

Board of Harbor Commissioners

Crescent City Harbor District

September 30, 2026

Special Harbor Commission Meeting



Special Meeting

Board of Harbor Commissioners of the Crescent City Harbor District

Chair Rick Shepherd, Vice Chair John Evans
Commissioner Gerhard Weber, Commissioner Dan Schmidt, Commissioner Annie Nehmer

AGENDA

Date: Wednesday, September 30, 2026

Time: Open Session: 2:00 p.m.

Place: 101 Citizens Dock, Crescent City, CA, and via Zoom Webinar,

VIRTUAL MEETING OPTIONS

TO WATCH (via online)

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

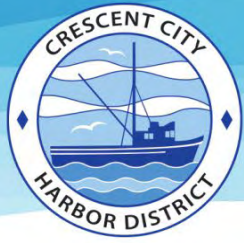
TO LISTEN (via telephone)

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**



1. Preliminary Items

d. General Public Comments

The general comment period is provided for subjects not included on the agenda but within the subject matter jurisdiction of the District. Each person is limited to a maximum of 3 minutes of speaking time. To maintain meeting decorum, Board members and staff should refrain from responding to statements or questions during this time, but may be available to follow-up with members of the public after the meeting.



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 August 26, 2026 Regular Meeting**
- b) Approve Kimley-Horn August invoice# 37087017**
- c) Approve Mitchell Law Firm August invoice #12081**
- d) Approve Community System Solutions August invoice #13116-01 HMGP**
- e) Approve Community System Solutions August invoice #701261-02 PIDP 2022**
- f) Approve Community System Solutions August invoice #701262-02 PIDP 2024**
- g) Approve GHD invoice #380-0097247 (Structural Engineering Inspection)**

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 26, 2026 12:00 p.m.



Board of Harbor Commissioners of the Crescent City Harbor District

MINUTES

Regular Session, Wednesday, August 26, 2026, at 12:00 P.M.

These minutes were prepared pursuant to Government Code Section 54953(c)(2) and CCHD Board Bylaws Section 7.15(a). These are "Action Minutes" that are limited to recording actions taken by the Board.

1) Roll Call. Commissioners Present: Schmidt, Evans, Weber, Shepherd

2) Adjourn to closed session.

a. CONFERENCE WITH REAL PROPERTY NEGOTIATORS

Government Code section 54956.8.

Property Address: 161 Starfish Way;

District negotiators: Mike Rademaker (CEO/Harbormaster), Ryan Plotz (Counsel), Sandy Moreno (Financial Consultant);

Negotiating parties: Ocean Gold Seafoods, Inc.;

Under negotiation: Price and payment terms

b. CONFERENCE WITH REAL PROPERTY NEGOTIATORS

Government Code section 54956.8.

Property Address: 750 US Highway 101, Crescent City Harbor, CA 95531;

District negotiators: Mike Rademaker (CEO/Harbormaster), Ryan Plotz (Counsel), Sandy Moreno (Financial Consultant);

Negotiating parties: Daniel Dahan;

Under negotiation: Price and payment terms

c. CONFERENCE WITH REAL PROPERTY NEGOTIATORS

Government Code section 54956.8.

Property Address: 159 Starfish Way, Crescent City, CA 95531;

District negotiators: Mike Rademaker (CEO/Harbormaster), Ryan Plotz (Counsel), Sandy Moreno (Financial Consultant)

Negotiating parties: Daniel Dahan;

Under negotiation: Price and payment terms

3) [2:00 P.M.] Reconvene in open session

There was nothing to report from closed session.

4) Consent Calendar:

a) Approve minutes of the August 12, 2026 Regular Meeting and August 14, 2026 Special Meeting.

b) Approve Moffatt & Nichol invoice #812079 dated 7/14/26

c) Approve Mitchell Law Firm Invoice #11409 dated 5/31/26; Invoice #11710 dated 7/1/26; and Invoice #12008 dated 7/31/26

Commissioner Weber made a motion to approve the consent calendar and Commissioner Evans seconded the motion.

ACTION TAKEN: MOTION PASSED

AYES: EVANS, WEBER, SCHMIDT, SHEPHERD // **NAYS:** NONE

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

5) Seawall and Citizens Dock Pier 1 Project update from Kimley-Horn

6) Consider Construction Design Services proposals and select preferred proposer. Approve Resolution 2026-15 authorizing the negotiation and execution of a professional services agreement with the selected proposer, subject to parameters established by the Board, and approval as to form by District Counsel.

Commissioner Evans made a motion to approve Resolution 2026-15 with Kimley-Horn's proposal being the one that was selected. Commissioner Shepherd seconded the motion.

ACTION TAKEN: MOTION PASSED

AYES: EVANS, WEBER, SCHMIDT, SHEPHERD // **NAYS:** NONE

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

7) Approve Revised Redwood Harbor Village and Bayside RV Park Lease Agreements with Crescent City Beach Village LLC and adopt Resolution No. 2026-16 which authorizes lease execution and reaffirms Resolutions Nos. 2026-12 and 2026-13.

Commissioner Shepherd moved to approve Resolution No. 2026-16 and the referenced leases. Commissioner Weber seconded the motion.

ACTION TAKEN: MOTION PASSED

AYES: EVANS, WEBER, SCHMIDT, SHEPHERD // **NAYS:** NONE

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

8) Consider and adopt Resolution No. 2026-17 approving a lease with Ocean Gold Seafoods, Inc., for the property located at 161 Starfish Way, Crescent City, authorizing the CEO/Harbormaster to execute the lease subject to final approval by District Counsel.

Commissioner Schmidt moved to adopt Resolution No. 2026-17, along with the referenced lease. Commissioner Weber seconded the motion.

ACTION TAKEN: MOTION PASSED

AYES: EVANS, WEBER, SCHMIDT, SHEPHERD // **NAYS:** NONE

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

9) Consider Structural Condition Assessment of selected CCHD buildings as presented by GHD Engineering, Architecture & Construction advisors.

10) Consider and approve Marina Management Software.

Commissioner Evans made a motion to approve the continued use of Dockwa as the Marina Management Software that CCHD will use. Commissioner Weber seconded the motion.

ACTION TAKEN: MOTION PASSED

AYES: EVANS, WEBER, SCHMIDT, SHEPHERD // **NAYS:** NONE

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

11) Communications, Reports, and Directions to Staff

a. Harbor Commissioner & Committee Reports

b. CEO/Harbormaster Report

c. Financial Report

i. Statement Summary Report as of July 31, 2026

ii. Balance Sheet by Month

iii. Profit and Loss by Month

iv. Profit and Loss by Class

v. Budget to Actual Report

vi. Cash Flow Report for July 2026

vii. Update on Grant Billing

viii. Update on Audit Status

ix. Approve Revised Pay Schedule 26/27

Commissioner Shepherd made a motion to approve the 26/27 Revised Pay Schedule and Commissioner Weber seconded the motion.

ACTION TAKEN: MOTION PASSED

AYES: EVANS, WEBER, SCHMIDT, SHEPHERD // **NAYS:** NONE

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

12) MEETING ADJOURNMENT

Attested by:

Justin Hanks
Clerk of the Board



September 16, 2026

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

Attn: Kristina Hanks (Harbor Administration)

Re: Monthly Invoice for Professional Services
Crescent City Harbor District - Project Management Services
Kimley-Horn Project No. 297057001
Invoice No. 37087017 | Billing Period: 08/31/2026

Dear Ms. Hanks:

Enclosed is Kimley-Horn's invoice for project management services provided to the Crescent City Harbor District. Work completed to date includes the following:

- Project kick-off meeting with District staff and the project team
- Review of existing project documents, permits, and grant requirements
- Preparation and delivery of Board of Harbor Commissioners presentations

Allocation of Charges - PIDP Grant Program Funding

As requested by the District, all charges on the enclosed invoice have been separated on a 50/50 basis between the 2022 PIDP grant program and the 2024 PIDP grant program, as summarized below:

Funding Source	Allocation	Amount
2022 PIDP Grant Program	50%	\$2,978.25
2024 PIDP Grant Program	50%	\$2,978.25
Total Invoice Amount	100%	\$5,956.50

The same 50/50 allocation has been applied to each charge category so the invoice can be readily reconciled and reported against each grant.

Please contact me at 562.363.5051 or jerry.holcomb@kimley-horn.com with any questions.

Sincerely,

KIMLEY-HORN AND ASSOCIATES, INC.

Jerry Holcomb, PE
Project Manager | Coasts & Waterfronts

Enclosure: Invoice No.

cc: Mike Rademaker, CEO/Harbormaster, Crescent City Harbor District
Mike Bahr, CSS Grants

Please remit payment electronically to:

Account Name: KIMLEY-HORN AND ASSOCIATES, INC.
 Bank Name and Address: WELLS FARGO BANK, N.A., SAN FRANCISCO, CA 94104
 Account Number: 2073089159554
 ABA#: 121000248

Include invoice # in memo line

Please email ACH payment details to payments@kimley-horn.com for proper payment application

CRESCENT CITY HARBOR DISTRICT
 101 CITIZENS DOCK RD
 CRESCENT CITY, CA 95531

Invoice Amount: \$5,956.50

Invoice No: 37087017
 Invoice Date: Aug 31, 2026

Federal Tax Id: 56-0885615
 For Services Rendered through Aug 31, 2026

Project No: 297057001.3
 Project Name: CRESCENT CITY HARBOR DIST
 Project Manager: HOLCOMB, JERRY

Client Reference: DATED JULY 1 2026
 N/A

HOURLY NOT TO EXCEED

Description	Contract Value	% Billed to Date	Amount Billed to Date	Remaining Contract Value	Previous Amount Billed	Current Amount Due
TASK 1 - PRE-CONSTRUCTION PLANNING AND DESIGN COORDINATION	221,859.34	2.68%	5,956.50	215,902.84	0.00	5,956.50
TASK 2 - BID PHASE SERVICES	97,242.54	0.00%	0.00	97,242.54	0.00	0.00
99OFFICE EXPENSE	0.00		0.00	0.00	0.00	0.00
OTHER DIRECT COSTS	30,898.12	0.00%	0.00	30,898.12	0.00	0.00
Subtotal	350,000.00	1.70 %	5,956.50	344,043.50	0.00	5,956.50
Total HOURLY NOT TO EXCEED						5,956.50

DESCRIPTION OF SERVICES PERFORMED:

- ****MONTHLY ACCOUNTING INVOICE****: TIME WAS ALLOCATED FOR THE PREPARATION AND REVIEW OF MONTHLY ACCOUNTING INVOICES.
- ****PM COORDINATION / PROJECT PLANNING****: COORDINATION EFFORTS AND PLANNING ACTIVITIES FOR THE PROJECT WERE CONDUCTED.
- ****PM PRESENTATION****: PRESENTATIONS FOR PROJECT-RELATED UPDATES OR DISCUSSIONS WERE PREPARED.
- ****RESPONSIBILITY MATRIX****: THE RESPONSIBILITY MATRIX WAS REVIEWED, EDITED, AND SHARED VIA EMAIL WITH BENITA.
- ****KICK-OFF MEETING****: PREPARATIONS FOR THE KICK-OFF MEETING INCLUDED REVIEWING THE MATRIX AND DISCUSSING THE AGENDA FOR THE 8/26 MEETING.
- ****CCHD BOARD MEETING PRESENTATION****: A PRESENTATION WAS PREPARED FOR THE CCHD 8/26 BOARD MEETING.
- ****REGULATORY AGENCY RESPONSE TO COMMENTS DRAFTS****: DRAFTS FOR RESPONSES TO REGULATORY AGENCY COMMENTS WERE COMPLETED.
- ****KICK-OFF AND INTERNAL TEAM STAFFING PLAN****: PREPARATIONS FOR THE KICK-OFF MEETING AND AN INTERNAL STAFFING PLAN WERE UNDERTAKEN.
- ****UPCOMING MEETING AGENDA****: AGENDAS FOR UPCOMING MEETINGS WERE DEVELOPED.
- ****CCHD BOARD MEETING****: PARTICIPATION AND PREPARATIONS FOR THE CCHD BOARD MEETING WERE DOCUMENTED.
- ****MEETING WITH CSS****: A MEETING WITH CSS WAS CONDUCTED.

Total Invoice: \$5,956.50

CRESCENT CITY HARBOR DISTRICT
101 CITIZENS DOCK RD
CRESCENT CITY, CA 95531

Invoice No: 37087017
Invoice Date: Aug 31, 2026
Project No: 297057001.3
Project Name: CRESCENT CITY HARBOR
DIST
Project Manager: HOLCOMB, JERRY

HOURLY NOT TO EXCEED

Task	Description	Qty Hours	Billing Rate	Current Amount Due
TASK 1 - PRE-CONSTRUCTION PLANNING AND DESIGN COORDINATION	ANALYST II	2.0	189.75	379.50
	ANALYST II	1.0	189.75	189.75
	PIC	1.0	420.97	420.97
	PM	16.0	288.91	4,622.56
	SENIOR PROFESSIONAL III	0.5	406.58	203.29
	SUPPORT STAFF	1.0	140.43	140.43
TOTAL TASK 1 - PRE-CONSTRUCTION PLANNING AND DESIGN COORDINATION		21.5		5,956.50
TOTAL LABOR AND EXPENSE DETAIL				5,956.50

This page is for informational purposes only. Please pay amount shown on cover page.



THE MITCHELL LAW FIRM, LLP

426 First Street
Eureka, CA 95501
Phone: (707) 443-5643
mitchelllawfirm.com

INVOICE

Invoice # 12081
Date: 08/31/2026
Due On: 09/30/2026

Crescent City Harbor District
101 Citizens Dock Rd.
Crescent City, CA 95531

ENTERED ON: 9/11/26
BY: DA
3903 Adm \$6,245.00

25-058 CRESCENT CITY HARBOR DIS.- RTP

25-058 CRESCENT CITY HARBOR DIS.- RTP

Attorney	Date	Notes	Quantity	Rate	Total
RTP	08/04/2026		0.90	\$250.00	\$225.00
RTP	08/04/2026		1.30	\$250.00	\$325.00
RTP	08/04/2026		0.30	\$250.00	\$75.00
RTP	08/04/2026		1.50	\$250.00	\$375.00
RTP	08/05/2026		0.10	\$250.00	\$25.00
RTP	08/10/2026		0.10	\$250.00	\$25.00

RTP	08/10/2026	0.50	\$250.00	\$125.00
RTP	08/11/2026	0.70	\$250.00	\$175.00
RTP	08/12/2026	0.30	\$250.00	\$75.00
RTP	08/12/2026	0.90	\$250.00	\$225.00
RTP	08/12/2026	0.90	\$250.00	\$225.00
RTP	08/12/2026	0.20	\$250.00	\$50.00
RTP	08/12/2026	0.10	\$250.00	\$25.00
RTP	08/12/2026	0.50	\$250.00	\$125.00
RTP	08/13/2026	0.40	\$250.00	\$100.00
RTP	08/13/2026	0.10	\$250.00	\$25.00
RTP	08/13/2026	0.10	\$250.00	\$25.00
RTP	08/13/2026	0.10	\$250.00	\$25.00
RTP	08/13/2026	0.10	\$250.00	\$25.00

RTP	08/14/2026	0.70	\$250.00	\$175.00
RTP	08/14/2026	0.90	\$250.00	\$225.00
RTP	08/14/2026	0.10	\$250.00	\$25.00
RTP	08/17/2026	0.30	\$250.00	\$75.00
RTP	08/17/2026	0.20	\$250.00	\$50.00
RTP	08/17/2026	0.20	\$250.00	\$50.00
RTP	08/17/2026	1.90	\$250.00	\$475.00
RTP	08/17/2026	0.70	\$250.00	\$175.00
RTP	08/18/2026	0.30	\$250.00	\$75.00

RTP	08/18/2026	0.50	\$250.00	\$125.00
RRS	08/19/2026	1.20	\$225.00	\$270.00
RTP	08/19/2026	0.10	\$250.00	\$25.00
RTP	08/20/2026	0.90	\$250.00	\$225.00
RTP	08/21/2026	1.30	\$250.00	\$325.00
RTP	08/21/2026	0.10	\$250.00	\$25.00
RTP	08/24/2026	3.60	\$250.00	\$900.00
RTP	08/24/2026	0.10	\$250.00	\$25.00
RTP	08/25/2026	0.10	\$250.00	\$25.00
RTP	08/25/2026	0.10	\$250.00	\$25.00
RTP	08/25/2026	0.60	\$250.00	\$150.00
RTP	08/26/2026	0.20	\$250.00	\$50.00

RTP	08/28/2026	0.20	\$250.00	\$50.00
RTP	08/28/2026	0.10	\$250.00	\$25.00
RTP	08/28/2026	0.10	\$250.00	\$25.00
RTP	08/28/2026	0.10	\$250.00	\$25.00
RTP	08/31/2026	0.50	\$250.00	\$125.00
RTP	08/31/2026	0.10	\$250.00	\$25.00
RTP	08/31/2026	0.70	\$250.00	\$175.00
RTP	08/31/2026	0.10	\$250.00	\$25.00

Subtotal \$6,245.00

Total \$6,245.00

Detailed Statement of Account**Other Invoices**

Invoice Number	Due On	Amount Due	Payments Received	Balance Due
11409	06/30/2026	\$4,222.00	\$0.00	\$4,222.00
11710	07/31/2026	\$4,275.00	\$0.00	\$4,275.00
12008	08/30/2026	\$1,550.00	\$0.00	\$1,550.00

} - Pd CK
8705

Current Invoice

Invoice Number	Due On	Amount Due	Payments Received	Balance Due
12081	09/30/2026	\$8,245.00	\$0.00	\$8,245.00
			Outstanding Balance	\$16,292.00
			Total Amount Outstanding	\$16,292.00

Please make all amounts payable to: The Mitchell Law Firm LLP

Please pay within 30 days.



INVOICE 13116-01 – August 2026
Agreement: HMGP- Grant Management
Date: August 31, 2026

To: Crescent City Harbor District

Invoice Time Period: August 1, 2026 – August 31, 2026

For: Professional Services: CalOES/FEMA HMGP grant - DR-4482-641-65R

Scope of Work Performed: Grant Administration services

- Multiple calls and emails each week with Harbor CEO to review project opportunities and discuss current grant project elements.
- Prepared materials and presented at Harbor Board meetings.
- Reviewed RFP responses and prepared Board report.
- Created detailed invoice tracking documentation to input invoice information received from CCHD.
- Created project element tracking chart for ongoing and remaining grant elements to be performed.
- Led CalOES grant compliance review.
 - Worked with Harbor staff to get all needed documents
 - Provided documents to the compliance review team – multiple times
 - Created responses to CalOES questions
 - Started working on Compliance Report for CalOES
 - Started preparing documents for CCHD to adopt in order to meet CalOES requests.
- Performed and documented current and historical [SAM.gov](https://www.sam.gov) eligibility checks and developed prospective-vendor verification tracking for future procurements
- Revised HMGP quarterly reporting to update percent complete, project milestones, delays, remaining activities etc., per MARAD guidance
- Answered relevant questions from proposers for Construction Design RFP.

Communitysystemsolutions.com
916-827-0016

- Reviewed RFP proposals and discussed with Harbor CEO.
- Met with Construction Design RFP and discussed next steps
- Reviewed Building Structural Report with Harbor CEO

Charges by categories: Labor

Staff Member	Hourly Rate	Hours	Amount
Mike Bahr	\$100	40	\$4,000
Benita Jangala	\$75	10	\$750
Trinket Glasgow	\$65	32	\$2,080
Sami Burns	\$55	44	\$2,420
TOTAL			\$9,250

Total Due this Invoice: \$9,250

Please Make Check Payable to Community System Solutions

When Check is ready, please call Mika McKenzie at 541-968-9886 to pick up the check.

Thank you! Mike Bahr, CEO, Community System Solutions

Communitysystemsolutions.com
916-827-0016



INVOICE 701261-02 – August 2026
Agreement: PIDP 2022- Grant Management
Date: August 31, 2026

To: Crescent City Harbor District

Invoice Time Period: August 1, 2026 – August 31, 2026

For: Professional Services: MARAD FY 2022 PIDP Grant No. 693JF72344010

Scope of Work Performed: Grant Management Services

- Discussion with MARAD staff, update on project and grant performance elements
- Reviewed grant management tools and templates with Harbor CEO and Project Manager. Updated template based on feedback.
- Continued review of Harbor District bylaws, policies and other internal guidance documents to determine if elements needed to meet grant requirements are contained in the documents,
- Reviewed drafts of CCHD policy updates to meet grant requirements with Harbor CEO
- Reviewed project documents with Project Manager team, multiple calls
- Multiple calls with other project team members
- Multiple calls with Harbor CEO regarding project elements.

Charges by categories: Labor

Role	Staff Member	Hourly Rate	Hours	Amount
Project Team Lead	Mike Bahr	\$100	20	\$ 2,000
Grant Project Lead	Benita Jangala	\$75	8	\$ 600
Data Management	Trinket Glasgow	\$65	16.25	\$ 1,056
Operations Support	Sami Burns	\$55	24.5	\$ 1,344
TOTAL				\$ 5,000

Total Due this Invoice: \$5,000

Communitysystemsolutions.com
916-827-0016

Please Make Check Payable to Community System Solutions

When Check is ready, please call Mika McKenzie at 541-968-9886 to pick up the check.

Thank you! Mike Bahr, CEO, Community System Solutions

Communitysystemsolutions.com
916-827-0016



INVOICE 701262-02 – August 2026
Agreement: PIDP 2024- Grant Management
Date: August 31, 2026

To: Crescent City Harbor District

Invoice Time Period: August 1, 2026 – August 31, 2026

For: Professional Services: MARAD FY 2024 PIDP Grant No. 693JF72540013

Scope of Work Performed: Grant Management Services

- Discussion with MARAD staff, update on project and grant performance elements
- Reviewed grant management tools and templates with Harbor CEO and Project Manager. Updated template based on feedback.
- Continued review of Harbor District bylaws, policies and other internal guidance documents to determine if elements needed to meet grant requirements are contained in the documents,
- Reviewed drafts of CCHD policy updates to meet grant requirements with Harbor CEO
- Reviewed project documents with Project Manager team, multiple calls
- Multiple calls with other project team members
- Multiple calls with Harbor CEO regarding project elements.

Charges by categories: Labor

Role	Staff Member	Hourly Rate	Hours	Amount
Project Team Lead	Mike Bahr	\$100	20	\$ 2,000
Grant Project Lead	Benita Jangala	\$75	8	\$ 600
Data Management	Trinket Glasgow	\$65	16.25	\$ 1,056
Operations Support	Sami Burns	\$55	24.5	\$ 1,344
TOTAL				\$ 5,000

Total Due this Invoice: \$5,000

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916-827-0016

Please Make Check Payable to Community System Solutions

When Check is ready, please call Mika McKenzie at 541-968-9886 to pick up the check.

Thank you! Mike Bahr, CEO, Community System Solutions

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916-827-0016



GHD Inc.
T 707 523 1010 W www.ghd.com

Company Registration
Tax Identification Number: 98-0425935

Crescent City Harbor District
101 Citizens Dock Road
Crescent City, CA 95531
United States of America

Invoice : 380-0097247
Invoice Date : 9/2/2026
Project : 12683907
Project Name : CCHD Structural Engineering
Inspection
Purchase Order # : CCHD Structural

For Professional Services Rendered Through 8/29/2026

Attention: Mike Rademaker

	Fee	Available	Billings		
			To Date	Previous	Current
1 - Meetings and Project Management	9,766.00	9,766.00	5,259.15	0.00	5,259.15
<i>Rate Labor</i>	5,115.15				
<i>Unit Rate Expenses</i>	144.00				
2 - On-Site Structural Investigation	14,725.00	14,725.00	10,557.71	0.00	10,557.71
<i>Rate Labor</i>	9,186.50				
<i>Expenses</i>	519.66				
<i>Unit Rate Expenses</i>	851.55				
<i>Total Expenses</i>	1,371.21				
3 - Structural Investigation Report	60,432.00	60,432.00	29,649.20	0.00	29,649.20
<i>Rate Labor</i>	28,603.20				
<i>Unit Rate Expenses</i>	1,046.00				
4 - Marina Utility Damage Assessment	27,689.00	27,689.00	15,569.16	0.00	15,569.16
<i>Rate Labor</i>	14,137.75				
<i>Expenses</i>	1,016.73				
<i>Unit Rate Expenses</i>	414.68				
<i>Total Expenses</i>	1,431.41				

Current Billings	61,035.22
Amount Due This Bill	USD 61,035.22

Total Fee : 112,612.00
To Date Billings : 61,035.22
Total Remaining : 51,576.78

Remit EFT Payments To:

Account number	220889651
ABA number	022000020
Please email remittance to	usremittance@ghd.com
Please remit checks to	GHD Inc. Dept. LA 23922 Pasadena, CA 91185-3922

1 - Meetings and Project Management

Labour				
Rate Labor				
Class / Employee	Date	Hours	Rate	Amount
Project Support 5				
Agustin Saba				
	5/4/2026	0.10	143.0000	14.30
	7/28/2026	0.10	143.0000	14.30
		-----		-----
		0.20		28.60
Total Agustin Saba				
Miguel Ortiz				
	4/29/2026	1.20	143.0000	171.60
	4/30/2026	0.40	143.0000	57.20
	5/14/2026	0.10	143.0000	14.30
	7/28/2026	0.30	143.0000	42.90
	7/29/2026	0.25	143.0000	35.75
	8/18/2026	0.40	143.0000	57.20
	8/24/2026	0.60	143.0000	85.80
	8/28/2026	0.40	143.0000	57.20
		-----		-----
		3.65		521.95
Total Miguel Ortiz				
Sebastian Lopez				
	7/23/2026	0.10	143.0000	14.30
	8/13/2026	0.10	143.0000	14.30
		-----		-----
		0.20		28.60
Total Sebastian Lopez				
Total Project Support 5				
		-----		-----
		4.05		579.15
Senior Technical Director 3				
Stephanie Gould				
	7/21/2026	1.00	252.0000	252.00
	7/23/2026	1.00	252.0000	252.00
	7/29/2026	1.00	252.0000	252.00
	8/4/2026	1.00	252.0000	252.00
	8/5/2026	1.00	252.0000	252.00
	8/6/2026	1.00	252.0000	252.00
	8/7/2026	1.00	252.0000	252.00
	8/10/2026	1.00	252.0000	252.00
	8/11/2026	0.50	252.0000	126.00
	8/12/2026	1.00	252.0000	252.00
	8/18/2026	0.50	252.0000	126.00
	8/20/2026	1.00	252.0000	252.00
	8/21/2026	1.00	252.0000	252.00
	8/26/2026	1.00	252.0000	252.00
		-----		-----
		13.00		3,276.00
Total Stephanie Gould				
Total Senior Technical Director 3				
		-----		-----
		13.00		3,276.00
Technical Director 1				
Stephanie Gould				
	5/1/2026	0.50	252.0000	126.00
	5/18/2026	2.00	252.0000	504.00
	6/18/2026	0.50	252.0000	126.00
	7/17/2026	2.00	252.0000	504.00
		-----		-----
		5.00		1,260.00
Total Stephanie Gould				
Total Technical Director 1				
		-----		-----
		5.00		1,260.00

Total Rate Labor			5,115.15
Total Labour			5,115.15
Expenses			
Unit Rate Expenses			
Account / Unit / Vendor	Quantity	Rate	Amount
Office Supplies & Consumables (UP)			
Associated Project Charges			
Stephanie Gould	18.00	8.0000	144.00
Total Office Supplies & Consumables (UP)			144.00
Total Unit Rate Expenses			144.00
Total Expenses			144.00
Total Bill Task: 1 - Meetings and Project Management			5,259.15

2 - On-Site Structural Investigation

Labour				
Rate Labor				
Class / Employee	Date	Hours	Rate	Amount
Professional 2				
Nicolas Tortora				
	5/18/2026	8.00	179.0000	1,432.00
	5/19/2026	8.00	179.0000	1,432.00
	5/20/2026	8.00	179.0000	1,432.00
	6/30/2026	1.50	179.0000	268.50
	7/2/2026	4.00	179.0000	716.00
		-----		-----
		29.50		5,280.50
		-----		-----
		29.50		5,280.50
Total Nicolas Tortora				
Total Professional 2				
Technical Director 2				
Cody Cruz				
	5/13/2026	0.50	252.0000	126.00
	5/18/2026	0.50	252.0000	126.00
	5/19/2026	8.00	252.0000	2,016.00
	5/20/2026	2.00	252.0000	504.00
	5/27/2026	1.00	252.0000	252.00
	6/26/2026	1.50	252.0000	378.00
	6/29/2026	1.00	252.0000	252.00
	6/30/2026	1.00	252.0000	252.00
		-----		-----
		15.50		3,906.00
		-----		-----
		15.50		3,906.00
Total Cody Cruz				
Total Technical Director 2				
Total Rate Labor				
9,186.50				
Total Labour				
9,186.50				

Nicolas Tortora	ER0000892191	5/20/2026	41.98	1.1500	48.28
			-----		-----
Total Nicolas Tortora			449.88		517.36
	Total Expenses				519.66
Unit Rate Expenses					
Account / Unit / Vendor		Quantity		Rate	Amount

Office Supplies & Consumables (UP)					
Associated Project Charges					
Cody Cruz		15.50		8.0000	124.00
Nicolas Tortora		29.50		8.0000	236.00
		-----			-----
Total Associated Project Charges		45.00			360.00

Total Office Supplies & Consumables (UP)					360.00
Employee - Mileage					
Mileage					
Nicolas Tortora		678.00		0.7250	491.55
	Total Unit Rate Expenses				851.55
Total Expenses					1,371.21
Total Bill Task: 2 - On-Site Structural Investigation					10,557.71

3 - Structural Investigation Report

Labour					
Rate Labor					
Class / Employee		Date	Hours	Rate	Amount
Professional 2					
Nicolas Tortora					
		7/2/2026	2.00	179.0000	358.00
		7/7/2026	6.75	179.0000	1,208.25
		7/13/2026	1.00	179.0000	179.00
		7/14/2026	1.00	179.0000	179.00
		7/15/2026	3.50	179.0000	626.50
		7/17/2026	0.50	179.0000	89.50
		7/20/2026	2.25	179.0000	402.75
		7/27/2026	4.25	179.0000	760.75
		7/28/2026	6.50	179.0000	1,163.50
		8/3/2026	4.00	179.0000	716.00
		8/4/2026	3.50	179.0000	626.50
		8/5/2026	7.50	179.0000	1,342.50
		8/7/2026	2.50	179.0000	447.50
		8/11/2026	3.50	179.0000	626.50
		8/16/2026	3.50	179.0000	626.50
		8/17/2026	4.75	179.0000	850.25
			-----		-----
Total Nicolas Tortora			57.00		10,203.00
			-----		-----
Total Professional 2			57.00		10,203.00
Senior Design Technician 2					
Shahriar Haghdoust					
		6/24/2026	1.00	226.0000	226.00
		6/25/2026	3.00	226.0000	678.00
		6/26/2026	2.50	226.0000	565.00
			-----		-----
Total Shahriar Haghdoust			6.50		1,469.00
			-----		-----
Total Senior Design Technician 2			6.50		1,469.00

Senior Professional 2

Cade McNamara

8/10/2026	0.40	215.0000	86.00
8/11/2026	1.00	215.0000	215.00
8/12/2026	1.00	215.0000	215.00
8/13/2026	1.00	215.0000	215.00
8/14/2026	2.00	215.0000	430.00
8/17/2026	1.00	215.0000	215.00
	-----		-----
	6.40		1,376.00
	-----		-----
	6.40		1,376.00

Total Cade McNamara**Total Senior Professional 2****Senior Technical Director 2**

Gonzalo Roberts Cervantes

8/24/2026	4.00	278.0000	1,112.00
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Jessica Napier

8/20/2026	0.75	278.0000	208.50
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Total Senior Technical Director 2

	-----		-----
	4.75		1,320.50

Senior Technical Director 3

Stephanie Gould

7/20/2026	2.00	252.0000	504.00
7/21/2026	1.00	252.0000	252.00
7/29/2026	0.50	252.0000	126.00
8/4/2026	1.00	252.0000	252.00
8/5/2026	2.00	252.0000	504.00
8/6/2026	2.00	252.0000	504.00
8/7/2026	2.00	252.0000	504.00
8/10/2026	1.00	252.0000	252.00
8/12/2026	1.00	252.0000	252.00
8/14/2026	1.00	252.0000	252.00
8/18/2026	0.50	252.0000	126.00
8/20/2026	1.00	252.0000	252.00
8/21/2026	1.00	252.0000	252.00
	-----		-----
	16.00		4,032.00

Total Stephanie Gould

Steve Ferrero

7/14/2026	1.25	267.0000	333.75
7/15/2026	2.25	267.0000	600.75
8/11/2026	3.00	267.0000	801.00
	-----		-----
	6.50		1,735.50
	-----		-----
	22.50		5,767.50

Total Steve Ferrero**Total Senior Technical Director 3****Technical Director 2**

Cody Cruz

7/6/2026	1.00	252.0000	252.00
7/8/2026	2.00	252.0000	504.00
7/10/2026	1.00	252.0000	252.00
7/13/2026	4.00	252.0000	1,008.00
7/14/2026	4.10	252.0000	1,033.20
7/20/2026	2.00	252.0000	504.00
7/28/2026	0.50	252.0000	126.00
8/4/2026	1.00	252.0000	252.00
8/5/2026	2.00	252.0000	504.00
8/7/2026	2.00	252.0000	504.00
8/10/2026	1.00	252.0000	252.00
8/11/2026	4.00	252.0000	1,008.00

Technical Director 2

Cody Cruz	8/20/2026	1.00	252.0000	252.00
	8/21/2026	7.50	252.0000	1,890.00
	8/26/2026	0.50	252.0000	126.00
Total Cody Cruz		33.60		8,467.20
Total Technical Director 2		33.60		8,467.20
Total Rate Labor				28,603.20
Total Labour				28,603.20

Expenses
Unit Rate Expenses

Account / Unit / Vendor	Quantity	Rate	Amount
Office Supplies & Consumables (UP)			
Associated Project Charges			
Cade McNamara	6.40	8.0000	51.20
Cody Cruz	33.60	8.0000	268.80
Gonzalo Roberts Cervantes	4.00	8.0000	32.00
Jessica Napier	0.75	8.0000	6.00
Nicolas Tortora	57.00	8.0000	456.00
Shahriar Haghdoust	6.50	8.0000	52.00
Stephanie Gould	16.00	8.0000	128.00
Steve Ferrero	6.50	8.0000	52.00
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Total Associated Project Charges	130.75		1,046.00

Total Office Supplies & Consumables (UP)			1,046.00
	Total Unit Rate Expenses		1,046.00

Total Expenses	1,046.00
Total Bill Task: 3 - Structural Investigation Report	29,649.20

4 - Marina Utility Damage Assessment

Labour				
Rate Labor				
Class / Employee	Date	Hours	Rate	Amount
Professional 1				
Becca Keating	8/18/2026	1.00	237.0000	237.00
	8/21/2026	0.50	237.0000	118.50
	8/25/2026	1.00	237.0000	237.00
	8/26/2026	7.50	237.0000	1,777.50
	8/27/2026	6.00	237.0000	1,422.00
	8/28/2026	8.00	237.0000	1,896.00
Total Becca Keating		24.00		5,688.00
Total Professional 1		24.00		5,688.00
Senior Technical Director 1				
Marc Percher	8/6/2026	0.50	353.0000	176.50
	8/7/2026	1.00	353.0000	353.00
	8/19/2026	0.50	353.0000	176.50
	8/24/2026	1.50	353.0000	529.50
	8/25/2026	0.50	353.0000	176.50
	8/26/2026	3.50	353.0000	1,235.50
	8/27/2026	8.00	353.0000	2,824.00

Marc Percher

8/28/2026	1.50	353.0000	529.50
	17.00		6,001.00
8/6/2026	0.50	299.0000	149.50
	17.50		6,150.50

Senior Technical Director 2

Jeff Knauer	8/7/2026	1.25	277.0000	346.25
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Senior Technical Director 3

Stephanie Gould	8/27/2026	7.00	252.0000	1,764.00
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Technical Director 2

Erick Osorno	8/24/2026	0.75	252.0000	189.00
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Total Rate Labor

14,137.75

Total Labour

14,137.75

Expenses

Expenses

<i>Vendor</i>	<i>Doc Number</i>	<i>Date</i>	<i>Cost</i>	<i>Multiplier</i>	<i>Amount</i>
Marc Percher					
	0002365841	8/19/2026	407.00	1.1500	468.05
	0002365841	8/19/2026	4.00	1.1500	4.60
	0002365841	8/26/2026	8.00	1.1500	9.20
	0002365841	8/26/2026	28.81	1.1500	33.13
	0002365841	8/27/2026	240.79	1.1500	276.91
	0002365841	8/27/2026	20.94	1.1500	24.08
	0002365841	8/27/2026	116.07	1.1500	133.48
	0002365841	8/27/2026	6.50	1.1500	7.48
	0002365841	8/27/2026	52.00	1.1500	59.80
Total Marc Percher			884.11		1,016.73

Total Expenses

1,016.73

Unit Rate Expenses

<i>Account / Unit / Vendor</i>	<i>Quantity</i>	<i>Rate</i>	<i>Amount</i>
Office Supplies & Consumables (UP)			
Associated Field Project Charges			
Marc Percher	15.00	8.0000	120.00
Associated Project Charges			
Becca Keating	24.00	8.0000	192.00
Jeff Knauer	1.25	8.0000	10.00
Marc Percher	2.00	8.0000	16.00
Rick Guggiana	0.50	8.0000	4.00
Stephanie Gould	7.00	8.0000	56.00
Total Associated Project Charges	34.75		278.00
Total Office Supplies & Consumables (UP)	49.75		398.00

Employee - Mileage

Mileage

Marc Percher	23.00	0.7250	16.68
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Total Unit Rate Expenses

414.68

Total Expenses

1,431.41

Total Bill Task: 4 - Marina Utility Damage Assessment

15,569.16

Total Project: 12683907 - CCHD Structural Engineering Inspection

61,035.22



3. Consider report from GHD Engineering on marina repair options following the 2025 tsunami.

download report here:

<https://www.ccharbor.com/files/d7e0f4bad/CCHD+H-Dock+Re-Engineering+Concept+--+GHD+2026.09.17.pdf>

Public Comment?



4. Consider structural condition assessment of CCHD buildings conducted by GHD Engineering.

download assessment here:

<https://www.ccharbor.com/files/17f673d61/CCHD+Buildings+Structural+Condition+Assessment+2026.08.21.GHD.pdf>

Public Comment?



Staff Report

To: Board of Harbor Commissioners

From: Mike Rademaker, CEO/Harbormaster for CCHD
Mike Bahr, CEO for Community System Solutions

Date: September 25, 2026

Subject: Cal OES Grant Administration Recommendations

Background

The California Governor's Office of Emergency Services (Cal OES) has conducted and completed a compliance assessment of the Crescent City Harbor District's Hazard Mitigation Grant Program subaward.

The compliance assessment is a standard part of grant oversight that most grant funders will perform at sometime during the open grant period. The list of items reviewed by Cal OES are attached.

The Cal OES review was very comprehensive and covered the entire grant period. Cal OES identified and recommended improvements to grant practices that will benefit the District.

Cal OES requested some of the grant management procedures be codified into Harbor documents. The following series of agenda items is being presented to implement that request. The language being added to the Harbor documents clarifies responsibilities of Harbor staff, consultants and contractors working on grant funded projects.

The changes are outlined in the attached Corrective Action Plan, which was submitted to CalOES on September 16 for their review. (See attached Subrecipient Corrective Action Plan Procedures).

Cal OES issued the following on September 24, 2026: *“Cal OES considers this review closed and no further action is necessary. Future monitoring and compliance assessments will include an examination of the CAP and any corrective actions implemented to ensure full compliance in these areas.”* (See attached Crescent City Harbor District CAP Accept Letter 4482 HM).

Adopting the items as recommended in the CAP and on the following agenda items, limits the potential issues if a federal audit is conducted on this or any of the other Harbor District grants. HMGP funds originate with the Federal Emergency Management Agency (FEMA), which is the ultimate authority for compliance enforcement.

Cal OES helped the District be proactive and improve compliance before any potential audit. The compliance assessment yielded some notable benefits for the District:

- **More costs can be reimbursed from the grant.** The review of every invoice identified approximately \$75,000 in additional eligible reimbursable project costs. The District will now submit these costs for reimbursement.
- **Additional time to complete the grant projects.** Cal OES was able to extend the period of performance for the District's Tsunami & Sea Level Rise Advance Assistance project to February 1, 2027. The extension gives the District more time to claim all eligible costs, including the newly identified reimbursable expenses. The extension gives the District time to complete all the projects under the grant and draw down all remaining grant funds.
- **Standardized grant procedures across the District grants.** Cal OES's guidance has been built into updated procedures for procurement contracting, vendor verification, and records management for all of the grants. These are presented as the next three agenda items. Because the procedures apply to all District grants, the District will no longer need to write separate procedures for each new award, saving time in the future.

What Cal OES Identified

Finding 1: Vendor eligibility verification. The District screens contractors through SAM.gov before award. Cal OES's guidance focused on keeping dated records of each verification. In some cases, a contractor could have an active federal exclusion. In that case, it would be improper to engage their services. Verifications are recorded in a tracking log. We are now adding screen shots of SAM.gov on the day when verification was checked.

Finding 2: Procurement documentation. Cal OES's guidance addressed the documentation that supports the selection method in the procurement file. The District adopted federal procurement procedures in 2023. The procurement procedures are being updated to reflect federal changes since then and are being codified into the Finance & Administration Policies and Procedures Manual.

Finding 3: Federal contract provisions. Cal OES identified federal clauses that belong in grant-funded agreements. These include termination for cause and convenience, suspension and debarment, and the Byrd Anti-Lobbying certification for contracts over \$100,000. The District's standard Agreement for Professional Services now includes these clauses. A new Exhibit C collects the federal provisions for any grant-funded agreement.

Advisory Finding: Records retention. Cal OES noted that the District already keeps grant-related records for at least five years after closure. The federal minimum under 2 CFR 200.334 is three years. Cal OES recommended putting this practice in writing, and the amended Records Management Handbook now does that.

Attachments:

- Crescent City Harbor District CAP Accept Letter 4482 HM
- Subrecipient Corrective Action Plan Procedures
- Updated Grant Subaward Information Sheet Notification



September 23, 2026

Mike Rademaker
Harbormaster/CEO
Crescent City Harbor District
101 Citizens Dock Road
Crescent City, CA 95531-4435

SUBJECT: Corrective Action Plan Acceptance, CR#26-03812; FIPS #015-91000
Hazard Mitigation Grant Program, Cal OES Project #AP00641
FEMA-4482-DR-CA, Tsunami & Sea Level Rise: Advance Assistance

Dear Mike Rademaker:

The California Governor's Office of Emergency Services (Cal OES) has received your corrective action plan (CAP) dated September 16, 2026, for the findings cited in our Compliance Assessment #26-03812. Cal OES considers this review closed and no further action is necessary. Future monitoring and compliance assessments will include an examination of the CAP and any corrective actions implemented to ensure full compliance in these areas.

Thank you for your cooperation in addressing this issue in a timely and effective manner. If you have any questions about this letter, please contact David Tellez at (916) 539-6056 or by email at David.Tellez@caloes.ca.gov.

Sincerely,

URSULA HARELSON
Division Chief, Recovery Planning & Quality Control

cc: Robyn Fennig, State Hazard Mitigation Officer
Heather Kearns, Unit Chief, Quality Control & Monitoring



3650 SCHRIEVER AVENUE • MATHER, CA 95655
RECOVERY DIRECTORATE • QUALITY CONTROL AND MONITORING UNIT
PHONE (916) 845-8200 • FAX (916) 845-8387
www.caloes.ca.gov



Subrecipient Corrective Action Plan Procedures

Submit an original and one copy of a Subrecipient Corrective Action Plan to the California Governor's Office of Emergency Services no later than 30 days following the date of the Compliance Review Report.

Subrecipient: Crescent City Harbor District
Grant Subaward #(s)/Disaster #: DR-4482-641-65R
FIPS #: 015-91000

For each "finding", please provide the following information (use more pages if necessary):

Finding #1: Inadequate Verification of Vendor Eligibility - 2 CFR 200.214 and 2 CFR 180.155 <i>(include any identifiers included in the report, along with citations as appropriate)</i>	
Contact Name & Title: <i>(provide the information for the person(s) responsible for completing resolved or planned corrective action)</i>	Contact Information: <i>(provide phone number and e-mail address for each contact)</i>
Mike Rademaker, CEO/Harbormaster	mrademaker@ccharbor.com / (707) 464-6174
Kristina Hanks, Office Manager	khanks@ccharbor.com / (707) 464-6174
Rick Shepherd, Board Chairman	rshepherd@ccharbor.com / (707) 464-6174
Corrective Action(s): <i>(include specific objectives and activities completed or planned to address the finding(s), with actual or estimated dates)</i>	
Objective or Activity:	Date:
Formalize and document the District's existing practice of verifying prospective vendors and contractors through SAM.gov prior to contract award or execution, including written procedures for conducting the verification and retaining supporting documentation in the applicable procurement file.	8/24/26
Developed and placed into use a standardized SAM.gov verification tracking log to document the entity reviewed, related procurement or contract, solicitation/RFP date as applicable, date of verification,	8/24/26



staff member conducting the review, SAM exclusion status, and location of retained supporting documentation.	
Completed SAM.gov eligibility reviews of all applicable open procurements and contracts, the completed contracts identified in Finding #1, and prospective vendors or contractors currently under consideration by the District. The reviews confirmed that no reviewed entity had active exclusions in SAM.gov . Results were entered into the standardized tracking log, and dated supporting documentation was retained in the applicable files.	8/24/26
Present the formalized SAM.gov Vendor Eligibility Verification Procedure, incorporated into the Finance & Administration Policies and Procedures Manual, to the Board of Harbor Commissioners for review and direction.	9/23/26
Incorporate any Board-directed revisions into the SAM.gov Vendor Eligibility Verification Procedure and the updated Finance & Administration Policies and Procedures Manual.	9/24/26 - 10/13/26
Present the finalized SAM.gov Vendor Eligibility Verification Procedure, as incorporated into the Finance & Administration Policies and Procedures Manual, to the Board for formal adoption	10/14/26
District staff responsible for procurement, contracting, and grant administration will review the formalized verification procedure, including the updated tracking and documentation-retention requirements.	10/14/26 - 10/31/26



Subrecipient Corrective Action Plan

Finding #2: Improper Procurement of Services 2 CFR 200.318 (i), 2 CFR 200.320 (a)(2)(i), 2 CFR 200.320 (c). Procurement documentation records are not adequate, including definition of simple and noncompetitive acquisition.	
Contact Name & Title: <i>(provide the information for the person(s) responsible for completing resolved or planned corrective action)</i>	Contact Information: <i>(provide phone number and e-mail address for each contact)</i>
Mike Rademaker, CEO/Harbormaster	mrademaker@ccharbor.com / (707) 464-6174
Kristina Hanks, Office Manager	khanks@ccharbor.com / (707) 464-6174
Rick Shepherd, Board Chairman	rshepherd@ccharbor.com / (707) 464-6174
Corrective Action(s): <i>(include specific objectives and activities completed or planned to address the finding(s), with actual or estimated dates)</i>	
Objective or Activity:	Date:
Completion of updating written procurement document CCHD Procurement Procedures added to the Finance & Administration Policies & Procedures. This document outlines procurement procedures which include 2 CFR 200.318 and 2 CFR 200.320 requirements.	8/25/26
Present the updated Finance & Administration Policies and Procedures Manual, including the revised Procurement Procedures, to the Crescent City Harbor District Board for review and direction.	9/23/26
Incorporate any Board-directed revisions into the Procurement Procedures and Finance & Administration Policies and Procedures Manual.	9/24-10/13/26
Present finalized Procurement Procedures and Finance & Administration Policies and Procedures Manual to the Board for formal adoption.	10/14/26
District Implementation of the Procurement Policies. Staff responsible for procurement, contracting, and grant administration will review the updated Procurement Procedures, including procurement-file documentation and record-retention requirements. Includes a day of training to go over new changes.	10/14/26 - 10/31/26

Finding #3: Contract Did Not Contain All Federally Required Provisions



Title 2 CFR, Appendix II to Part 200 (b), (h), (i). Sections need added to contract regarding termination clauses in cases of debarment and suspension in SAM, and cause and convenience. The addition of Byrd Anti-Lobbying Amendment requirement for contracts \$100,000 and over needs implemented.	
Contact Name & Title: (provide the information for the person(s) responsible for completing resolved or planned corrective action)	Contact Information: (provide phone number and e-mail address for each contact)
Mike Rademaker, CEO/Harbormaster	mrademaker@ccharbor.com / (707) 464-6174
Kristina Hanks, Office Manager	khanks@ccharbor.com / (707) 464-6174
Rick Shepherd, Board Chairman	rshepherd@ccharbor.com / (707) 464-6174
Corrective Action(s): (include specific objectives and activities completed or planned to address the finding(s), with actual or estimated dates)	
Objective or Activity:	Date:
Updated Contract template to ensure termination for cause/convenience clause is present for all future federally funded projects. Utilized 2 CFR Appendix II to Part 200 (b) citations and FEMA's Contract Provisions Guide for updating the section.	8/25/26
Updated Exhibit C for CCHD Contracts to include all necessary federal provisions, including mention of termination should SAM disbarment/suspension take place.	8/26/26
For contracts over the amount of \$100,000, CCHD requires Byrd Anti-Lobbying Amendment to be signed and turned in for filing with the signed contract. This statement has been added to be attached to all contracts at or over \$100,000.	8/26/26
Attorney and Harbormaster to review the updated contract.	9/15/26-9/23/26
Present the revised Agreement for Professional Services template to the Board of Harbor Commissioners for review and direction.	9/23/26
Staff and District counsel will incorporate any Board-directed revisions into the Agreement for Professional Services template.	9/24-10/13/26
Present the finalized Agreement for Professional Services template to the Board for final review and approval.	10/14/26
District review open contracts to identify which need corrective action.	10/14/26 - 10/31/26
Any applicable active Cal OES-funded contracts identified as missing provisions will be amended to incorporate the applicable provisions. Completed or expired contracts will be documented as such in the District's contract review records.	Nov 2026



Advisory #1: Develop an Adequate Written Records Retention Policy - Subrecipient maintains a practice of retaining grant-related records for a minimum of five years post-closure, however, there is no established written records retention policy in the Subrecipient's existing internal protocols and procedures.	
Contact Name & Title: <i>(provide the information for the person(s) responsible for completing resolved or planned corrective action)</i>	Contact Information: <i>(provide phone number and e-mail address for each contact)</i>
Mike Rademaker, CEO/Harbormaster	mrademaker@ccharbor.com / (707) 464-6174
Kristina Hanks, Office Manager	khanks@ccharbor.com / (707) 464-6174
Rick Shepherd, Board Chairman	rshepherd@ccharbor.com / (707) 464-6174
Corrective Action(s): Recommendation: Develop a written records retention policy that specifies a minimum of 3 years beyond the closing of a project for retaining grant-related documents to sufficiently meet the requirements identified in Title 2 CFR 200.334	
Objective or Activity:	Date:
Updated the District's Records Management Handbook and Retention Schedule to establish specific requirements for Federal award records, including financial records, supporting documentation, procurement and contract records, invoices, reimbursement and match documentation, and reports.	8/30/26
Added a minimum Federal award records retention period of three years following submission of the final financial report, with longer retention when required by the award, applicable law, or another District retention requirement.	8/30/26
Added requirements prohibiting destruction of Federal award records while an audit, monitoring or compliance review, litigation, claim, investigation, or other related matter remains unresolved.	8/30/26
Present the amended Records Management Handbook and Retention Schedule to the Board of Harbor Commissioners for review and adoption.	9/23/26 - 10/14/26
Implement the amended Records Management Handbook and Retention Schedule and provide the updated requirements to applicable District staff.	10/14/26 - 10/31/26

Required Signature: The Grant Subaward Authorized Agent certifies that all corrective action(s) have been, or will be, implemented as specified.



Michael Rademaker

Signature of Authorized Agent

09/16/2026

Date

(707) 464-6174

Telephone

Mike Rademaker CEO/Harbormaster

Name and Title of Authorized Agent



3650 SCHRIEVER AVENUE 10 MATHER, CA 95655
RECOVERY DIRECTORATE 10 QUALITY CONTROL AND MONITORING UNIT
WWW.CALOES.CA.GOV



September 21, 2026

Mike Rademaker
Harbormaster/CEO
Crescent City Harbor District
101 Citizens' Dock Road
Crescent City, CA 95531-4435

Subject: **Updated Grant Subaward Information Sheet Notification**
Hazard Mitigation Grant Program
FEMA-**4482**-DR-CA, Project #**AP00641**, FIPS #**015-91000**

Dear Mr. Rademaker:

In compliance with 2 CFR Ch. II §200.332, the California Governor's Office of Emergency Services (Cal OES) is sending you an updated Supplemental Grant Subaward Information sheet to reflect recent changes to information regarding your subaward. This document has the following revision(s):

- A new performance period end date due to a project time extension. The new end date for this project is **February 1, 2027**.

Please review the enclosed document to verify its accuracy. For further assistance, please contact the Recovery Financial Processing Unit at (916) 845-8110 or at HMGrantsPayments@caloes.ca.gov.

Recovery Financial Processing Unit
Enclosures: Supplemental Grant Subaward Information Sheet
c: Subrecipient's Project File





5. Consider and adopt amendments to the Finance & Administration Policies and Procedures Manual.

Public Comment?



Staff Report

To: Board of Harbor Commissioners

From: Mike Rademaker, CEO/Harbormaster for CCHD
Mike Bahr, CEO for Community System Solutions

Date: September 26, 2026

Subject: Adoption of Updated Finance & Administration Policies and Procedures Manual

Background

As part of the District's recent work with the California Governor's Office of Emergency Services (Cal OES), Community System Solutions (CSS) and District staff reviewed the District's Finance & Administration Policies and Procedures Manual and identified ways to incorporate the Cal OES recommendations for grant management procedures into this manual.

The proposed amendments incorporate updated grant-administration requirements and bring previously approved District procurement procedures into the District's primary administrative policy manual. This will provide staff with a more complete and consistent set of procedures for administering current and future grants.

Proposed Amendments

The principal changes address:

- procurement and competitive solicitation procedures;
- documentation and contract administration;
- verification of vendor eligibility through SAM.gov;
- grant-related monitoring, reporting, and records management; and

- incorporation of applicable federal procurement requirements into the District's administrative procedures.

The amendments also include several minor administrative updates reflecting current District operations, including the District's Positive Pay process and updated references relating to marina and RV park operations.

Formalizing these procedures within the District's primary administrative policy manual provides a consistent framework for current grant administrations and better positions CCHD to administer future grant awards without developing separate procedures for each new grant, except where grant-specific requirements apply.

The proposed changes are shown in the attached manual, with additions identified in red and deleted language shown in strikethrough.

List of Changes

- The Procurement section adds four new subsections: Solicitation and Competition, Procurement Dispute Resolution, Documentation, and Contract Administration.
 - o The Procurement introduction now addresses compliance with applicable federal and state procurement requirements, including 2 CFR Part 200.
 - o Procurement procedures from previously approved District procurement documents were incorporated to clarify purchasing thresholds, approval requirements, and competitive or noncompetitive procurement methods applicable at different dollar amounts.
 - o The Solicitation and Competition subsection further establishes requirements for open competition, solicitation of bids or quotes, and vendor selection.
 - o The Ethics Statement was amended to include the Procurement Code of Conduct to support fair and ethical procurement practices.
 - o The Procurement Dispute Resolution subsection establishes procedures for addressing disputes related to District procurements.
 - o The Documentation subsection establishes requirements for maintaining adequate procurement records and supporting documentation.
 - o The Contract Administration subsection establishes procedures for oversight and proper documentation throughout the contract period.
- Under Records Management the sections Monitoring & Reporting Performance Period and Documentation of Contractor Eligibility were added
 - o The Monitoring & Reporting section establishes procedures for oversight and completion of applicable federal award reporting and closeout requirements.

- o The Documentation of Contractor Eligibility section formalizes the process for verifying prospective vendors through SAM.gov before contract award or execution and retaining documentation of that verification.

Requested Action

Review the proposed amendments to the Finance & Administration Policies and Procedures Manual and adopt the amended manual, with any revisions directed by the Board.

Attachments:

- Finance & Administrative Policies & Procedures UPDATED 2026



5. Consider and adopt amendments to the Finance & Administration Policies and Procedures Manual.

download proposed revised version here:

<https://www.ccharbor.com/files/58c9058c8/Finance+and+Admin+Policies+and+Proc+--+Updated+2026.09.25.pdf>

Public Comment?



6. Consider and adopt revised Agreement for Professional Services template.

Public Comment?



Staff Report

To: Board of Harbor Commissioners

From: Mike Rademaker, CEO/Harbormaster for CCHD
Mike Bahr, CEO for Community System Solutions

Date: September 26, 2026

Subject: Adoption of Updated Agreement for Professional Services Template

Background

As part of the District's recent work with the California Governor's Office of Emergency Services (Cal OES), a review was conducted of the District's standard Agreement for Professional Services template.

Community System Solutions (CSS) and District staff are presenting an updated Agreement for Professional Services template and an Exhibit C that incorporates additional provisions applicable to federally and state-funded projects. The goal is to provide the District with a more complete standard agreement that can be used consistently across future procurements and grant-funded projects.

Proposed Amendments

The principal revisions include:

- updated insurance provisions;
- additional definitions and clarifying language;
- provisions addressing vendor eligibility, suspension, and debarment;
- updated termination provisions;
- incorporation of applicable grant and funding requirements;
- additional nondiscrimination provisions; and
- a new Exhibit C containing federal provisions applicable to grant-funded agreements.

The revised template also includes several minor administrative and formatting updates. The proposed changes are shown in red in the attached agreement.

The updated template addresses the Cal OES recommendations and is intended to make the District's contracting process more consistent and to simplify preparation of future agreements involving federal or state grant funding.

List of Changes

The proposed amendments are shown in the template in red text.

The changes to the template are as follows:

- Defined what "in writing" means per Cal OES request.
- Added Automobile and Workers Compensation Insurance requirements to the current template, pulling from a previous CCHD Contract. These requirements are also applicable to certain Federal and State grants.
- Added definitions in the Confidentiality section from previous contracts.
- Added necessary language regarding the System for Award Management (SAM.gov) and debarment and suspension as required by Cal OES.
- Added language addressing termination for cause or convenience, including required actions following termination.
- Added a Safe Harbor Clause from previous iterations of CCHD contracts, identifying applicable grant or funding agreements and incorporating required funding terms and provisions into the contract by reference.
- Added additional nondiscrimination clauses applicable to PIDP and other Federal grants.
- Added a date line under the signatures.
- Added Exhibit C to be included in all CCHD agreements using grant funds.

Requested Action

Review and approve the revised Crescent City Harbor District Agreement for Professional Services template and Exhibit C, with any revisions directed by the Board.

Attachments:

- 2026 UPDATED CCHD_ TEMPLATE_ AGREEMENT FOR PROFESSIONAL SERVICES;
- Exhibit C APPLICABLE FEDERAL LAWS AND REGULATIONS - CCHD Contract Attachment



6. Consider and adopt revised Agreement for Professional Services template.

download proposed revised agreement here:

<https://www.ccharbor.com/files/26754dc31/Professional+Services+Agreement+Template+2026.09.25.pdf>

download Exhibit C (applicable federal laws and regulations) here:

<https://www.ccharbor.com/files/6b0f79aee/Exhibit+C+--+Applicable+Fed+Laws+and+Regs.pdf>

Public Comment?



7. Consider and adopt revised Records Management Handbook and Retention Schedule.

Public Comment?



Staff Report

To: Board of Harbor Commissioners

From: Mike Rademaker, CEO/Harbormaster for CCHD
Mike Bahr, CEO for Community System Solutions

Date: September 26, 2026

Subject: Adoption of Updated Records Management Handbook and Retention Schedule

Background

As part of the District's recent work with the California Governor's Office of Emergency Services (Cal OES), a review was conducted by Cal OES, Community System Solutions (CSS) and District staff of the CCHD Records Management Handbook and Retention Schedule, which was adopted in 2020.

The proposed amendments to the CCHD Records Management Handbook and Retention Schedule update the District's records-management procedures to more clearly address federal grant records, electronic records, and digital information management. The revisions address Cal OES recommendations and are intended to provide staff with a more complete and current framework for managing District records and supporting future grant administration in compliance with Cal OES and FEMA requirements.

Proposed Amendments

The principal changes include:

- a new section addressing records associated with federal awards and grant-funded activities;
- clarification of applicable retention requirements for grant-related records;

- updated guidance for electronic communications and digital records; and
- an Electronic/Digital Security Policy addressing the management and protection of District information and technology assets.

The amendments supplement the District's existing records-retention requirements and do not shorten any longer retention periods that may otherwise apply.

The proposed changes are shown in red in the attached Records Management Handbook and Retention Schedule.

Requested Action

Review and adopt the amended Crescent City Harbor District Records Management Handbook and Retention Schedule, with any revisions directed by the Board.

Attachments:

- Crescent City Harbor District Records Management Handbook and Retention Schedule - Amended September 2026



7. Consider and adopt revised Records Management Handbook and Retention Schedule.

download proposed handbook here:

<https://www.ccharbor.com/files/310057513/Records+Mgmt+and+Retention+Schedule+-+Proposed+for+Amendment+2026.09.25.pdf>

Public Comment?



8. Consider and approve new public restroom location for Coastal Conservancy South Beach Restroom grant.

Public Comment?



September 30, 2026

**To: Mike Rademaker, Crescent City Harbor District CEO, and
the Crescent City Harbor District Board of Commissioners**

From: Mike Bahr, CEO, Community System Solutions

**Board Agenda Item: Discussion and Approval of new public restroom location for
Coastal Conservancy South Beach Restroom grant.**

Background:

The District was awarded a Coastal Conservancy grant to locate a restroom with outdoor showers in the Harbor District to serve visitors to South Beach.

After multiple sites along Anchor Way on the water side were explored and rejected, a site on the Redwood RV Park was permitted for the construction of the building.

When the District entered into negotiations to lease Redwood RV Park to a third party, the project was put on pause, so that once an owner was selected, the District could work with them about the exact location.

Since the lease was signed with Crescent City Beach Village LLC, we have met with Daniel Dahan multiple times on this issue.

The new design for the Redwood RV park will have very controlled access for guests of the park only. Since this is a public restroom, locating at the Redwood RV Park no longer is a viable option.

Working with Mr. Dahan and reviewing their overall vision for the parcels along Starfish Way, we came up with an alternative site.

That site is across the street from Redwood Village on Starfish Way. It is shown in green on the attached map.

Last week, we shared the alternative site with Coastal Conservancy grant representative who tentatively approved the location pending CCHD Board Approval and a formal request to Coastal Conservancy to site the Restroom at that location.

Currently, the design of the restroom is the same as previously approved and is included in your packet. Crescent City Beach Village LLC is exploring other designs, and if it is possible a new design may be brought back to the Board in the future.

As per the map, attached to the proposed restroom is marked for sauna building that would be paid for by Crescent City Beach Village LLC.

Also included on that parcel is a proposed new fence, landscaping, and picnic tables and barbecue grills, that we are currently working on a Parks grant to submit for funding.

If the Board takes action to approve this site, we would submit the formal request to Coastal Conservancy. Once they approve the site, we would start the permit process which would be funded from the grant.

Requested Action:

Discuss and Approve a new location for the public restroom to be funded by the Coastal Conservancy South Beach Restroom grant.

Attachments:

Map of proposed restroom site

Current View of Proposed Site

Proposed color scheme for bathroom building

Approved restroom design

Map of proposed restroom site



 Proposed new public bathroom location

 Proposed new parking areas

 Proposed new sauna building

 Proposed new picnic area with grills

 Previously proposed public bathroom location

 old public bathroom location

 Current porta potties

 New fence

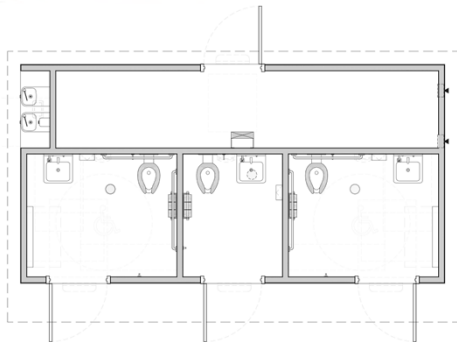
Current View of Proposed Site



Proposed color scheme for restroom building

Approved restroom design

PROJECT REF#: 11885B-3/7/2024-0



FLOOR PLAN

SCALE: NOT TO SCALE

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B

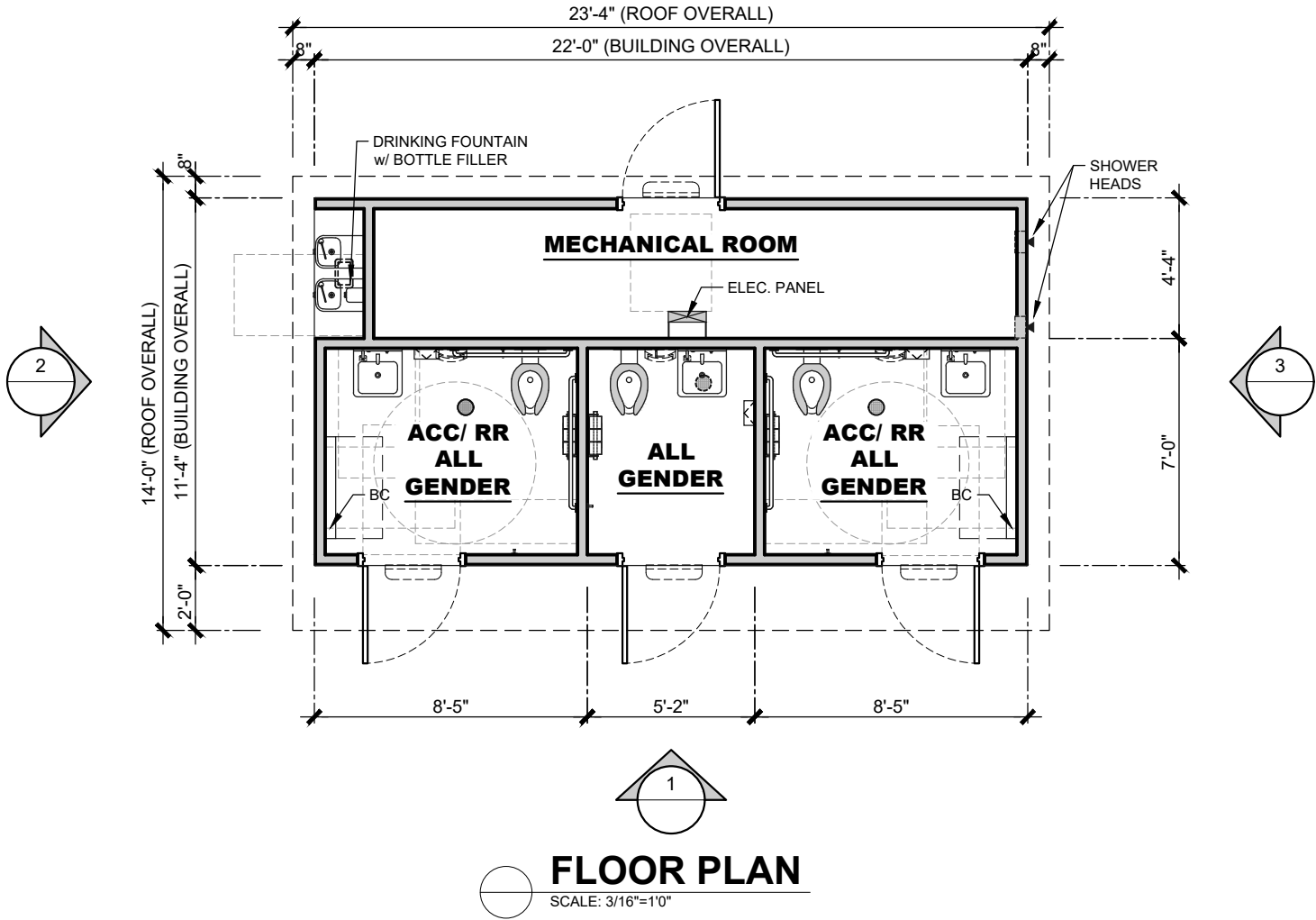
CRESCENT CITY, CALIFORNIA
RESTROOM/ SHOWER BUILDING
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RESTROOM/ SHOWER SOUTH BEACH



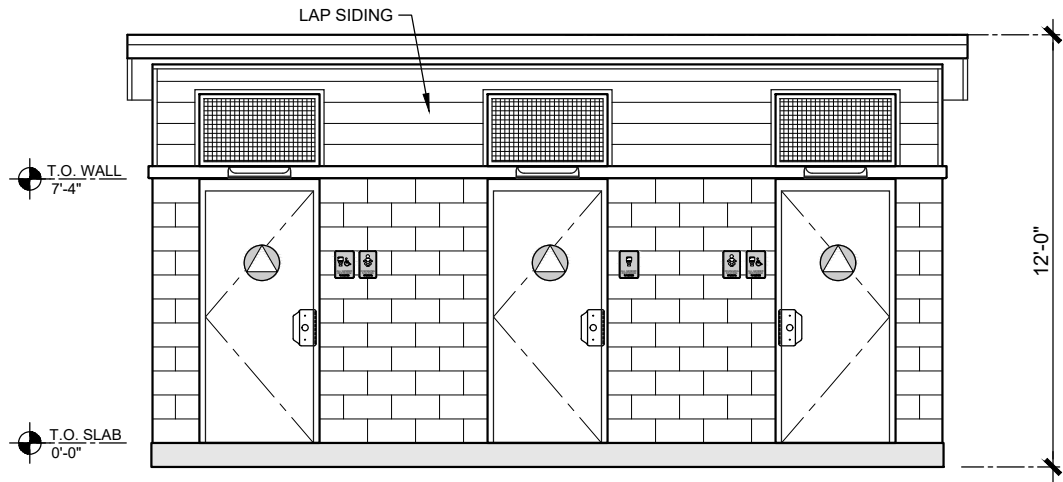
www.PublicRestroomCompany.com

2587 BUSINESS PARKWAY
MINDEN NEVADA 89423
P: 888-888-2060 F: 888-888-1448

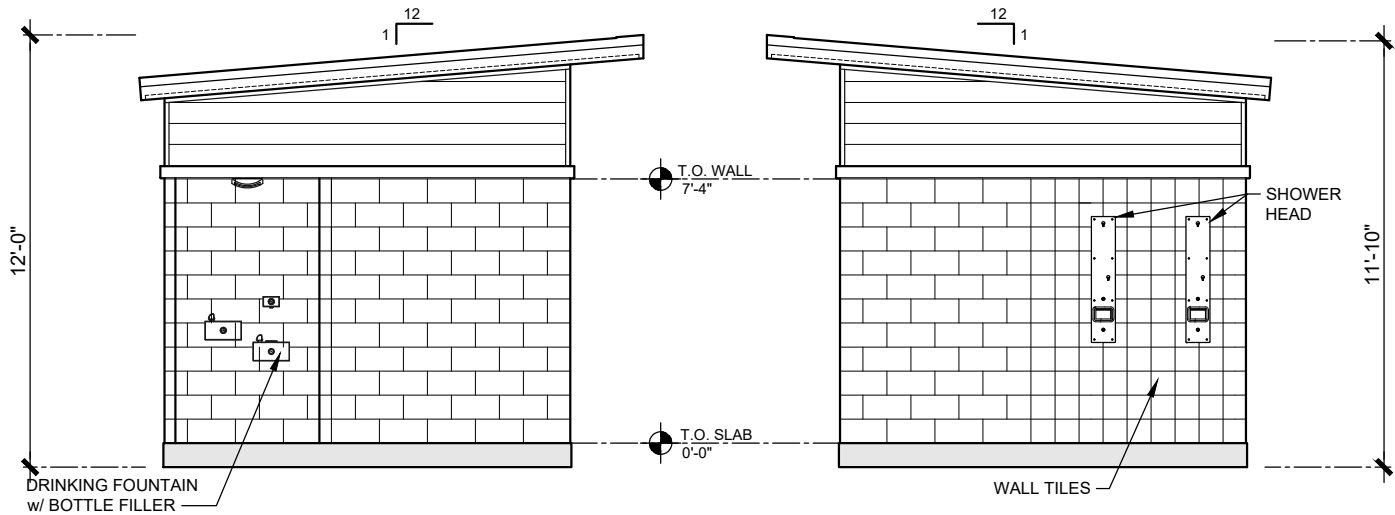


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		PROJECT: SOUTH BEACH CRESCENT CITY, CA		PROJECT #: 11885B	DRAWN BY:	
				START DATE: 3/7/2024	MAX. PERSON / HOUR:	135 S
				DRAWN BY: EOR		



ELEVATION 1
SCALE: 3/16"=1'-0"



ELEVATION 2
SCALE: 3/16"=1'-0"

ELEVATION 3
SCALE: 3/16"=1'-0"

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		PROJECT:	SOUTH BEACH CRESCENT CITY, CA	-		A-2	
				PROJECT #:	START DATE: 3/7/2024	MAX. PERSON / HOUR:	
					11885B		DRAWN BY: EOR



9. Consider and approve Halloween Fun Run for October 31, 2026.

Public Comment?

2026 Family Halloween Run at the Crescent City Harbor

Hello Crescent City Harbor Commissioners and Board Members! Del Norte Distance Running Club is back up and running for the 2026 school year. We will be working with families from Crescent Elk, Sunset High, and other community members to bring the students another 0-10k training program. We would like to schedule a Halloween 5k and 10k at the Crescent City Harbor.

A Family Halloween 5K & 10K at the Crescent City Harbor would provide a fun, healthy, family-focused community event. One of our goals is to make running social and enjoyable rather than intimidating. This event would be a demonstration of community building. It would give everyone, at any age, an opportunity to celebrate Halloween through physical activity, costumes, and time spent together with peers and loved ones. A family run would give adults an opportunity to model healthy habits and kids an opportunity to challenge themselves in a safe, fun atmosphere. A welcoming, non-competitive atmosphere can also introduce running to people who might have otherwise never participated in a traditional 5k or 10k race. Finisher medals and costume awards would emphasize our value of "completing over competing".

Holding the event at the harbor would encourage community members to spend time at the harbor and can help showcase the harbor as a destination for walking, running, and family friendly recreation. Over time, an annual Halloween run could become a community event associated with Crescent City and the harbor.

A Halloween run would provide the Del Norte Distance Running Club students a culminating event and goal that they can reach alongside their families and peers. We hope you approve our proposed 5k and 10k run. We are also requesting a small sponsorship. We would be very grateful if the Harbor would waive our fees for paperwork and insurance costs.

Sincerely,

-Kim Cisneros

HALLOWEEN RUN



OCTOBER 31
**WHALER ISLAND,
CRESCENT CITY HARBOR**



10. Consider and approve Harbor of Lights Festival for November 28, 2026.

Public Comment?

Harbor of Lights Event Proposal

Proposed Dates: November 28, 2026 through December 4, 2026

Proposed Times: 5:00 PM to 9:00 PM

Overview

Harbor of Lights is a proposed holiday celebration designed to transform the Crescent City Harbor District into a festive destination for families, residents, and visitors alike.

The centerpiece of the event will be a spectacular display of decorated and illuminated boats throughout the harbor, complemented by holiday displays from Harbor District businesses, local food and activity vendors, and opportunities for community participation.

The event will provide a unique holiday experience while showcasing the Crescent City Harbor District as a vibrant destination and creating opportunities for businesses, tenants, sponsors, and local vendors to participate in and benefit from increased community engagement and visitation.

Objective

The primary objectives of **Harbor of Lights** are to:

- Stimulate the local economy by encouraging visitors to spend time and money within the Crescent City Harbor District.
- Increase exposure and visibility for businesses and tenants of the Harbor.
- Show appreciation for Harbor businesses and moorage tenants by providing an opportunity to showcase their creativity and participate in a community-wide celebration.
- Create a free, family-friendly holiday experience for residents of Del Norte County and surrounding communities.
- Establish the Crescent City Harbor District as a unique holiday destination and create a signature event that can continue to grow annually.
- Provide opportunities for local vendors and businesses to reach new customers during the holiday season.
- Encourage community participation and engagement through public voting and sponsorship opportunities.

Featured Event Elements

Lighted Holiday Boat Showcase

The centerpiece of **Harbor of Lights** will be a showcase of beautifully decorated and illuminated boats throughout the harbor.

Harbor moorage tenants will be invited to decorate their boats and participate in a friendly competition based on creativity, holiday spirit, and overall presentation.

The community will have the opportunity to view the illuminated boats November 28, 2026 through December 4, 2026 and vote for their favorite display.

Awards

All boats who participate will receive \$20 off their next power billing cycle. Three participating boats will be recognized as first through third place winners, with each receiving the following off their next moorage billing cycle in addition to the participation amount;

- 1st Place - \$100
- 2nd Place - \$50
- 3rd Place - \$25

Open only to participants with accounts in good financial standing. Payout to not exceed the moorage due. Participating moorage tenants must apply by November 6, 2026.

Sponsorships

To expand participation, businesses, families, and community members will have the opportunity to purchase a sponsorship allowing them to sponsor a participating boat of their choice that has opted in to be sponsored on the application form. All sponsorships will be between sponsor and vessel owner.

Harbor Business Holiday Display Competition

Crescent City Harbor District businesses will be invited to decorate their storefronts or designated areas with creative holiday displays.

This competition will provide businesses with an opportunity to showcase their brand, creativity, and holiday spirit while contributing to the overall atmosphere of the event. The community will vote for its favorite participating business display.

Award

All harbor businesses who participate will receive \$20 off their next billing cycle if they are an entity of the Harbor (they pay rent to the Crescent City Harbor District). One winning business will receive a TBD sponsored gift basket valued at a minimum of \$100.

Open only to participants with accounts in good financial standing. Payout to not exceed the rent due. Participating tenants must apply by November 6, 2026.

Community Voting & Recognition

Community participation will be a central component of the Harbor of Lights event. Visitors will be invited to vote for their favorite displays in two primary categories;

- **Best Lighted Boat**
- **Best Holiday Business Display**

Voting will be designed to encourage visitors to explore the Harbor District and view participating boats and businesses.

Winners will be announced following the conclusion of the voting period, with recognition provided through event communications and promotional channels.

Local Food & Activity Vendors

Local food, beverage, and activity vendors will be invited to participate by renting designated vendor spaces during the event. Vendors are encouraged to offer warm drinks, hot food, or something for families to do together.

Vendor participation will provide local businesses with an opportunity to:

- Reach new customers
- Generate holiday-season sales
- Promote their products and services
- Participate in a community-wide event
- Increase visibility within the Crescent City Harbor District

Vendor space fees will be as follows;

- 10'x10' Space - \$20
- 10'x20' Space - \$40

All vendors must submit a completed application by November 6, 2026.

Marketing & Promotion

A comprehensive promotional campaign will be developed to build awareness and drive attendance throughout Del Norte County and surrounding communities.

Promotional opportunities may include social media campaigns, Harbor District and tenant promotion, community organization outreach, local media and press releases, event signage, digital advertising, sponsor recognition, event photography, and post-event promotion/recognition.

Participating businesses, boat owners, vendors, and sponsors will be encouraged to promote the event through their own communication channels to maximize community reach.

Estimated Marketing Costs

Ad Buys:

Google \$5/day for 30 Days - \$150 Total

Facebook/Instagram (Multi-Platform) - \$5/day for 30 Days - \$150 Total

Banner Promoting the Event (Facing the Highway):

2'x16' - \$80

Flyers:

8.5"x11" Event Flyer

8.5"x11" Invitation Flyer (Moorage and Businesses)

Social Media Event Cover Photo

Community Voting:

Survey Monkey - \$70 per 1,000 responses (.15 additional per response)



11. Dredging Update

Public Comment?

FY 2027 FEDERAL FUNDING REQUEST FOR DREDGING AND USACE PROJECTS

Agency	FY 2027 President's Budget (% of Total)	FY 2027 House Committee (% of Total)	Sac Conf Negotiated (% of Total)	Sac Conf Negotiated (USD)
Berkeley Marina	0.00%	0.04%	0.00%	\$0
Bodega Bay Harbor	0.00%	0.04%	0.00%	\$0
Channel Islands Harbor	0.00%	0.02%	6.57%	\$12,000,000
Channel Islands Harbor	0.00%	0.00%	0.00%	\$0
Corte Madera Creek	0.00%	0.00%	0.00%	\$0
Crescent City Harbor	0.04%	0.04%	3.28%	\$6,000,000
Dana Point Harbor	0.00%	0.04%	0.00%	\$0
Fisherman's Wharf Area, San Francisco	0.00%	0.08%	0.00%	\$0
Humboldt Harbor and Bay	6.50%	6.62%	8.21%	\$15,000,000
Island Shoreline Repair - Moss Landing	0.00%	0.00%	0.00%	\$0
Larkspur Ferry Channel	0.00%	0.00%	0.00%	\$0
Long Beach Harbor	0.00%	0.00%	0.00%	\$0
Los Angeles Harbor	0.00%	0.03%	0.00%	\$0
Marina del Rey	0.00%	0.01%	5.47%	\$10,000,000
Monterey Harbor	0.00%	0.04%	0.00%	\$0
Morro Bay Harbor	0.00%	0.02%	2.46%	\$4,500,000
Moss Landing Harbor	0.00%	0.04%	1.64%	\$3,000,000
Napa River	0.00%	0.00%	4.38%	\$8,000,000
Newport Bay Harbor	0.00%	0.03%	0.00%	\$0
Noyo River and Harbor	0.00%	0.00%	1.09%	\$2,000,000
Oakland Harbor	38.62%	30.12%	15.15%	\$27,676,000
Oceanside Harbor	0.00%	0.01%	1.92%	\$3,500,000
Oyster Point Marina	0.00%	0.04%	0.00%	\$0
Petaluma River	0.00%	0.00%	0.00%	\$0
Pillar Point Harbor	0.00%	0.04%	0.00%	\$0
Pinole Shoal Management/Delta LTMS	0.00%	0.00%	0.00%	\$0
Port Hueneme	0.00%	0.01%	0.00%	\$0
Port San Luis	0.00%	0.02%	0.00%	\$0
Project Condition Surveys (CA Statewide)	0.00%	0.95%	1.09%	\$2,000,000
Redondo Beach Harbor (King Harbor)	0.00%	0.01%	1.09%	\$2,000,000
Redwood City Harbor	4.71%	4.59%	3.83%	\$7,000,000
Richmond Harbor	17.20%	15.18%	8.76%	\$16,000,000
Sacramento River (30ft Section)	4.57%	5.24%	2.74%	\$5,000,000
Sacramento River (Shallow Section)	0.00%	0.22%	0.12%	\$218,000
Sac River and Tributaries (Debris)	0.45%	2.10%	1.09%	\$2,000,000
San Diego Harbor	0.00%	0.02%	0.00%	\$0
San Diego River and Mission Bay	0.00%	0.02%	0.00%	\$0
San Francisco Bay (Delta Model)	0.29%	1.16%	0.55%	\$1,000,000
San Francisco Bay (Mgmt. Strategy)	0.00%	0.63%	0.55%	\$1,000,000
San Francisco Harbor	5.76%	6.30%	3.01%	\$5,500,000

San Francisco (H&B Debris)	1.66%	4.69%	2.46%	\$4,500,000
San Joaquin River (Stockton Channel)	6.41%	7.43%	6.57%	\$12,000,000
San Leandro Marina (JDM Channel)	0.00%	0.04%	0.00%	\$0
San Pablo Bay & Mare Island Strait	3.91%	4.20%	2.19%	\$4,000,000
San Rafael Creek	0.00%	0.00%	0.55%	\$1,000,000
Santa Barbara Harbor	0.00%	0.00%	2.19%	\$4,000,000
Santa Cruz Harbor	0.00%	0.04%	0.44%	\$800,000
Suisun Bay Channel (NY Slough)	8.50%	7.81%	7.12%	\$13,000,000
Suisun Channel (Main Slough)	0.00%	0.00%	0.55%	\$1,000,000
Surfside-Sunset & Newport Beach	0.00%	0.00%	0.00%	\$0
Ventura Harbor (Dredging)	0.00%	0.02%	3.83%	\$7,000,000
Ventura Harbor (Breakwater)	0.00%	0.00%	0.00%	\$0
Yuba River	1.40%	2.05%	1.09%	\$2,000,000
Total	100.00%	100.00%	100.00%	\$182,694,000

USACE FY 2027 O&M DREDGING PLAN

Project	Target Solicitation	Target Bid Open	Target Award	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	JAN	FEB	Estimated CY	Contractor	Dredge Type	Placement Site
				FY2027									FY2028							
CONTRACT CLAMSHELL OR CUTTERHEAD PIPELINE																				
Redwood City Harbor	1-Mar	31-Mar	14-Apr														200kcy	TBD	Clamshell	SF-11 SF-DODS
Petaluma River	11-Mar	12-Apr	26-Apr														150kcy	TBD	Clamshell	BU SF-10
Crescent City	22-Mar	21-Apr	5-May														75kcy	TBD	Clamshell	Whaler Island
San Joaquin River	1-Apr	3-May	17-May														175kcy	TBD	Cutterhead or Clamshell	BU or Upland
Noyo River Dredging	12-Apr	12-May	26-May														60kcy	TBD	Cutterhead or Clamshell	Nearshore
Oakland Harbor	22-Apr	24-May	7-Jun														250kcy	TBD	Clamshell	BU
MARAD Area 2	3-May	2-Jun	16-Jun														50kcy	TBD	Clamshell	BU
Sacramento River	13-May	14-Jun	28-Jun														75kcy	TBD	Cutterhead or Clamshell	BU or Upland
Suisun Bay Channel	24-May	23-Jun	7-Jul														125kcy	TBD	Clamshell	SF-16
MOTCO Phase 2	3-Jun	6-Jul	20-Jul														50kcy	TBD	Clamshell	BU
Richmond Inner Harbor	14-Jun	14-Jul	28-Jul														350kcy	TBD	Clamshell	BU or SF-10/SF-11
WEST COAST HOPPER CONTRACT																				
Humboldt Bar & Entrance Channels	JAN	FEB	MAR														Base:600kcy Opt:300kcy	TBD	WCHC (Portland)	HOODS
Oakland Harbor	JAN	FEB	MAR														550kcy	TBD	WCHC (Portland)	SF-11
GOVERNMENT HOPPER																				
Humboldt Interior Channels	N/A	Start: APR	Finish: MAY														150kcy	Yaquina	Govt Hopper	HOODS
Humboldt Bar & Entrance Channels	N/A	Start: MAY	Finish: MAY														400kcy	Essayons	Govt Hopper	Nearshore
SF Main Ship Channel	N/A	Start: MAY	Finish: JUN														350kcy	Essayons	Govt Hopper	OBDS SF-8
Richmond Outer Harbor	N/A	Start: JUN	Finish: JUN														250kcy	Essayons	Govt Hopper	SF-10 SF-11
San Pablo Bay (Pinole Shoal)	N/A	Start: JUN	Finish: JUN														250kcy	Essayons	Govt Hopper	SF-10 SF-11
				Solicitation				WCH West Coast Hopper Contract				Env Window								
				Bid Opening				YAQ Gov't Dredge Yaquina				Mobilization								
				Contract Award				ESS Gov't Dredge Essayons				Physical Dredging								
				Work Stoppage								Hopper Dredging								

Date of Last Update: 09/21/2026



12. Communications, Reports, and Directions to Staff

a. Harbor Commissioner & Committee Reports

(1) Commissioner Dan Schmidt

(2) Commissioner Annie Nehmer

(3) Commissioner Gerhard Weber

(4) Vice Chair John Evans

(5) Chair Rick Shepherd



12. Communications, Reports, and Directions to Staff

b. CEO/Harbormaster Report



12. Communications, Reports, and Directions to Staff

c. Financial Report

- i. Statement Summary Report as of August 31, 2026**
- ii. Balance Sheet by Month**
- iii. Profit and Loss by Month**
- iv. Profit and Loss by Class**
- v. Budget to Actual Report**
- vi. Cash Flow Report for August 2026**
- vii. Consider Staff Report on Pending Financial Matters**
- viii. Review Initial Cash Flow Projection Report for FY26/27**
- ix. Approve decrease in restricted funds from \$181,000 to \$56,000**
- x. Approve Fashion Blacksmith Settlement Payment in the amount of \$100,000**

Crescent City Harbor District
Financial Summary Sheet
as of August 31, 2026

A/C #	Account Name	Amount
1005	LAIF Reserve	264,932.00
1001	Bayside Ckg	7.00
1003	Operating Ckg	110,606.00
1004	Svgs	5,021.00
1006	RHV Ckg	500.00
1250	Undeposited Fund	4,359.00
	Total Cash On Hand	<u>385,425.00</u>
1100	Accounts Receivable	51,202.00
1214	Grants Receivable	94,511.00
1215	Taxes Receivable	378,609.00
1216	SB105 Tsunami Funding	1,000,000.00
	Total Receivables	<u>1,524,322.00</u>
1600	Accounts Payable	68,997.00
	Total Accounts Payable	<u>68,997.00</u>

Crescent City Harbor District

Balance Sheet by Month
As of Aug 31, 2026

	Jun 30-30 2026	Jul 2026	Aug 2026
Assets			
Current Assets			
Bank Accounts			
1003 CCHD Checking #4766	165,416	116,572	110,606
1009 QuickBooks Tax Holding Account	1,572	246	638
1005 LAIF Reserve	264,932	264,932	264,932
1001 Bayside Checking #1766	7	7	7
1004 CCHD Savings #4774	5,021	5,021	5,021
1006 RHV Checking #0707	500	500	500
Total for Bank Accounts	437,447	387,278	381,705
Accounts Receivable			
1100 Accounts Receivable	102,326	52,895	51,202
Total for Accounts Receivable	102,326	52,895	51,202
Other Current Assets			
1214 Grant Receivable	94,511	94,511	94,511
1250 Undeposited Funds	4,222	6,099	4,359
1200 Other Current Assets			
1205 Withholding Receivable	115,918	115,918	115,918
1201 Commercial Lease Receivables	717,750	717,750	717,750
1202 Deferred Pension Contributions	277,459	277,459	277,459
Total for 1200 Other Current Assets	1,111,127	1,111,127	1,111,127
1215 Taxes Receivable	445,186	433,002	378,609
1216 SB105 Tsunami Funding Receivable	1,000,000	1,000,000	1,000,000
1300 Inventory			
1301 Gift Shop Purchases	10,154	10,154	10,154
Total for 1300 Inventory	10,154	10,154	10,154
Total for Other Current Assets	2,665,200	2,654,893	2,598,760
Total for Current Assets	3,204,973	3,095,066	3,031,667
Fixed Assets			
1580 Accumulated Depreciation	-55,050,801	-55,369,793	-55,688,785
1455 CIP - Harbor Dev & Design	443,221	443,221	452,471
1450 CIP - Citizens Dock	305,590	322,090	322,090
1465 CIP - Seawall Project	3,100	13,100	23,100
1460 CIP So Beach Bathroom	11,990	11,990	11,990
1490 Land Cost	465,511	465,511	465,511
1500 Depreciable Assets			
1520 Vehicles	15,217	15,217	15,217
1550 Leased Vehicle	147,395	147,395	147,395
1570 Streets, Roads and Parks	707,691	707,691	707,691
Total for 1500 Depreciable Assets	870,303	870,303	870,303
1510 Machinery / Equipment	357,501	357,501	357,501

Crescent City Harbor District

Balance Sheet by Month
As of Aug 31, 2026

	Jun 30-30 2026	Jul 2026	Aug 2026
1530 Buildings and Improvements	4,606,514	4,606,514	4,606,514
1540 Marina, Wharves, and Docks	61,733,331	61,733,331	61,733,331
1560 Sewer Lift Station	33,655	33,655	33,655
Total for Fixed Assets	13,779,915	13,487,423	13,187,681
Other Assets	0	0	0
Total for Assets	16,984,889	16,582,489	16,219,348
Liabilities and Equity			
Liabilities			
Current Liabilities			
Accounts Payable			
1600 Accounts Payable (A/P)	147,058	96,546	68,997
Total for Accounts Payable	147,058	96,546	68,997
Credit Cards			
1700 Credit Card Accounts			
1702 USBank	2,320	2,545	3,092
Total for 1700 Credit Card Accounts	2,320	2,545	3,092
Total for Credit Cards	2,320	2,545	3,092
Other Current Liabilities			
1900 Payroll Liabilities			
1928 Federal Unemployment (940)	582	18	49
1925 CA SUI / ETT	989	228	589
1920 125DEN	165	165	154
1923 125VIS	0	30	0
1922 125MED	0	0	0
1921 125LIFE	-1	-1	1
1926 CALPERS	0	6	12
1904 Pension Defer Cash In-flows	45,977	45,977	45,977
1906 Accrued Payroll Liabilities	28,540	28,540	28,540
1907 Compensated Absences	42,369	42,369	42,369
Total for 1900 Payroll Liabilities	118,622	117,332	117,691
Deferred Taxes			
1801 CDTFA Payable	15,084	0	0
1803 TOT Payable	32	33	41
2000 Current Liabilities			
2001 Customer Deposits & PrePayments	260	534	737
2002 Interest Payable	15,911	11,268	10,519
2004 Current Auto Lease Liability	140,491	140,491	140,491
Total for 2000 Current Liabilities	33,388	33,388	33,388
2006 Accrued Expenses	189,789	185,146	184,397
Total for Other Current Liabilities	331,409	316,464	314,416
Total for Current Liabilities	480,788	415,555	386,505

Crescent City Harbor District

Balance Sheet by Month
As of Aug 31, 2026

	Jun 30-30 2026	Jul 2026	Aug 2026
Long-term Liabilities			
2100 Long term debt	131,875	131,875	131,875
2102 USDA Loan	4,499,435	4,499,435	4,499,435
2103 Lease Liability	717,750	717,750	717,750
2104 Net Pension Liability	923,771	923,771	923,771
2105 Fashion Blacksmith Payable	948,431	948,431	948,431
2110 Fashion Blacksmith Settlement Payable	2,200,000	2,200,000	2,200,000
Total for 2100 Long term debt	9,421,262	9,421,262	9,421,262
Total for Long-term Liabilities	9,421,262	9,421,262	9,421,262
Total for Liabilities	9,902,049	9,836,816	9,807,767
Equity			
Net Income	-1,959,323	-337,167	-671,258
2300 Retained Earnings	-18,686,675	-20,645,997	-20,645,997
2350 Opening Balance Equity	27,728,836	27,728,836	27,728,836
Total for Equity	7,082,839	6,745,672	6,411,581
Total for Liabilities and Equity	16,984,889	16,582,489	16,219,348

Crescent City Harbor District

Profit and Loss by Month

July-August, 2026

	Jul 2026	Aug 2026	Total
Income			
2400 Commercial Revenue			
2401 Commercial Fees Additional	26,811	8,072	34,883
2402 Commercial Hoist Leases	24,000	24,000	48,000
2403 Commercial Leases	30,264	29,691	59,954
2407 Commercial Utilities	1,569	1,509	3,078
2409 Freezer Rental	666	666	1,332
2410 Poundage Fees	1,689	207	1,896
Total for 2400 Commercial Revenue	84,998	64,145	\$149,143
2600 Services & Fees			
2602 No Insurance Fee	3,420	3,060	6,480
2603 Fees & Sales Additional	12	60	72
2604 Event Rentals	4,472		4,472
2605 Permits Fish Sales	150		150
2606 Key Fob Sales	0	42	42
2607 Late Payment Fee	1,951	1,633	3,584
2608 Launch Permit Fees	3,746	2,186	5,932
2609 Laundry Sales	57	39	96
2610 Live-a-Board Fees	720	480	1,200
2611 Mobile Crane Rental	960	240	1,200
2612 Storage Revenue	2,851	3,115	5,967
2613 Utilities Marina	2,165	1,209	3,374
2615 Surcharge / Admin Fee	120	180	300
Total for 2600 Services & Fees	20,623	12,244	\$32,867
2700 Moorage - Slip Rentals			
2701 Rec Slip Rentals / Dockwa	27,178	35,629	62,807
Total for 2700 Moorage - Slip Rentals	27,178	35,629	\$62,807
2800 RV Parks Revenue Operations			
2801 RV Leases	14,361	14,400	28,761
2802 RV Dump Station	75	27	102
2803 RV BS Fees	90	90	180
2804 RV BS Freezers	15	15	30
2805 RV BS Laundry	256	355	611
2808 RV RHV Laundry	135	107	242
2809 RV Guest Rentals	22,534	8,770	31,304
Total for 2800 RV Parks Revenue Operations	37,466	23,764	\$61,230
3000 Sales of Product Revenue			
3001 Gift Shop Sales	171	96	266
Total for 3000 Sales of Product Revenue	171	96	\$266
Total for Income	170,436	135,878	\$306,313

Crescent City Harbor District

Profit and Loss by Month

July-August, 2026

	Jul 2026	Aug 2026	Total
Cost of Goods Sold			
3100 Cost of Goods Sold			
3102 Laundry Expense	29		29
Total for 3100 Cost of Goods Sold	29		\$29
Total for Cost of Goods Sold	29		\$29
Gross Profit	170,407	135,878	\$306,285
Expenses			
3200 Advertising, Mktg & Promo			
3201 Ads and Notices	549	300	849
3202 Events	1,801		1,801
Total for 3200 Advertising, Mktg & Promo	2,350	300	\$2,650
3300 Auto Expenses			
3301 Fuel Expenses	510	464	974
3302 Maintenance and Repair	1,097	1,249	2,346
3303 Truck Leases/Auto Exp	2,886	1,690	4,575
Total for 3300 Auto Expenses	4,493	3,402	\$7,895
3400 Bank Fees / Surcharges			
3401 Bank Fees	46	29	75
3402 Merchant Fees	783	394	1,177
3403 Fines Additional Fees	5		5
Total for 3400 Bank Fees / Surcharges	834	423	\$1,257
3500 Dues	98		98
3505 Fee Expense	154	135	289
3600 Contractors Operations			
3602 Outside Services	4,919	2,369	7,288
Total for 3600 Contractors Operations	4,919	2,369	\$7,288
3700 Insurance Policies			
3701 Auto Insurance	2,068	2,243	4,311
3702 Liability & Property Policies	54,976	14,067	69,043
3703 Workers Comp	4,322	1,817	6,138
Total for 3700 Insurance Policies	61,365	18,127	\$79,492
3800 Interest Expense			
3805 Finance Charges	1,469	1,402	2,872
Total for 3800 Interest Expense	1,469	1,402	\$2,872
3900 Professional Fees / Consultants			
3901 Accounting	5,775		5,775
3903 Attorney Professional Services Legal	5,825	6,245	12,070
3908 IT Services	1,910	1,910	3,820
3909 IT Reimbursements	740	181	920
Total for 3900 Professional Fees / Consultants	14,250	8,336	\$22,585

Crescent City Harbor District

Profit and Loss by Month

July-August, 2026

	Jul 2026	Aug 2026	Total
4000 Office / General operations			
4002 Office Equipment Leases	409	460	869
4003 Office Expenses	138	53	191
4004 Permits / Licenses	1,030		1,030
4006 Subscriptions & Software	1,549	4,326	5,876
4007 Uniform Expenses	243	326	569
4008 Website & Hosting Expenses	356		356
4025 Recruitment Expense		100	100
4026 Taxes and License	148		148
4028 Postage & Shipping	82		82
Total for 4000 Office / General operations	3,955	5,266	\$9,221
5000 Payroll Expenditures			
5001 Payroll Expenses	47,130	47,552	94,682
5002 Payroll Benefits	10,821	11,065	21,886
5003 Health Benefits	17,646	17,575	35,221
5005 Payroll Tax Expenses	4,069	4,248	8,317
5006 Commissioner Expense	3,000	3,000	6,000
5013 Team Housing & Additional Expenses	9	9	17
5015 Payroll Processing Expense	221	234	455
Total for 5000 Payroll Expenditures	82,895	83,683	\$166,578
5100 Repairs / Maintenance			
5104 Repairs General	286	466	752
Total for 5100 Repairs / Maintenance	286	466	\$752
5200 Supplies, Materials & Fuel			
5201 Maintenance Supplies / Materials	1,218	169	1,387
5202 Operations Supplies / Materials	2,370	1,866	4,235
5203 Fuel Maintenance	1,505	759	2,264
Total for 5200 Supplies, Materials & Fuel	5,093	2,794	\$7,887
5500 Utilities			
5501 Electricity	5,836	6,486	12,322
5502 Propane	2,255	404	2,660
5503 Telephone	928	928	1,856
5504 Water & Sewer Service	4,407	8,327	12,734
5505 Trash & Recycle	7,668	7,659	15,327
5506 WI-FI / Internet Services	461	470	930
Total for 5500 Utilities	21,555	24,274	\$45,829
Total for Expenses	203,716	150,977	\$354,693
Net Operating Income	-33,309	-15,099	-\$48,408
Other Income			
5605 Donations Received	50		50

Crescent City Harbor District

Profit and Loss by Month
July-August, 2026

	Jul 2026	Aug 2026	Total
6000 Tax Proceeds			
6001 Property Tax	15,084	0	15,084
Total for 6000 Tax Proceeds	15,084	0	\$15,084
Total for Other Income	15,134	0	\$15,134
Other Expenses			
6500 Depreciation	318,992	318,992	637,985
Total for Other Expenses	318,992	318,992	\$637,985
Net Other Income	-303,858	-318,992	-\$622,850
Net Income	-337,167	-334,091	-\$671,258

Crescent City Harbor District

Profit and Loss by Class

July-August, 2026

	Admin	Coml FV	Coml Lease	Marina	RV Bayside	RV RHV	Total
Income							
2400 Commercial Revenue							
2401 Commercial Fees Additional			34,882.81				34,882.81
2402 Commercial Hoist Leases		48,000.00					48,000.00
2403 Commercial Leases		32,767.83	27,186.48				59,954.31
2407 Commercial Utilities		3,077.85					3,077.85
2409 Freezer Rental		1,332.00					1,332.00
2410 Poundage Fees		1,895.72					1,895.72
Total for 2400 Commercial Revenue		87,073.40	62,069.29				\$149,142.69
2600 Services & Fees							
2602 No Insurance Fee				6,480.00			6,480.00
2603 Fees & Sales Additional	24.00			48.00			72.00
2604 Event Rentals	4,471.50						4,471.50
2605 Permits Fish Sales				150.00			150.00
2606 Key Fob Sales				42.00			42.00
2607 Late Payment Fee		895.84	557.82	2,130.00			3,583.66
2608 Launch Permit Fees				5,932.00			5,932.00
2609 Laundry Sales				96.00			96.00
2610 Live-a-Board Fees				1,200.00			1,200.00
2611 Mobile Crane Rental				1,200.00			1,200.00
2612 Storage Revenue	250.00			5,716.50			5,966.50
2613 Utilities Marina				3,373.80			3,373.80
2615 Surcharge / Admin Fee	300.00						300.00
Total for 2600 Services & Fees	5,045.50	895.84	557.82	26,368.30			\$32,867.46
2700 Moorage - Slip Rentals							
2701 Rec Slip Rentals / Dockwa				62,807.08			62,807.08
Total for 2700 Moorage - Slip Rentals				62,807.08			\$62,807.08

Crescent City Harbor District

Profit and Loss by Class

July-August, 2026

	Admin	Coml FV	Coml Lease	Marina	RV Bayside	RV RHV	Total
2800 RV Parks Revenue Operations							
2801 RV Leases					28,600.00	161.35	28,761.35
2802 RV Dump Station					102.00		102.00
2803 RV BS Fees					180.00		180.00
2804 RV BS Freezers					30.00		30.00
2805 RV BS Laundry					610.52		610.52
2808 RV RHV Laundry						241.87	241.87
2809 RV Guest Rentals					3,127.79	28,176.39	31,304.18
Total for 2800 RV Parks Revenue Operations					32,650.31	28,579.61	\$61,229.92
3000 Sales of Product Revenue							
3001 Gift Shop Sales	266.26						266.26
Total for 3000 Sales of Product Revenue	266.26						\$266.26
Total for Income	5,311.76	87,969.24	62,627.11	89,175.38	32,650.31	28,579.61	\$306,313.41
Cost of Goods Sold							
3100 Cost of Goods Sold							
3102 Laundry Expense				28.50			28.50
Total for 3100 Cost of Goods Sold				28.50			\$28.50
Total for Cost of Goods Sold				28.50			\$28.50
Gross Profit	5,311.76	87,969.24	62,627.11	89,146.88	32,650.31	28,579.61	\$306,284.91
Expenses							
3200 Advertising, Mktg & Promo							
3201 Ads and Notices	650.56					198.71	849.27
3202 Events	1,800.51						1,800.51
Total for 3200 Advertising, Mktg & Promo	2,451.07					198.71	\$2,649.78

Crescent City Harbor District

Profit and Loss by Class

July-August, 2026

	Admin	Coml FV	Coml Lease	Marina	RV Bayside	RV RHV	Total
3300 Auto Expenses							
3301 Fuel Expenses	973.78						973.78
3302 Maintenance and Repair	2,345.97						2,345.97
3303 Truck Leases/Auto Exp	4,575.44						4,575.44
Total for 3300 Auto Expenses	7,895.19						\$7,895.19
3400 Bank Fees / Surcharges							
3401 Bank Fees	74.90						74.90
3402 Merchant Fees	192.12			157.13		827.92	1,177.17
3403 Fines Additional Fees	5.00						5.00
Total for 3400 Bank Fees / Surcharges	272.02			157.13		827.92	\$1,257.07
3500 Dues	98.00						98.00
3505 Fee Expense						288.87	288.87
3600 Contractors Operations							
3602 Outside Services	3,433.72	730.93		1,985.26	870.63	266.99	7,287.53
Total for 3600 Contractors Operations	3,433.72	730.93		1,985.26	870.63	266.99	\$7,287.53
3700 Insurance Policies							
3701 Auto Insurance	4,310.96						4,310.96
3702 Liability & Property Policies	69,042.90						69,042.90
3703 Workers Comp	6,138.48						6,138.48
Total for 3700 Insurance Policies	79,492.34						\$79,492.34
3800 Interest Expense							
3805 Finance Charges	2,871.77						2,871.77
Total for 3800 Interest Expense	2,871.77						\$2,871.77
3900 Professional Fees / Consultants							
3901 Accounting	5,775.00						5,775.00
3903 Attorney Professional Services Legal	12,070.00						12,070.00
3908 IT Services	3,820.00						3,820.00
3909 IT Reimbursements	920.29						920.29
Total for 3900 Professional Fees / Consultants	22,585.29						\$22,585.29

Crescent City Harbor District

Profit and Loss by Class

July-August, 2026

	Admin	Coml FV	Coml Lease	Marina	RV Bayside	RV RHV	Total
4000 Office / General operations							
4002 Office Equipment Leases	869.15						869.15
4003 Office Expenses	190.70						190.70
4004 Permits / Licenses	1,030.00						1,030.00
4006 Subscriptions & Software	850.98			2,337.50	2,439.27	248.00	5,875.75
4007 Uniform Expenses	569.30						569.30
4008 Website & Hosting Expenses	356.32						356.32
4025 Recruitment Expense	100.00						100.00
4026 Taxes and License	147.87						147.87
4028 Postage & Shipping	82.00						82.00
Total for 4000 Office / General operations	4,196.32			2,337.50	2,439.27	248.00	\$9,221.09
5000 Payroll Expenditures							
5001 Payroll Expenses	94,682.01						94,682.01
5002 Payroll Benefits	21,885.97						21,885.97
5003 Health Benefits	35,220.53						35,220.53
5005 Payroll Tax Expenses	8,234.02				41.54	41.54	8,317.10
5006 Commissioner Expense	6,000.00						6,000.00
5013 Team Housing & Additional Expenses					8.72	8.72	17.44
5015 Payroll Processing Expense	455.00						455.00
Total for 5000 Payroll Expenditures	166,477.53				50.26	50.26	\$166,578.05
5100 Repairs / Maintenance							
5104 Repairs General	270.79			480.93			751.72
Total for 5100 Repairs / Maintenance	270.79			480.93			\$751.72
5200 Supplies, Materials & Fuel							
5201 Maintenance Supplies / Materials	1,387.04						1,387.04
5202 Operations Supplies / Materials	3,159.61			945.25	74.64	55.98	4,235.48
5203 Fuel Maintenance	2,264.34						2,264.34
Total for 5200 Supplies, Materials & Fuel	6,810.99			945.25	74.64	55.98	\$7,886.86

Crescent City Harbor District

Profit and Loss by Class

July-August, 2026

	Admin	Coml FV	Coml Lease	Marina	RV Bayside	RV RHV	Total
5500 Utilities							
5501 Electricity	2,331.88			1,786.21	6,513.61	1,690.09	12,321.79
5502 Propane	1,160.39				1,329.49	170.00	2,659.88
5503 Telephone	1,856.02						1,856.02
5504 Water & Sewer Service	4,417.08			3,310.27	3,824.52	1,182.38	12,734.25
5505 Trash & Recycle	8,771.04				5,466.27	1,089.94	15,327.25
5506 WI-FI / Internet Services	470.09			460.00			930.09
Total for 5500 Utilities	19,006.50			5,556.48	17,133.89	4,132.41	\$45,829.28
Total for Expenses	315,861.53	730.93		11,462.55	20,568.69	6,069.14	\$354,692.84
Net Operating Income	-310,549.77	87,238.31	62,627.11	77,684.33	12,081.62	22,510.47	-\$48,407.93
Other Income							
5605 Donations Received	50.00						50.00
6000 Tax Proceeds							
6001 Property Tax	15,084.23						15,084.23
Total for 6000 Tax Proceeds	15,084.23						\$15,084.23
Total for Other Income	15,134.23						\$15,134.23
Other Expenses							
6500 Depreciation	637,984.50						637,984.50
Total for Other Expenses	637,984.50						\$637,984.50
Net Other Income	-622,850.27						-\$622,850.27
Net Income	-933,400.04	87,238.31	62,627.11	77,684.33	12,081.62	22,510.47	-\$671,258.20

Crescent City Harbor District

Budget vs. Actuals: Budget_FY27_P&L - FY27 P&L

July - August, 2026

	TOTAL		
	ACTUAL	BUDGET	OVER BUDGET
Income			
2400 Commercial Revenue			
2401 Commercial Fees Additional	34,882.81	33,500.00	1,382.81
2402 Commercial Hoist Leases	48,000.00	48,000.00	0.00
2403 Commercial Leases	59,954.31	87,020.00	-27,065.69
2407 Commercial Utilities	3,077.85	2,204.00	873.85
2409 Freezer Rental	1,332.00	1,332.00	0.00
2410 Poundage Fees	1,895.72	500.00	1,395.72
Total 2400 Commercial Revenue	149,142.69	172,556.00	-23,413.31
2600 Services & Fees			
2602 No Insurance Fee	6,480.00	5,000.00	1,480.00
2603 Fees & Sales Additional	72.00	2,000.00	-1,928.00
2604 Event Rentals	4,471.50	3,500.00	971.50
2605 Permits Fish Sales	150.00	300.00	-150.00
2606 Key Fob Sales	42.00	400.00	-358.00
2607 Late Payment Fee	3,583.66	1,000.00	2,583.66
2608 Launch Permit Fees	5,932.00	5,500.00	432.00
2609 Laundry Sales	96.00	100.00	-4.00
2610 Live-a-Board Fees	1,200.00	1,440.00	-240.00
2611 Mobile Crane Rental	1,200.00	720.00	480.00
2612 Storage Revenue	5,966.50	5,500.00	466.50
2613 Utilities Marina	3,373.80	3,000.00	373.80
2614 Work Dock Use		400.00	-400.00
2615 Surcharge / Admin Fee	300.00	400.00	-100.00
Total 2600 Services & Fees	32,867.46	29,260.00	3,607.46
2700 Moorage - Slip Rentals			
2701 Rec Slip Rentals / Dockwa	62,807.08	70,000.00	-7,192.92
Total 2700 Moorage - Slip Rentals	62,807.08	70,000.00	-7,192.92
2800 RV Parks Revenue Operations			
2801 RV Leases	28,761.35		28,761.35
2802 RV Dump Station	102.00		102.00
2803 RV BS Fees	180.00		180.00
2804 RV BS Freezers	30.00		30.00
2805 RV BS Laundry	610.52		610.52
2808 RV RHV Laundry	241.87		241.87
2809 RV Guest Rentals	31,304.18		31,304.18
Total 2800 RV Parks Revenue Operations	61,229.92		61,229.92
3000 Sales of Product Revenue			
3001 Gift Shop Sales	266.26	100.00	166.26
Total 3000 Sales of Product Revenue	266.26	100.00	166.26
Total Income	\$306,313.41	\$271,916.00	\$34,397.41
Cost of Goods Sold			

Crescent City Harbor District

Budget vs. Actuals: Budget_FY27_P&L - FY27 P&L

July - August, 2026

	TOTAL		
	ACTUAL	BUDGET	OVER BUDGET
3100 Cost of Goods Sold			
3101 Gift Shop Items		50.00	-50.00
3102 Laundry Expense	28.50	50.00	-21.50
Total 3100 Cost of Goods Sold	28.50	100.00	-71.50
Total Cost of Goods Sold	\$28.50	\$100.00	\$ -71.50
GROSS PROFIT	\$306,284.91	\$271,816.00	\$34,468.91
Expenses			
3200 Advertising, Mktg & Promo			
3201 Ads and Notices	849.27	800.00	49.27
3202 Events	1,800.51		1,800.51
Total 3200 Advertising, Mktg & Promo	2,649.78	800.00	1,849.78
3300 Auto Expenses			
3301 Fuel Expenses	973.78	1,000.00	-26.22
3302 Maintenance and Repair	2,345.97	600.00	1,745.97
3303 Truck Leases/Auto Exp	4,575.44	3,462.00	1,113.44
Total 3300 Auto Expenses	7,895.19	5,062.00	2,833.19
3400 Bank Fees / Surcharges			
3401 Bank Fees	74.90	80.00	-5.10
3402 Merchant Fees	1,177.17	100.00	1,077.17
3403 Fines Additional Fees	5.00		5.00
Total 3400 Bank Fees / Surcharges	1,257.07	180.00	1,077.07
3500 Dues	98.00	100.00	-2.00
3505 Fee Expense	288.87	0.00	288.87
3600 Contractors Operations			
3602 Outside Services	7,287.53	10,000.00	-2,712.47
Total 3600 Contractors Operations	7,287.53	10,000.00	-2,712.47
3700 Insurance Policies			
3701 Auto Insurance	4,310.96	5,500.00	-1,189.04
3702 Liability & Property Policies	69,042.90	54,976.00	14,066.90
3703 Workers Comp	6,138.48	2,600.00	3,538.48
Total 3700 Insurance Policies	79,492.34	63,076.00	16,416.34
3800 Interest Expense			
3804 FB Judgement		14,908.00	-14,908.00
3805 Finance Charges	2,871.77	1,469.00	1,402.77
Total 3800 Interest Expense	2,871.77	16,377.00	-13,505.23
3900 Professional Fees / Consultants			
3901 Accounting	5,775.00	11,550.00	-5,775.00
3903 Attorney Professional Services Legal	12,070.00	10,000.00	2,070.00
3904 Additional Non-Attorney		2,000.00	-2,000.00
3905 Legal Reimbursements		200.00	-200.00
3906 Engineering		1,500.00	-1,500.00
3908 IT Services	3,820.00	4,000.00	-180.00

Crescent City Harbor District

Budget vs. Actuals: Budget_FY27_P&L - FY27 P&L

July - August, 2026

	TOTAL		
	ACTUAL	BUDGET	OVER BUDGET
3909 IT Reimbursements	920.29	1,200.00	-279.71
Total 3900 Professional Fees / Consultants	22,585.29	30,450.00	-7,864.71
4000 Office / General operations			
4002 Office Equipment Leases	869.15	900.00	-30.85
4003 Office Expenses	190.70	400.00	-209.30
4004 Permits / Licenses	1,030.00	1,100.00	-70.00
4006 Subscriptions & Software	5,875.75	3,000.00	2,875.75
4007 Uniform Expenses	569.30	800.00	-230.70
4008 Website & Hosting Expenses	356.32	720.00	-363.68
4025 Recruitment Expense	100.00	75.00	25.00
4026 Taxes and License	147.87	0.00	147.87
4028 Postage & Shipping	82.00	83.34	-1.34
Total 4000 Office / General operations	9,221.09	7,078.34	2,142.75
5000 Payroll Expenditures			
5001 Payroll Expenses	94,682.01	104,000.00	-9,317.99
5002 Payroll Benefits	21,885.97	20,800.00	1,085.97
5003 Health Benefits	35,220.53	31,200.00	4,020.53
5005 Payroll Tax Expenses	8,317.10	10,400.00	-2,082.90
5006 Commissioner Expense	6,000.00	6,000.00	0.00
5013 Team Housing & Additional Expenses	17.44		17.44
5015 Payroll Processing Expense	455.00	600.00	-145.00
Total 5000 Payroll Expenditures	166,578.05	173,000.00	-6,421.95
5100 Repairs / Maintenance			
5102 Operations Purchases		2,000.00	-2,000.00
5104 Repairs General	751.72	10,000.00	-9,248.28
Total 5100 Repairs / Maintenance	751.72	12,000.00	-11,248.28
5200 Supplies, Materials & Fuel			
5201 Maintenance Supplies / Materials	1,387.04	6,000.00	-4,612.96
5202 Operations Supplies / Materials	4,235.48	600.00	3,635.48
5203 Fuel Maintenance	2,264.34	2,000.00	264.34
Total 5200 Supplies, Materials & Fuel	7,886.86	8,600.00	-713.14
5300 Travel, Training & Meetings			
5305 Mileage / Fuel		20.00	-20.00
5307 Trainings / Meetings		120.00	-120.00
Total 5300 Travel, Training & Meetings		140.00	-140.00
5500 Utilities			
5501 Electricity	12,321.79	6,053.00	6,268.79
5502 Propane	2,659.88		2,659.88
5503 Telephone	1,856.02	2,000.00	-143.98
5504 Water & Sewer Service	12,734.25	5,976.00	6,758.25
5505 Trash & Recycle	15,327.25	8,900.00	6,427.25
5506 WI-FI / Internet Services	930.09	1,000.00	-69.91

Crescent City Harbor District

Budget vs. Actuals: Budget_FY27_P&L - FY27 P&L

July - August, 2026

	TOTAL		
	ACTUAL	BUDGET	OVER BUDGET
Total 5500 Utilities	45,829.28	23,929.00	21,900.28
Total Expenses	\$354,692.84	\$350,792.34	\$3,900.50
NET OPERATING INCOME	\$ -48,407.93	\$ -78,976.34	\$30,568.41
Other Income			
5605 Donations Received	50.00		50.00
5800 Interest Income			
5802 LAIF Investment Gain	0.00	2,000.00	-2,000.00
Total 5800 Interest Income	0.00	2,000.00	-2,000.00
6000 Tax Proceeds			
6001 Property Tax	15,084.23	0.00	15,084.23
Total 6000 Tax Proceeds	15,084.23	0.00	15,084.23
Total Other Income	\$15,134.23	\$2,000.00	\$13,134.23
Other Expenses			
6500 Depreciation	637,984.50	637,984.50	0.00
Total Other Expenses	\$637,984.50	\$637,984.50	\$0.00
NET OTHER INCOME	\$ -622,850.27	\$ -635,984.50	\$13,134.23
NET INCOME	\$ -671,258.20	\$ -714,960.84	\$43,702.64

Crescent City Harbor District

Cash Flow Report

August 2026

Account Name	Transaction date	Transaction type	Num	Name	Debit	Credit	Balance
1003 CCHD Checking #4766							
Beginning Balance							116,572.47
1003 CCHD Checking #4766	08/03/2026	Journal Entry	PTAX 260803		0.87		116,573.34
1003 CCHD Checking #4766	08/03/2026	Journal Entry	PTAX 260803-2		348.34		116,921.68
1003 CCHD Checking #4766	08/03/2026	Journal Entry	PTAX 260803-3		4,862.39		121,784.07
1003 CCHD Checking #4766	08/03/2026	Journal Entry	PTAX 260803-4		49,180.93		170,965.00
1003 CCHD Checking #4766	08/03/2026	Deposit			7,081.60		178,046.60
1003 CCHD Checking #4766	08/03/2026	Deposit			516.40		178,563.00
1003 CCHD Checking #4766	08/03/2026	Deposit		Newbook Integration	36.85		178,599.85
1003 CCHD Checking #4766	08/04/2026	Payroll Check		Daniel J. Schmidt		273.15	178,326.70
1003 CCHD Checking #4766	08/04/2026	Payroll Check	DD	Janice E. Kerttula		1,721.22	176,605.48
1003 CCHD Checking #4766	08/04/2026	Payroll Check	DD	Rick Shepherd (1)		273.15	176,332.33
1003 CCHD Checking #4766	08/04/2026	Payroll Check		Gerhard Weber (1)		273.15	176,059.18
1003 CCHD Checking #4766	08/04/2026	Payroll Check	DD	Justin C. Hanks		1,930.63	174,128.55
1003 CCHD Checking #4766	08/04/2026	Payroll Check	DD	William E. Regis		773.42	173,355.13
1003 CCHD Checking #4766	08/04/2026	Payroll Check		Jayde Woods	0.00		173,355.13
1003 CCHD Checking #4766	08/04/2026	Payroll Check	DD	Christopher J. Foulke		2,318.92	171,036.21
1003 CCHD Checking #4766	08/04/2026	Payroll Check		Billy J. Newport		2,707.88	168,328.33
1003 CCHD Checking #4766	08/04/2026	Payroll Check	DD	Kristina M. Hanks		1,717.39	166,610.94
1003 CCHD Checking #4766	08/04/2026	Payroll Check	DD	Annie Nehmer (1)		273.15	166,337.79
1003 CCHD Checking #4766	08/04/2026	Payroll Check	DD	Matthew R. Klinger		1,096.16	165,241.63
1003 CCHD Checking #4766	08/04/2026	Payroll Check		Andre Gonzalez		1,601.08	163,640.55
1003 CCHD Checking #4766	08/04/2026	Payroll Check	DD	John Evans (1)		273.15	163,367.40
1003 CCHD Checking #4766	08/04/2026	Payroll Check		Chastity Kolmorgan	0.00		163,367.40
1003 CCHD Checking #4766	08/04/2026	Payroll Check		Terry L. Sarver		531.15	162,836.25
1003 CCHD Checking #4766	08/04/2026	Payroll Check	DD	Michael T. Rademaker		3,314.43	159,521.82
1003 CCHD Checking #4766	08/04/2026	Tax Payment		Intuit QuickBooks Workforce		7,222.92	152,298.90
1003 CCHD Checking #4766	08/04/2026	Deposit			18,264.55		170,563.45
1003 CCHD Checking #4766	08/04/2026	Deposit		Newbook Integration	277.16		170,840.61
1003 CCHD Checking #4766	08/05/2026	Payment	262150266112380N00	Englund Marine/Chris Hegnes	275.42		171,116.03
1003 CCHD Checking #4766	08/05/2026	Deposit		LESLIE MOORE	42.00		171,158.03

Crescent City Harbor District

Cash Flow Report

August 2026

Account Name	Transaction date	Transaction type	Num	Name	Debit	Credit	Balance
1003 CCHD Checking #4766	08/05/2026	Deposit		Dockwa	5,657.10		176,815.13
1003 CCHD Checking #4766	08/05/2026	Deposit		HipCamp	125.29		176,940.42
1003 CCHD Checking #4766	08/05/2026	Deposit			1,939.95		178,880.37
1003 CCHD Checking #4766	08/05/2026	Deposit		Newbook Integration	1,677.23		180,557.60
1003 CCHD Checking #4766	08/06/2026	Deposit			1,014.00		181,571.60
1003 CCHD Checking #4766	08/06/2026	Deposit		Walk In Customer	49.64		181,621.24
1003 CCHD Checking #4766	08/06/2026	Deposit		Newbook Integration	316.41		181,937.65
1003 CCHD Checking #4766	08/06/2026	Payment	807170712	Patrick Lazzari	454.30		182,391.95
1003 CCHD Checking #4766	08/07/2026	Deposit		MYLES & KATHLEEN OAKLEY	60.00		182,451.95
1003 CCHD Checking #4766	08/07/2026	Deposit		Newbook Integration	314.21		182,766.16
1003 CCHD Checking #4766	08/10/2026	Deposit			1,842.79		184,608.95
1003 CCHD Checking #4766	08/10/2026	Deposit		Newbook Integration	136.76		184,745.71
1003 CCHD Checking #4766	08/11/2026	Deposit		Eric Green (Stormy II)	10.65		184,756.36
1003 CCHD Checking #4766	08/11/2026	Deposit		Newbook Integration	333.82		185,090.18
1003 CCHD Checking #4766	08/12/2026	Bill Payment (Check)	8669	Advanced Security Systems		415.50	184,674.68
1003 CCHD Checking #4766	08/12/2026	Bill Payment (Check)	8671	C Renner Petroleum Inc		1,035.97	183,638.71
1003 CCHD Checking #4766	08/12/2026	Bill Payment (Check)	8674	Crescent Ace Hardware		361.28	183,277.43
1003 CCHD Checking #4766	08/12/2026	Bill Payment (Check)	8689	Vestis		97.14	183,180.29
1003 CCHD Checking #4766	08/12/2026	Bill Payment (Check)	8679	Englund Marine Supply		111.13	183,069.16
1003 CCHD Checking #4766	08/12/2026	Bill Payment (Check)	8676	Curry Waste Connections		955.47	182,113.69
1003 CCHD Checking #4766	08/12/2026	Bill Payment (Check)	8681	Mendes Supply Company		313.62	181,800.07
1003 CCHD Checking #4766	08/12/2026	Bill Payment (Check)	8678	Del Norte County Tax Collector		147.87	181,652.20
1003 CCHD Checking #4766	08/12/2026	Bill Payment (Check)	8691	Woods Plumbing Inc		212.95	181,439.25
1003 CCHD Checking #4766	08/12/2026	Bill Payment (Check)	8670	Allied Administrators		325.07	181,114.18
1003 CCHD Checking #4766	08/12/2026	Bill Payment (Check)	8672	Carpenters Local 751		60.00	181,054.18
1003 CCHD Checking #4766	08/12/2026	Bill Payment (Check)	8673	CLR Laundry		419.00	180,635.18
1003 CCHD Checking #4766	08/12/2026	Bill Payment (Check)	8677	Del Norte Chamber of Commerce		98.00	180,537.18
1003 CCHD Checking #4766	08/12/2026	Bill Payment (Check)	8680	George's Auto Inc		1,007.44	179,529.74
1003 CCHD Checking #4766	08/12/2026	Bill Payment (Check)	8682	Pacific Power		6,452.47	173,077.27
1003 CCHD Checking #4766	08/12/2026	Bill Payment (Check)	8688	Suburban Propane		660.98	172,416.29
1003 CCHD Checking #4766	08/12/2026	Bill Payment (Check)	8683	Progressive Insurance		2,243.40	170,172.89

Crescent City Harbor District

Cash Flow Report

August 2026

Account Name	Transaction date	Transaction type	Num	Name	Debit	Credit	Balance
1003 CCHD Checking #4766	08/12/2026	Bill Payment (Check)	8685	Ring Central Inc.		527.01	169,645.88
1003 CCHD Checking #4766	08/12/2026	Bill Payment (Check)	8687	Spectrum Business		239.52	169,406.36
1003 CCHD Checking #4766	08/12/2026	Bill Payment (Check)	8684	Recology Del Norte		7,668.38	161,737.98
1003 CCHD Checking #4766	08/12/2026	Bill Payment (Check)	8686	SCIF		4,321.82	157,416.16
1003 CCHD Checking #4766	08/12/2026	Bill Payment (Check)	8675	Crescent City Water Dept.		4,407.05	153,009.11
1003 CCHD Checking #4766	08/12/2026	Bill Payment (Check)	8690	Wegferds' Printing & Publications		836.00	152,173.11
1003 CCHD Checking #4766	08/12/2026	Bill Payment (Check)	ACH	CalPERS		2,936.73	149,236.38
1003 CCHD Checking #4766	08/12/2026	Bill Payment (Check)	ACH	Infinite Consulting Services		2,335.71	146,900.67
1003 CCHD Checking #4766	08/12/2026	Bill Payment (Check)	ACH	Intuit		662.00	146,238.67
1003 CCHD Checking #4766	08/12/2026	Bill Payment (Check)	ACH	Kelley Connect Xerox		460.25	145,778.42
1003 CCHD Checking #4766	08/12/2026	Bill Payment (Check)	ACH	LAI Trust		1,689.59	144,088.83
1003 CCHD Checking #4766	08/12/2026	Bill Payment (Check)	ACH	Spectrum Business		230.00	143,858.83
1003 CCHD Checking #4766	08/12/2026	Bill Payment (Check)	ACH	US Bank Credit Card		2,314.93	141,543.90
1003 CCHD Checking #4766	08/12/2026	Bill Payment (Check)	ACH	VSP		136.39	141,407.51
1003 CCHD Checking #4766	08/12/2026	Bill Payment (Check)	ACH	CalPERS		3,390.80	138,016.71
1003 CCHD Checking #4766	08/12/2026	Deposit		HipCamp	264.01		138,280.72
1003 CCHD Checking #4766	08/12/2026	Deposit		Dockwa	5,579.30		143,860.02
1003 CCHD Checking #4766	08/12/2026	Deposit			37,072.90		180,932.92
1003 CCHD Checking #4766	08/12/2026	Deposit		Daniel Roscoe	500.00		181,432.92
1003 CCHD Checking #4766	08/12/2026	Deposit		Newbook Integration	835.02		182,267.94
1003 CCHD Checking #4766	08/13/2026	Deposit			545.62		182,813.56
1003 CCHD Checking #4766	08/13/2026	Deposit		Newbook Integration	121.05		182,934.61
1003 CCHD Checking #4766	08/14/2026	Deposit		Newbook Integration	390.09		183,324.70
1003 CCHD Checking #4766	08/14/2026	Deposit			9,442.34		192,767.04
1003 CCHD Checking #4766	08/14/2026	Check	SVCCHRG			28.95	192,738.09
1003 CCHD Checking #4766	08/17/2026	Deposit		Newbook Integration	342.73		193,080.82
1003 CCHD Checking #4766	08/18/2026	Deposit			2,822.60		195,903.42
1003 CCHD Checking #4766	08/18/2026	Deposit		Newbook Integration	170.03		196,073.45
1003 CCHD Checking #4766	08/19/2026	Payroll Check	DD	Michael T. Rademaker		3,539.44	192,534.01
1003 CCHD Checking #4766	08/19/2026	Payroll Check	DD	Rick Shepherd (1)		273.15	192,260.86
1003 CCHD Checking #4766	08/19/2026	Payroll Check		Chastity Kolmorgan	0.00		192,260.86

Crescent City Harbor District

Cash Flow Report

August 2026

Account Name	Transaction date	Transaction type	Num	Name	Debit	Credit	Balance
1003 CCHD Checking #4766	08/19/2026	Payroll Check	DD	Kristina M. Hanks		1,492.63	190,768.23
1003 CCHD Checking #4766	08/19/2026	Payroll Check	DD	Christopher J. Foulke		2,061.69	188,706.54
1003 CCHD Checking #4766	08/19/2026	Payroll Check	DD	John Evans (1)		273.15	188,433.39
1003 CCHD Checking #4766	08/19/2026	Payroll Check		Terry L. Sarver		1,326.83	187,106.56
1003 CCHD Checking #4766	08/19/2026	Payroll Check		Daniel J. Schmidt		273.15	186,833.41
1003 CCHD Checking #4766	08/19/2026	Payroll Check	DD	Matthew R. Klinger		1,189.34	185,644.07
1003 CCHD Checking #4766	08/19/2026	Payroll Check	DD	Justin C. Hanks		1,707.25	183,936.82
1003 CCHD Checking #4766	08/19/2026	Payroll Check		Billy J. Newport		2,273.76	181,663.06
1003 CCHD Checking #4766	08/19/2026	Payroll Check	DD	Janice E. Kerttula		1,469.07	180,193.99
1003 CCHD Checking #4766	08/19/2026	Payroll Check	DD	Annie Nehmer (1)		273.15	179,920.84
1003 CCHD Checking #4766	08/19/2026	Payroll Check		Jayde Woods	0.00		179,920.84
1003 CCHD Checking #4766	08/19/2026	Payroll Check	DD	William E. Regis		715.42	179,205.42
1003 CCHD Checking #4766	08/19/2026	Payroll Check		Gerhard Weber (1)		273.15	178,932.27
1003 CCHD Checking #4766	08/19/2026	Payroll Check		Andre Gonzalez		1,396.22	177,536.05
1003 CCHD Checking #4766	08/19/2026	Tax Payment		Intuit QuickBooks Workforce		6,691.95	170,844.10
1003 CCHD Checking #4766	08/19/2026	Deposit		HipCamp	357.98		171,202.08
1003 CCHD Checking #4766	08/19/2026	Deposit		Dockwa	1,987.26		173,189.34
1003 CCHD Checking #4766	08/19/2026	Deposit		Newbook Integration	36.85		173,226.19
1003 CCHD Checking #4766	08/19/2026	Deposit		Walk In Customer	57.49		173,283.68
1003 CCHD Checking #4766	08/20/2026	Deposit		Newbook Integration		147.94	173,135.74
1003 CCHD Checking #4766	08/21/2026	Deposit			694.14		173,829.88
1003 CCHD Checking #4766	08/21/2026	Deposit		Dockwa	294.50		174,124.38
1003 CCHD Checking #4766	08/24/2026	Deposit		Newbook Integration	127.97		174,252.35
1003 CCHD Checking #4766	08/25/2026	Deposit			15,071.01		189,323.36
1003 CCHD Checking #4766	08/25/2026	Deposit		CLR Laundry	710.05		190,033.41
1003 CCHD Checking #4766	08/25/2026	Deposit		CLR Laundry	213.75		190,247.16
1003 CCHD Checking #4766	08/25/2026	Deposit		Newbook Integration	61.61		190,308.77
1003 CCHD Checking #4766	08/26/2026	Deposit		HipCamp	31.32		190,340.09
1003 CCHD Checking #4766	08/26/2026	Bill Payment (Check)	8698	C Renner Petroleum Inc		482.11	189,857.98
1003 CCHD Checking #4766	08/26/2026	Bill Payment (Check)	8700	Crescent Ace Hardware		350.12	189,507.86
1003 CCHD Checking #4766	08/26/2026	Bill Payment (Check)	8702	Les Schwab Tires		1,015.38	188,492.48

Crescent City Harbor District

Cash Flow Report

August 2026

Account Name	Transaction date	Transaction type	Num	Name	Debit	Credit	Balance
1003 CCHD Checking #4766	08/26/2026	Bill Payment (Check)	8706	Vestis		106.50	188,385.98
1003 CCHD Checking #4766	08/26/2026	Bill Payment (Check)	8697	Allegiance Premium Finance Company		15,395.73	172,990.25
1003 CCHD Checking #4766	08/26/2026	Bill Payment (Check)	8701	Englund Marine Supply		83.00	172,907.25
1003 CCHD Checking #4766	08/26/2026	Bill Payment (Check)	8699	Community System Solutions		10,000.00	162,907.25
1003 CCHD Checking #4766	08/26/2026	Bill Payment (Check)	8705	The Mitchell Law Firm, LLP		10,047.00	152,860.25
1003 CCHD Checking #4766	08/26/2026	Bill Payment (Check)	8703	Mendes Supply Company		869.07	151,991.18
1003 CCHD Checking #4766	08/26/2026	Bill Payment (Check)	8704	Moffatt & Nichol		16,500.00	135,491.18
1003 CCHD Checking #4766	08/26/2026	Bill Payment (Check)	ACH	Allegiance Premium Finance Company		15,400.73	120,090.45
1003 CCHD Checking #4766	08/26/2026	Bill Payment (Check)	ACH	CalPERS		7,947.67	112,142.78
1003 CCHD Checking #4766	08/26/2026	Bill Payment (Check)	ACH	US Bank Credit Card		4,741.34	107,401.44
1003 CCHD Checking #4766	08/26/2026	Bill Payment (Check)	ACH	VSP		136.39	107,265.05
1003 CCHD Checking #4766	08/26/2026	Bill Payment (Check)	ACH	CalPERS Medical		17,231.59	90,033.46
1003 CCHD Checking #4766	08/26/2026	Deposit			4,292.80		94,326.26
1003 CCHD Checking #4766	08/26/2026	Deposit			633.00		94,959.26
1003 CCHD Checking #4766	08/26/2026	Deposit		Newbook Integration	545.59		95,504.85
1003 CCHD Checking #4766	08/27/2026	Deposit			183.55		95,688.40
1003 CCHD Checking #4766	08/27/2026	Deposit			836.98		96,525.38
1003 CCHD Checking #4766	08/27/2026	Deposit		Newbook Integration	36.85		96,562.23
1003 CCHD Checking #4766	08/28/2026	Deposit		David Haddad	180.00		96,742.23
1003 CCHD Checking #4766	08/28/2026	Deposit		Newbook Integration	86.58		96,828.81
1003 CCHD Checking #4766	08/31/2026	Deposit		CLR Laundry	39.00		96,867.81
1003 CCHD Checking #4766	08/31/2026	Deposit			13,368.76		110,236.57
1003 CCHD Checking #4766	08/31/2026	Deposit		Andrew Evanow (MA)	24.60		110,261.17
1003 CCHD Checking #4766	08/31/2026	Deposit		Newbook Integration	73.70		110,334.87
1003 CCHD Checking #4766	08/31/2026	Deposit		Newbook Integration	114.97		110,449.84
1003 CCHD Checking #4766	08/31/2026	Deposit		HipCamp	156.61		110,606.45
Total for 1003 CCHD Checking #4766					\$193,121.27	\$199,087.29	
1000 Cash and Investments							
Beginning Balance							0.00
Total for 1000 Cash and Investments							

Crescent City Harbor District

Cash Flow Report

August 2026

Account Name	Transaction date	Transaction type	Num	Name	Debit	Credit	Balance
1001 Bayside Checking #1766							
Beginning Balance							7.00
Total for 1001 Bayside Checking #1766							
1004 CCHD Savings #4774							
Beginning Balance							5,021.29
Total for 1004 CCHD Savings #4774							
1005 LAIF Reserve							
Beginning Balance							264,931.82
Total for 1005 LAIF Reserve							
1006 RHV Checking #0707							
Beginning Balance							500.00
Total for 1006 RHV Checking #0707							
1008 QB Payment Clearing Account							
Beginning Balance							0.00
Total for 1008 QB Payment Clearing Account							
Stripe (required for Synder)							
Beginning Balance							0.00
Total for Stripe (required for Synder)							
TOTAL					\$193,121.27	\$199,087.29	



Staff Report

To: Board of Commissioners

From: Sandy Moreno, Contract Fiscal Officer

Date: September 25, 2026

Subject: PENDING FINANCIAL MATTERS

1. Del Norte County paid USDA directly on 9/1/26 in the amount of \$260,302.73 from the Harbor's TOT funds.
2. Management anticipates an October Harbor Facilities Plan draw down of approximately \$25,000 from the Del Norte County held TOT funds to reimburse 26Q1 harbor maintenance expenses.
3. Staff continues to work with Crescent City Beach Village thru the RV Park operator transition.
4. Annual Workers Compensation Audit was submitted on September 5, 2026.
5. The State Controllers Financial Transaction report for FYE25 was submitted on August 18, 2026, and was accepted as filed.
6. Staff has submitted requested audit documents and reviewed with the auditor on Monday, September 21, 2026. Based on that review, additional documents were provided on September 25, 2026. The auditor anticipates

providing a draft FYE25 audit report for management review on Wednesday, September 30, 2026.

7. Staff continues to work on the financial statements for fiscal year end June 30, 2026. These reports will be completed once the auditor's FYE25 journal entries are recorded. Staff anticipates submitting the FYE26 financials for Board approval at the October 14, 2026 Board meeting.
8. Management has a scheduled meeting with Cal Muni on October 1, 2026 to review the FYE25 draft audit report and continue debt restructuring of the Fashion Blacksmith Settlement Payable and other potential financial stabilization measures.
9. With the completion of the auditor's draft FYE25 audit report (prior year), staff will be able to finish the FYE26 (current year) audit document package for auditor's review. The auditor anticipates scheduling his audit review for November/December 2026.
10. Staff has started on the 26Q1 Budget review and is projecting an increase in net income. Staff anticipates submitting the 26Q1 Budget Adjustment request at the October 28, 2026 Board meeting.
11. Staff has prepared the initial Cash Flow Projection Report for fiscal year 26/27. The Operating Account and LAIF – Savings/Restricted Funds account are reported on separately. This initial report does not include projected grant income and expense. These amounts will be incorporated into the September report provided at the October Board meeting.

12. Grant Billing as of September 25, 2026

CDAА Tsunami reimbursement	\$ 18,000
CalOES DDEE HMPG 90% current billings	\$ 63,257
CCC CDP HMGP 10% current billings	\$ 7,029
CCC DDEE HMGP 10% Prior Period billing	\$ 53,215
CalOES DDEE HMPG Mgmt balance billing	\$ 23,528
CCC CDP prior period billing – Inv#12	\$ 1,008
CCC CDP prior period billing	\$ 16,660
CCC So Beach Bathroom	\$ 11,990
MARAD PIDP22 SWP 80% current billings	\$ 10,383
MARAD PIDP24 CDP 80% current billings	\$ 10,383
CCC PIDP22 SWP 20% current billings	\$ 2,596
CCC PIDP24 CDP 20% current billings	<u>\$ 2,596</u>

Total Estimated Grant Billing at 9/25/26

\$220,645

Prior period billings identified by internal audit in June/July 2026. Grant Administrator Bahr confirmed in September 2026 Grantor approval to bill prior period amounts.

Last Revised : 9/20/26

	Source	Actual Jul-26	Actual Aug-26	Projected Sep-26	Projected Oct-26	Projected Nov-26	Projected Dec-26	Projected Jan-27	Projected Feb-27	Projected Mar-27	Projected Apr-27	Projected May-27	Projected Jun-27
Beginning Cash Balance - OP Ckg #4766		165,415.68	116,572.47	110,606.45	(69,783.08)	(47,003.74)	(64,531.19)	321,905.55	187,942.91	197,806.55	(149,515.02)	64,585.05	57,599.68
Operating Revenue	AR	213,637.55	138,580.80	126,134.00	169,534.00	143,987.00	146,489.00	235,924.00	167,882.00	156,517.00	159,618.00	120,743.00	128,178.00
Operating Expense	AP	(123,610.02)	(84,422.59)	(62,720.80)	(57,254.67)	(84,014.45)	(81,552.26)	(115,946.28)	(68,518.36)	(88,409.57)	(56,017.94)	(54,228.37)	(49,445.17)
Payroll Expense	PR	(84,134.35)	(88,016.76)	(87,500.00)	(87,500.00)	(87,500.00)	(87,500.00)	(87,500.00)	(87,500.00)	(87,500.00)	(87,500.00)	(87,500.00)	(87,500.00)
Net cash provided by operations		5,893.18	(33,858.55)	(24,086.80)	24,779.33	(27,527.45)	(22,563.26)	32,477.72	11,863.64	(19,392.57)	16,100.06	(20,985.37)	(8,767.17)
Tax Revenue	AR-TX	12,184.39	54,392.53	106,000.00	0.00	12,000.00	411,000.00	7,500.00	0.00	67,000.00	200,000.00	16,000.00	110,000.00
Other Income	OI	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Grant Income	GI	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Total Other Cash Inflows		12,184.39	54,392.53	106,000.00	0.00	12,000.00	411,000.00	7,500.00	0.00	67,000.00	200,000.00	16,000.00	110,000.00
Loan Payments	LP	0.00	0.00	(260,302.73)	0.00	0.00	0.00	(171,940.37)	0.00	(392,929.00)	0.00	0.00	0.00
Fixed Asset Purchases	FA	0.00	0.00	(2,000.00)	(2,000.00)	(2,000.00)	(2,000.00)	(2,000.00)	(2,000.00)	(2,000.00)	(2,000.00)	(2,000.00)	(2,000.00)
Capital Improvement Projects	CIP	(66,920.78)	(26,500.00)	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Total Other Cash Outflows		(66,920.78)	(26,500.00)	(262,302.73)	(2,000.00)	(2,000.00)	(2,000.00)	(173,940.37)	(2,000.00)	(394,929.00)	(2,000.00)	(2,000.00)	(2,000.00)
Transfer In/(Out) From Savings/Reserve		0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Net Cash Increase (Decrease) OP Ckg #4766 For Period		116,572.47	110,606.45	(69,783.08)	(47,003.74)	(64,531.19)	321,905.55	187,942.91	197,806.55	(149,515.02)	64,585.05	57,599.68	156,832.51
Beginning Cash Balance - LAIF Savings/Reserve		264,931.82	267,493.02	267,493.02	267,493.02	269,493.02	269,493.02	269,493.02	271,493.02	271,493.02	271,493.02	273,493.02	273,493.02
Interest Earned		2,561.20	0.00	0.00	2,000.00	0.00	0.00	2,000.00	0.00	0.00	2,000.00	0.00	0.00
Transfer In/(Out) to OP Ckg #4766		0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Ending Cash Balance - LAIF Savings/Reserve		267,493.02	267,493.02	267,493.02	269,493.02	269,493.02	269,493.02	271,493.02	271,493.02	271,493.02	273,493.02	273,493.02	273,493.02
Total Restricted Reserve		181,000.00	181,000.00	56,000.00	56,000.00	56,000.00	56,000.00	56,000.00	56,000.00	56,000.00	56,000.00	56,000.00	56,000.00
Restricted Reserve Increase (Decrease) for the period		0.00	0.00	(125,000.00)	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Total Unrestricted LAIF Savings		86,493.02	86,493.02	211,493.02	213,493.02	213,493.02	213,493.02	215,493.02	215,493.02	215,493.02	217,493.02	217,493.02	217,493.02

13. MEETING ADJOURNMENT

*Adjournment of the Board of Harbor Commissioners will be until the next meeting scheduled for **Wednesday, October 14, 2026, at 2 p.m.** 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.*

