-RETIREMENT	0.00	0.00	0.00	0.0%
Total 6300 · COMMISSIONERS / RETIREES	0.00	0.00	0.00	0.0%
6400 · PROFESSIONAL FEES				
6405 · ACCOUNTING - AUDITOR/TREASURER	0.00	916.67	-916.67	0.0%
6406 · FINANCIAL SERVICES ADVISOR	0.00	6,666.67	-6,666.67	0.0%
6410 · OTHER LEGAL	0.00	8,333.34	-8,333.34	0.0%
6415 · LEGAL ATTORNEY FEES	5,623.10	3,333.34	2,289.76	168.69%
6450 · ENGINEERING	6,279.77	1,666.67	4,613.10	376.79%
Total 6400 · PROFESSIONAL FEES	11,902.87	20,916.69	-9,013.82	56.91%
6500 · REPAIR AND MAINT				
6518 · ELECTRICITY REPAIR	7,500.00	833.34	6,666.66	899.99%
6520 · AUTOS	21.68	416.67	-394.99	5.2%
6525 · EQUIPMENT	0.00	1,666.67	-1,666.67	0.0%
6526 · SERV-EQUIPMENT	0.00	0.00	0.00	0.0%
6530 · BUILDINGS	0.00	1,250.00	-1,250.00	0.0%
6531 · DOCKS	0.00	416.67	-416.67	0.0%
6532 · INNER BOAT BASIN	0.00	416.67	-416.67	0.0%
6534 · ROADS & PARKING LOTS	0.00	1,250.00	-1,250.00	0.0%
6535 · UTILITIES	0.00	541.67	-541.67	0.0%

Crescent City Harbor District
Profit & Loss Budget vs. Actual
July 2021

	<u>Jul 21</u>	<u>Budget</u>	<u>\$ Over Budget</u>	<u>% of Budget</u>
6541 · SERVICES-CITIZENS DOCK	0.00	0.00	0.00	0.0%
6543 · SERVICES-OUTER BOAT BASIN	0.00	0.00	0.00	0.0%
6544 · SERVICES ROAD, PARK LOT SIGN	0.00	125.00	-125.00	0.0%
6546 · SERVICES-UTILITES	0.00	0.00	0.00	0.0%
6558 · BUILDING & IMPROVEMENT UTILITIE	0.00	1,666.67	-1,666.67	0.0%
6585 · EQUIPMENT-RENTAL	112.02	250.00	-137.98	44.81%
6500 · REPAIR AND MAINT - Other	0.00	0.00	0.00	0.0%
Total 6500 · REPAIR AND MAINT	7,633.70	8,833.36	-1,199.66	86.42%
6581 · DN EDC TRI AGENCY	0.00	1,666.67	-1,666.67	0.0%
6600 · OPERATING SUPPLIES				
6620 · UNIFORM CLEANING SERVICE	86.12	291.67	-205.55	29.53%
6630 · PERMITS & TESTING	0.00	2,500.00	-2,500.00	0.0%
6640 · OUTSIDE SERVICES	3,586.67	9,166.67	-5,580.00	39.13%
6657 · PARTS & MISC	642.34	1,250.00	-607.66	51.39%
6658 · CHEMICAL	0.00	0.00	0.00	0.0%
6659 · WELDING SUPPLIES	70.72	208.34	-137.62	33.95%
6660 · EXPENDABLE TOOLS	0.00	250.00	-250.00	0.0%
6661 · JANITORIAL	1,033.80	750.00	283.80	137.84%
6662 · SHOP MAINTENANCE	0.00	0.00	0.00	0.0%
6663 · RAIN GEAR/GLOVES	0.00	83.34	-83.34	0.0%
6664 · SAFETY/MEDICAL	1,763.00	208.34	1,554.66	846.21%
6665 · ELECTRICAL	0.00	0.00	0.00	0.0%
6666 · HARDWARE	0.00	0.00	0.00	0.0%
6667 · LUMBER/PLYWOOD	0.00	0.00	0.00	0.0%
6668 · PAINT	0.00	0.00	0.00	0.0%
6669 · PLUMBING	0.00	0.00	0.00	0.0%
6670 · SECURITY SUPPLIES	0.00	12.50	-12.50	0.0%
Total 6600 · OPERATING SUPPLIES	7,182.65	14,720.86	-7,538.21	48.79%
6700 · CAPITAL EXPENDITURE				
6702 · INNER BOAT BASIN	0.00	0.00	0.00	0.0%
6707 · BLDG & IMPROVEMENTS	0.00	7,500.00	-7,500.00	0.0%
6710 · EQUIPMENT	0.00	4,166.67	-4,166.67	0.0%
6713 · COAST GUARD LIFT STATION	0.00	0.00	0.00	0.0%
6714 · VEHICLES	0.00	0.00	0.00	0.0%
6715 · STREETS & ROAD SIGNAGE	0.00	6,666.67	-6,666.67	0.0%
6716 · UTILITIES	0.00	833.34	-833.34	0.0%
6717 · PLUMBING	1,907.00	416.67	1,490.33	457.68%
Total 6700 · CAPITAL EXPENDITURE	1,907.00	19,583.35	-17,676.35	9.74%
6800 · UTILITIES				

Crescent City Harbor District
Profit & Loss Budget vs. Actual
July 2021

	<u>Jul 21</u>	<u>Budget</u>	<u>\$ Over Budget</u>	<u>% of Budget</u>
6830 · ELECTRICITY	8,523.03	16,666.67	-8,143.64	51.14%
6831 · WATER	11,274.25	3,750.00	7,524.25	300.65%
6832 · GARBAGE	16,393.57	6,666.67	9,726.90	245.9%
6833 · WASTE OIL DISPOSAL	0.00	333.34	-333.34	0.0%
6890 · INTERNET SERVICE/TV	1,942.32	1,500.00	442.32	129.49%
Total 6800 · UTILITIES	38,133.17	28,916.68	9,216.49	131.87%
6942 · CONSULTING				
6975 · PROJECT-MASTER PLAN	805.00	0.00	805.00	100.0%
6942 · CONSULTING - Other	0.00	833.34	-833.34	0.0%
Total 6942 · CONSULTING	805.00	833.34	-28.34	96.6%
6950 · TRAVEL-TRAINING MEETING & LOCAL	0.00	833.34	-833.34	0.0%
Total Expense	135,449.09	206,962.71	-71,513.62	65.45%
Net Ordinary Income	18,182.59	-54,365.52	72,548.11	-33.45%
Other Income/Expense				
Other Income				
4010 · DEL NORTE COUNTY TAXES	143,117.77	31,666.67	111,451.10	451.95%
4012 · TOT Tax Income	0.00	10,000.00	-10,000.00	0.0%
4014 · INTEREST LAIF	0.00	666.67	-666.67	0.0%
4015 · SOLAR LICENSING	0.00	22,666.67	-22,666.67	0.0%
4016 · LEGAL SETTLEMENT	0.00	0.00	0.00	0.0%
4700 · INTEREST INCOME	0.00	0.00	0.00	0.0%
Total Other Income	143,117.77	65,000.01	78,117.76	220.18%
Other Expense				
6075 · DEPRECIATION	0.00	310,500.00	-310,500.00	0.0%
6098 · RV TOT TAX	149.40	60.59	88.81	246.58%
6140 · ELECTION COST	0.00	0.00	0.00	0.0%
6375 · INTEREST EXPENSE	0.00	0.00	0.00	0.0%
6579 · PROJECT-REMOVAL ABANDONED BOATS	0.00	0.00	0.00	0.0%
6582 · FRIENDS OF CC HARBOR	0.00	0.00	0.00	0.0%
6584 · VISTOR BUREAU	0.00	500.00	-500.00	0.0%
6588 · ATP-SUNSET CIRCLE				
6588.44 · OUTSIDE SERVICES	0.00	0.00	0.00	0.0%
6588 · ATP-SUNSET CIRCLE - Other	0.00	0.00	0.00	0.0%
Total 6588 · ATP-SUNSET CIRCLE	0.00	0.00	0.00	0.0%
6602 · DNLTTC RSTP-STARFISH WAY	0.00	0.00	0.00	0.0%
7100 · REPORTABLE HEALTH COVERAGE	0.00	0.00	0.00	0.0%
Total Other Expense	149.40	311,060.59	-310,911.19	0.05%
Net Other Income	142,968.37	-246,060.58	389,028.95	-58.1%
Net Income	161,150.96	-300,426.10	461,577.06	-53.64%

Crescent City Harbor District A/R Aging Summary

As of August 12, 2021

	<u>Current</u>	<u>1 - 30</u>	<u>31 - 60</u>	<u>61 - 90</u>	<u>> 90</u>	<u>TOTAL</u>
AARON YOSHIKAWA	154.10	427.68	519.88	512.20	860.00	2,473.86
ALEX KING	0.00	385.00	0.00	0.00	0.00	385.00
ALLEN LORETZ	0.00	1,260.00	0.00	0.00	0.00	1,260.00
ANDREA PARKER	0.00	385.00	385.00	385.00	3,530.00	4,685.00
ANDREW EATON	0.00	385.00	385.00	385.00	385.00	1,540.00
ANDREW EVANOW (ORACLE)	605.00	0.00	0.00	0.00	0.00	605.00
ANDREW GRIFFIN, II	0.00	100.00	100.00	370.56	0.00	570.56
ANGELA MEADOWS	0.00	385.00	0.00	0.00	0.00	385.00
ANTHONY MILLER	0.00	136.86	380.00	790.70	0.00	1,307.56
ART KOON	38.39	37.83	37.27	36.72	781.06	931.27
BENJAMIN PLATT (SEEDLER)	26.13	75.00	0.00	0.00	0.00	101.13
BILL KREJCIK	0.00	385.00	0.00	0.00	0.00	385.00
BLAINE CURVEN	0.00	430.00	430.00	0.00	0.00	860.00
BLAINE RODGERS	0.00	4,410.00	0.00	0.00	0.00	4,410.00
BLANE WELTON	0.00	-430.00	0.00	0.00	0.00	-430.00
BOUNTIFUL OCEANS INC.	60.00	0.00	0.00	0.00	0.00	60.00
BRAD MILLER	0.00	1,075.00	0.00	0.00	0.00	1,075.00
C RENNER PETROLEUM	0.00	574.33	0.00	0.00	0.00	574.33
CHARLEEN LUTTRELL	0.00	130.00	0.00	0.00	0.00	130.00
CHARLES J. WILLIAMS	0.00	-989.00	0.00	0.00	0.00	-989.00
CHARLES J. WILLIAMS (KIMBO)	0.00	0.00	0.00	0.00	0.00	0.00
CHARLES MCKINNEY (WIND DANCER)	126.90	1,442.50	100.00	0.00	0.00	1,669.40
CHARLES WILLIAMS.	0.00	0.00	0.00	0.00	-132.50	-132.50
CHART ROOM STORE	0.00	250.00	250.00	0.00	0.00	500.00
CHRISTOPHE NICOLAS	155.45	30.00	0.00	0.00	0.00	185.45
DARRYL DONOVAN	130.70	380.00	380.00	0.00	0.00	890.70
DAVID BENNETT	80.00	80.00	0.00	0.00	0.00	160.00
DAVID HADDAD	46.24	1,416.00	0.00	0.00	0.00	1,462.24
DAVID SCHUMACK	0.00	450.00	0.00	0.00	0.00	450.00
DERIC WHITE	0.00	285.00	0.00	0.00	0.00	285.00
DON ST. DENIS	0.00	-385.00	0.00	0.00	0.00	-385.00
DOUG CAIRNS	100.00	0.00	0.00	0.00	0.00	100.00
DOUGLAS STRIPLIN	0.00	75.00	0.00	0.00	0.00	75.00

Crescent City Harbor District A/R Aging Summary

As of August 12, 2021

	<u>Current</u>	<u>1 - 30</u>	<u>31 - 60</u>	<u>61 - 90</u>	<u>> 90</u>	<u>TOTAL</u>
ENGLUND MARINE CUSTOMER	0.00	275.42	0.00	0.00	0.00	275.42
FAWN STRYKER	0.00	400.00	0.00	0.00	0.00	400.00
FONDA & JIM THALANDER	0.00	400.00	400.00	400.00	0.00	1,200.00
FRANK DOWD	223.33	72.25	3,150.00	0.00	0.00	3,445.58
GLOBAL HOIST #3& #4	2,296.00	2,296.00	0.00	0.00	0.00	4,592.00
HEIDI REICHLIN	0.00	400.00	0.00	0.00	0.00	400.00
IDABELLE SISK	0.00	400.00	400.00	0.00	0.00	800.00
JACQUELINE KELLOGG	0.00	0.00	0.00	0.00	342.74	342.74
JAMES SWAIN	0.00	400.00	400.00	400.00	0.00	1,200.00
JAY BANTA	150.00	0.00	0.00	0.00	0.00	150.00
JAYDENE STOVER	0.00	385.00	0.00	0.00	0.00	385.00
JEFF HAINES	181.75	150.00	150.00	150.00	0.00	631.75
JEREMY MALLATT	0.00	450.00	0.00	0.00	0.00	450.00
JESSICA LANUM	0.00	385.00	0.00	0.00	0.00	385.00
JOHN EVICH	0.00	55.79	54.96	54.15	1,943.35	2,108.25
JOHN MARTIN	0.00	0.00	0.00	100.00	0.00	100.00
JON JACKSON	0.00	307.08	150.14	147.93	8,195.06	8,800.21
JONATHON BEARDON (BREAKERS)	100.00	26.50	0.00	0.00	0.00	126.50
JONATHON BEARDON (SHADOW)	0.00	62.00	0.00	0.00	0.00	62.00
JOSH LEWIS	652.74	544.57	640.66	527.06	8,137.15	10,502.18
JOSHUA FURLONG	154.84	54.03	139.05	898.47	897.90	2,144.29
JOSHUA JONES	0.00	80.00	0.00	0.00	0.00	80.00
JUGGERNAUT FISHERIES INC.	0.00	3,150.00	0.00	0.00	0.00	3,150.00
JULIO PUENTES	0.00	561.50	0.00	0.00	0.00	561.50
KAMILIA SCHNACKER	0.00	385.00	0.00	0.00	0.00	385.00
KILEY ORTMAN	0.00	500.00	500.00	500.00	2,000.00	3,500.00
KRISTEN WILSON	0.00	400.00	400.00	400.00	400.00	1,600.00
KURT IVISON	130.37	29.92	128.00	100.00	100.00	488.29
LCZ UNLOADERS HOIST #2	0.00	0.00	0.00	-5,000.00	-7,139.87	-12,139.87
LCZ UNLOADERS HOIST #5	0.00	0.00	0.00	-4,260.88	-5,346.37	-9,607.25
LEVI MOYLES	100.00	0.00	0.00	0.00	0.00	100.00
LOREN BROWN	0.00	-60.00	0.00	0.00	0.00	-60.00
MARIE WELCH	0.00	450.00	0.00	0.00	0.00	450.00

Crescent City Harbor District A/R Aging Summary

As of August 12, 2021

	<u>Current</u>	<u>1 - 30</u>	<u>31 - 60</u>	<u>61 - 90</u>	<u>> 90</u>	<u>TOTAL</u>
MARTY LOPEZ	101.83	100.33	98.84	97.38	4,825.47	5,223.85
MAXINE SENIVONGS	0.00	400.00	0.00	0.00	0.00	400.00
MICHAEL KOZAK	0.00	430.00	430.00	430.00	5,080.00	6,370.00
MICHAEL RICKNER	100.00	949.50	200.00	100.00	100.00	1,449.50
MM DIVING, INC	0.00	560.00	0.00	0.00	0.00	560.00
NELSON TAYLOR	0.00	-450.00	0.00	0.00	0.00	-450.00
NOR-CAL SEAFOOD HOIST #6	0.00	-318.53	0.00	0.00	0.00	-318.53
OCEAN GOLD SEAFOODS	0.00	30.00	0.00	0.00	0.00	30.00
PACIFIC CHOICE HOIST #7	1,837.76	317.08	0.00	0.00	0.00	2,154.84
PACIFIC CHOICE SEAFOOD	0.00	4,200.83	4,200.83	0.00	0.00	8,401.66
PAM CLARY	0.00	385.00	0.00	0.00	0.00	385.00
PATRICK GRUELL	0.00	460.00	460.00	460.00	1,930.00	3,310.00
RAY FAIRFAX	285.00	0.00	0.00	0.00	0.00	285.00
RENEE GAINEY	0.00	385.00	385.00	385.00	4,300.00	5,455.00
RICHARD AXELSON	180.91	183.49	180.77	30.00	0.00	575.17
RICHARD BOLEN	0.00	350.00	200.00	0.00	0.00	550.00
RICHARD NEHMER	60.00	0.00	0.00	0.00	0.00	60.00
ROBERT BURCHELL	0.00	120.00	0.00	0.00	60.00	180.00
ROBERT E. FLORES	0.00	400.00	0.00	0.00	0.00	400.00
ROBERT EADS	0.00	20.00	0.00	0.00	0.00	20.00
ROBIN LAWSON	0.00	-385.00	0.00	0.00	0.00	-385.00
RONNIE CARON	0.00	0.00	0.00	0.00	-410.58	-410.58
SAFE COAST SEAFOODS, LLC	0.00	2,000.00	0.00	0.00	0.00	2,000.00
SEAN SNOWDER	0.00	385.00	0.00	0.00	0.00	385.00
SHELBY FELVER	0.00	430.00	0.00	0.00	0.00	430.00
SHELLY COOK	0.00	530.00	530.00	530.00	2,120.00	3,710.00
SOUTH BEND PRODUCTS	0.00	2,500.00	0.00	0.00	0.00	2,500.00
SPIRIT OF '76 INC.	0.00	0.00	0.00	-300.00	0.00	-300.00
STANCO ENTERPRISES	0.00	0.00	0.00	0.00	-1,782.50	-1,782.50
STEVE FLANDERS	0.00	285.00	0.00	0.00	0.00	285.00
STEVEN VIRELLO	150.00	0.00	0.00	0.00	0.00	150.00
THOMAS D. SHANNON	0.00	400.00	400.00	400.00	2,800.00	4,000.00
THOMAS GREEN	0.00	400.00	0.00	0.00	0.00	400.00

Crescent City Harbor District A/R Aging Summary

As of August 12, 2021

	<u>Current</u>	<u>1 - 30</u>	<u>31 - 60</u>	<u>61 - 90</u>	<u>> 90</u>	<u>TOTAL</u>
TIM JOHNSON	0.00	285.00	0.00	0.00	0.00	285.00
TIMOTHY D. POTTER	0.00	75.00	0.00	0.00	0.00	75.00
TODD STRAUSS	0.00	500.00	0.00	0.00	0.00	500.00
TOM WOOLF	45.85	1,290.00	100.00	1,290.00	0.00	2,725.85
TROY BARRETT	0.00	450.00	180.00	0.00	0.00	630.00
WES TAYLOR	150.00	0.00	0.00	0.00	0.00	150.00
WESTIE RADKE	0.00	400.00	0.00	0.00	0.00	400.00
WILLIAM SCOTT	0.00	0.00	167.74	400.00	2,000.00	2,567.74
TOTAL	<u>8,423.29</u>	<u>43,813.96</u>	<u>17,013.14</u>	<u>719.29</u>	<u>35,975.91</u>	<u>105,945.59</u>



4. Communications and Reports

b. CEO/Harbormaster Report

Trenching has begun outside the FB lease area, at additional expense to the harbor, for the benefit of our local fisheries. We anticipate completion of the conduit install shortly and are currently waiting on power boxes to arrive for reconnection. The two lease areas will be worth about \$60,000/year plus poundage fees.

Internet and phone service in the RV parks has been down due to power issues to the antenna on the roof of the Fashion Blacksmith building. Our IT contractor was not allowed on the property to remove the antenna and place it somewhere with a stable power source so we have been forced to order new equipment. The positive is that the \$3500 spent on new antennas and receives should be an upgrade.

Our financial consultant, Stephen, has returned home to his family. He will continue to work on our financial systems remotely from Las Vegas but he knows that he is welcome in the harbor any time he needs out of the desert heat.

We are also losing our Special Projects Coordinator Ashley. She is moving to Astoria and will be missed. She will do some remote projects for us and will be back every so often to help out while we look for a replacement person for the office.

Continued on next slide...



4. Communications and Reports

b. CEO/Harbormaster Report

South Bend Seafoods has decided to move on from Crescent City. After the last crab season they were unable to continue to support an expanded operation. Leon Gavin is next up on the list and he and his business partner Peter Nguyen are ready to take over the space as early as soon as South Bend releases the lease area. We are looking forward to a long and prosperous relationship with them.

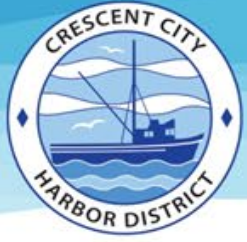
Farmer's Market was back on Saturday. They closed Saturday the 8th due to the surging Covid numbers in the county but chose to reopen on the 14th with added precautions.

The Northcoast Marine Mammal Center Run for the Seals has been cancelled due to Covid and low turnout. We're looking forward to either a rescheduled run or the next annual race.

Rich Salvaressa and I interviewed some candidates for the open Maintenance Positions. We selected two candidates and are in the process of onboarding them now.

The county has finally passed our Land Use Plan on to the Coastal Commission. Due to low staffing and remote work from Covid the Coastal Commission is experiencing significant delays in processing approvals. We will continue to check in with them regularly to for our LUP Approval.

Public Comment?



4. Communications and Reports

c. Harbor Commissioner Reports

Pursuant to the Brown Act, this item allows the Commissioners to briefly discuss activities engaged in since the previous public meeting.

Commissioner Rick Shepherd

Commissioner Harry Adams

Commissioner Gerhard Weber

Commissioner Wes White, Secretary

Commissioner Brian Stone, President

5. Adjourn to Closed Session

CLOSED SESSION

- a. CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION
(Government Code section 54956.9(d)(2))
Significant Exposure to Litigation: One case based on correspondence with Fashion Blacksmith regarding entry to lease area.

- b. CONFERENCE WITH LEGAL COUNSEL – INITIATION OF LITIGATION
(Government Code section 54956.9(d)(4))
Number of Cases: 1



6. Adjourn Closed Session

7. Report out of Closed Session

8. ADJOURNMENT

Adjournment of the Board of Harbor Commissioners will be until the next meeting scheduled for Tuesday, September 7, 2021, at 2 p.m. PDT. Until the Governor rescinds Executive Order N-29-20, all Harbor Commission meetings will be held via Zoom Web Conferencing. Access code for public participation can be found in the meeting notice posted on the Harbor District website or on the Harbor bulletin board at 101 Citizens Dock Road.

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.

