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**HUMBOLDT BAY
HARBOR, RECREATION, AND CONSERVATION
DISTRICT**

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PUBLIC NOTICE

The Board of Commissioners of the Humboldt Bay Harbor, Recreation and Conservation District announces the Preliminary Budget for Fiscal Year 2013/14 is available for inspection by interested parties in the District office, Woodley Island Marina, between the hours of 8 a.m. and 5 p.m. Monday through Friday. The Preliminary Budget for FY 2013/14 is also available for review on the Harbor District's website at www.humboldtby.org. On June 27, 2013 at 7 p.m. in the Woodley Island Meeting Room, Woodley Island Marina, the Board will meet to hold a public hearing during the regular meeting regarding the Budget for Fiscal Year 2013/14. Any party may appear and be heard regarding the increase, decrease or omission of any item in the budget or for the inclusion of additional terms. The First Reading of the Final Budget for Fiscal Year 2013/14 will be conducted at the same meeting of the Board of Commissioners beginning at 7 p.m. on June 27, 2013.

Humboldt Bay Harbor,

Recreation and Conservation

District

PRELIMINARY FY 2013/14 BUDGET

	<u>SUMMARY OF 2013-14 BUDGET</u>		
	<i>GENERAL</i>	<i>MARINA</i>	<i>TOTAL</i>
REVENUE	\$5,214,794	\$1,151,672	\$6,366,466
OPERATING EXPENSES	\$2,133,410	\$794,979	\$2,928,389
NON-OPERATING EXPENSES (Capital Expenses, Debt Pmt)	\$2,875,803	\$155,866	\$3,031,669
EXCESS REVENUES OVER(UNDER) EXPENSES	\$205,582	\$200,827	\$406,409
DEDUCT SINGLE-USE REVENUES (WIM Dredge Surchg/Float Replace	\$0	(\$278,192)	(\$278,192)
TOTAL AFTER TRANSFERS	\$205,582	(\$77,365)	\$128,217

Adopted 5/23/13
by Board of Commissioners

REVENUE

	2013-14 Proposed Budget				% of Total		
	2011-12 Actual Audited	2012-13 Budget	2012-13 Projected	General		Marina	TOTAL
Revenue							
Tax Revenue	\$848,045	\$840,000	\$840,000	\$792,000	\$88,000	\$880,000	13.8%
Sales & Permits	\$12,788	\$13,000	\$16,000	\$1,000	\$14,000	\$15,000	0.2%
Harbor Surchg	\$84,373	\$120,000	\$52,270	\$97,028	\$0	\$97,028	1.5%
Pilotage Tariff	\$53,299	\$90,000	\$79,595	\$61,294	\$0	\$61,294	1.0%
Slip Rentals	\$432,795	\$446,028	\$486,751	\$0	\$565,751	\$565,751	8.9%
Trans Rental	\$53,146	\$57,288	\$68,574	\$0	\$76,424	\$76,424	1.2%
Liveabrd Srchg	\$12,438	\$13,299	\$13,805	\$0	\$13,805	\$13,805	0.2%
WIM Dredge Srchg	\$63,658	\$64,000	\$69,548	\$0	\$139,096	\$139,096	2.2%
WIM Float Replace	\$0	\$0	\$0	\$0	\$139,096	\$139,096	2.2%
WIM Electrical	\$0	\$50,000	\$0	\$0	\$80,000	\$80,000	1.3%
Fields Landing	\$113,715	\$135,000	\$117,000	\$159,300	\$0	\$159,300	2.5%
Redwood Dock	\$16,398	\$20,600	\$25,156	\$50,000	\$0	\$50,000	0.8%
Freshwater Issue							
Property	\$0	\$0	\$0	\$227,600	\$0	\$227,600	3.6%
Rents	\$154,056	\$165,000	\$159,114	\$150,000	\$10,000	\$160,000	2.5%
Tideland Leases	\$134,198	\$164,823	\$164,823	\$175,572	\$0	\$175,572	2.8%
Late Fees/Int	\$7,491	\$11,900	\$11,768	\$1,500	\$10,500	\$12,000	0.2%
Other Rev	\$77,405	\$51,838	\$47,762	\$40,000	\$15,000	\$55,000	0.9%
Interest	\$4,126	\$20,000	\$20,187	\$20,000	\$0	\$20,000	0.3%
Grant Revenue	\$2,329,199	\$796,411	\$715,767	\$2,739,500	\$0	\$2,739,500	43.0%
Cap. Exp. Loan	\$0	\$200,000	\$200,000	\$0	\$0	\$0	0.0%
Equity Line Loan	\$0	\$600,000	\$0	\$700,000	\$0	\$700,000	11.0%
Total Revenue	\$4,397,130	\$3,859,187	\$3,088,120	\$5,214,794	\$1,151,672	\$6,366,466	100.0%

increased \$40,000

Increased 15%

Increased 15%

Annual discount rate eliminated/Max slip rentals @ 95% occupancy

Maximum slip rentals - sub-leasing available slips - Suzie doing great job!

increased to \$1.00/ft (from \$0.50/ft)

New fee - \$1.00/ft

cell tower, power washing, marine mechanic, maximize trailer slip rentals increased due to moorage and increased services

from Profit and Loss Analysis

added Taylor Mariculture

includes PORTS project

Shelter Cove State Lands/Coastal Conserv spartina; also Freshwater grants?? loan received in FY 2012/13

Headwaters and Humboldt Area Foundation for Freshwater purchase

NON-OPERATING EXPENSES

<u>CAPITAL EXPENDITURES</u>						
<u>CAPITAL EXPENDITURES</u>	<u>2011-12 Actual/Audited</u>	<u>2012-13 Budget</u>	<u>2012-13 Projected</u>	<u>2013-14 Proposed Budget</u>		
				<u>General</u>	<u>Marina</u>	<u>TOTAL</u>
WI Facility Improvmt	\$10,078	\$219,928	\$210,000	\$0	\$56,500	\$56,500
WI Marina Dredging	\$11,684	\$0		\$0	\$0	\$0
FL Boat Yard	\$10,390	\$0		\$45,500	\$0	\$45,500
Marine Term Impr	\$69,677	\$0	\$11,270	\$35,000	\$0	\$35,000
Harbor Improvmt	\$0	\$0		\$0	\$0	\$0
Property Acquisition			\$350,000	\$350,000		\$350,000
Property Improvement				\$2,220,000		\$2,220,000
Rec Enhance	\$0	\$0		\$5,000		\$5,000
Cons Enhance	\$0	\$0		\$0	\$0	\$0
Auto/Operating Equip	\$0	\$4,000	\$3,627	\$6,000	\$0	\$6,000
Office Equipment	\$0	\$0	\$14,304	\$0	\$0	\$0
TOTAL CAPITAL EXPENDITURES	\$101,829	\$223,928	\$589,201	\$2,661,500	\$56,500	\$2,718,000

tenant showers, fire alarm system, freezer for fish carcasses
 zero discharge system, lathe, replace lower dock
 forklift, backhoe & hoist
 Freshwater purchase
 Freshwater electrical, roof, fire system, water repairs/outfall inspection
 freezer for fish carcasses at Shelter Cove fish cleaning station
 plasma metal cutting machine, metal band saw

<u>DEBT PAYMENTS</u>						
<u>DEBT PAYMENTS</u>	<u>2011-12 Actual/Audited</u>	<u>2012-13 Budget</u>	<u>2012-13 Projected</u>	<u>2013-14 Proposed Budget</u>		
				<u>General</u>	<u>Marina</u>	<u>TOTAL</u>
Cal Boating Loan	\$0		\$0	\$0	\$99,366	\$99,366
Deepening Loan	\$215,167	\$213,213	\$213,213	\$214,303	\$0	\$214,303
TOTAL DEBT PAYMENTS	\$215,167	\$213,213	\$213,213	\$214,303	\$99,366	\$313,669

NARRATIVE FOR FY 2013/14 BUDGET

REVENUE

Tax Revenue

Estimated income received from County of Humboldt - District's portion of property taxes paid to County. **Estimated additional \$40,000.00 to be received FY 2013/14.**

Sales and Permits

- General - Estimated income from permit fees.
- Marina - Estimated income from coin-operated showers, washers, and dryers, vending machines, ice machine, liveaboard inspection fees, and forklift fees.

Harbor Surcharge

Anticipated revenues to be generated by Harbor Improvement Surcharge – **increased 15%.**

Pilotage Tariff

Anticipated revenues to be generated by Bar Pilot services – **increased 15%.**

Slip Rentals

- Marina - Estimated income from the rental of slips at the Marina. **No “per foot” increase – elimination of annual discounted rate.**
Every effort has been made by Dockmaster to maximize slip rentals – 30% increase in slip rental revenue has been realized by sub-leasing slips when original lessee's boat is gone from the marina for an extended period of time (i.e. fishing boats).

Transient Rentals

- Marina - Estimated income from the rental of transient slips at the Marina. **No “per foot” increase.**

Liveaboard Surcharge

- Marina - Estimated income from the monthly charge for liveaboard tenants.

WIM Maintenance Dredging Surcharge

Increase to \$1.00/per foot charge assessed toward future maintenance dredging of Woodley Island Marina. Revenue from this fee transferred directly to Woodley Island Marina Maintenance Dredge Cash Designation.

WIM Float Replace

Proposed \$1.00/per foot charge for all tenants/transients of Woodley Island Marina to create a fund designated specifically for dock/float replacement.

WIM Electrical

Revenue received from the metering of electrical use by tenants through the installation of dock electrical boxes to be installed during FY2012/13.

Fields Landing

Revenue received from storage (boats and trailers) utilities, forklift, and equipment rentals, building space rent, and Travelift haul out fees and usage. **Power washing services and cell tower revenue have been added.**

Redwood Dock

Revenue received from building space rent/terminal lease/wharfage and dockage.

Auto Value

Imputed commuting value of District auto to Director of Facility Maintenance, which is treated as additional compensation in accordance with current IRS regulations.

Payroll Burden

Payroll Burden consists of employer-paid taxes and employer-paid benefits and insurances provided for in the District's Personnel Policy. The contribution rate for PERS for FY 13/14 is 9.349%.

Advertising and Promotion

General - Allocation for the printing of legal notices in the local newspapers required by laws and permit procedures of the State and the District. This line item also funds the printing and distribution of notices to inform the public of special interest items concerning the District's meeting and projects. There is also an amount included for the publication and for additional port, Marina and District marketing and promotional materials.

Marina – Allocation for the printing of notices, newsletters, Marina advertisements etc. to inform the Marina tenants and/or the general public of items which may be of special interest to them.

Automotive Expense

Cost of maintaining and fueling the District's automobiles, vessels, electric trucks, security vehicles, forklift, and other operating equipment.

Communications

Telephones and Cell Phones - Based on the average cost of telephone service for the last six months to include an increase in rates and usage. The Marina portion includes charges for a direct line to the police department. This amount includes the costs for the FAX, modem, E-mail and Website hosting, offsite Web link and cell phones.

Conferences & Meetings

Approves travel expenses for attendance at the following up to the total budget amount: (4) CMANC conferences; (4) AAPA conference/training; (3) CAPA conferences; (1) California Maritime Leadership Symposium; (3) legislative trips to Sacramento; (1) CSDA training conference, (4) Pacific Coast Congress of Harbor Masters, (2) Northern Area Port Security meetings, (4) Conservation-related meetings (Estuarine Research Foundation (ERF), CalERF, (2) West Coast Corridor Coalition meetings for marine highway establishment; and (2) safety seminars in order to maintain discounted Workers Compensation premiums. Additional conferences or travel that would exceed the budget require individual approval by the Board.

Dues & Subscriptions

This category includes dues for membership in the following organizations: California Marine Affairs and Navigation Conference, American Association of Port Authorities, California Association of Port Authorities, California Special District Association, Association of California Water Agencies, Pacific Coast Congress of Harbor Managers and Port Masters, California Association of Harbor Masters and Port Captains, Fishing News, Pacific Fishing, Costco and various other subscriptions. Dues/Subscription costs vary by a variety of factors and amounts shown are estimated. Dues and subscriptions expenses that would exceed the budget require individual approval by the Board of Commissioners.

Elections and Fees Paid to Other Governmental Entities

There are two (2) Board seats slated for election for the District in FY 2013/14.

Shelter Cove Expense

Expenses/miscellaneous items needed for the repair and maintenance of the District's facilities at Shelter Cove (includes Insurance Expense). Also includes repairs to breakwater, roads, fencing and fish cleaning station.

King Salmon Expense

Estimated expenses for maintaining the King Salmon Beach area, including replacing signage and vegetation maintenance.

Redwood Dock Expense

Estimated expenses for maintaining the Redwood Dock property. **Planking, roadway upgrade and power installation improvements.**

Samoa Shops Planning Expense

Planning expenses related to the Samoa Shops complex.

Humboldt Bay Management Plan

Includes estimated expenses related to implementation of the Plan policies and data collection as necessary to achieve implementation for the Humboldt Bay Management Plan.

Interest/Fee Expense

Estimated interest and fee expense for short-term line of credit financing that may be incurred due to unavailable State Homeland Security grant funds to cover purchases of grant-funded equipment.

Grant Expense

Expenses associated with grant-funded projects expected to occur in FY 2013/14.

Capital Expenditure Loan Payment

Monthly payments to repay the loan for the power pedestal purchase and installation.

Equity Loan

Monies repaid on the loans used to purchase Freshwater Tissue Company property.

CAPITAL EXPENDITURES

Woodley Island Facility Improvement

Estimated expense for the purchase of a fish carcass freezer, repairs to the tenants' restrooms, upgrade of the fire alarm system.

Woodley Island Marina Dredging

Estimated expenses in preparation of the next dredge cycle, which will occur in approximately 5-6 years.

Fields Landing Boat Yard

Estimated expenses for capital improvements to the Fields Landing Boat Yard, including the installation of a zero discharge system and purchase of a lathe.

Marine Terminal Improvement

Estimated expenses required for a forklift, backhoe and hoist to use at the Redwood Dock Terminal Berth 1.

Recreational Enhancements

Funds set aside for recreational facility construction, rehabilitation, improvement or expansion projects including funds set aside for acquisition of additional recreational facilities and for planning expenses related to the Samoa Shops complex.

Conservation Enhancements

Funds set aside for the acquisition, construction, restoration, rehabilitation or expansion of conservation areas.

Mariculture Management Fund

Each year the District shall reserve 25% of the tideland revenue from mariculture operations on tidelands leased as a part of the District's mariculture expansion project. These funds are reserved for future expenses related to permitting and environmental compliance for mariculture activities on District tidelands.

Emergency

Funds available for expenses related to recovery from emergencies.