

**AGENDA**  
**REGULAR MEETING OF THE BOARD OF DIRECTORS**  
**HUMBOLDT BAY DEVELOPMENT ASSOCIATION, INC.**

**DATE:** January 21, 2026

**TIME:** 3:00 PM

**PLACE:** Join Zoom Meeting  
<https://us02web.zoom.us/j/6917934402>

Meeting ID: 691 793 4402  
One tap mobile  
(669) 900-9128, 6917934402# US

**1. Call to Order Regular Session and Roll Call**

**2. Election of Board President, Vice President and Secretary for Calendar Year 2026**

**3. Public Comment**

*Note: This portion of the Agenda allows the public to speak to the Board on the various issues not itemized on this Agenda. A member of the public may also request that a matter appearing on the Consent Calendar be pulled and discussed separately. Pursuant to the Brown Act, the Board may not take action on any item that does not appear on the Agenda. Each speaker is limited to speak for a period of three (3) minutes regarding each item on the Agenda. Each speaker is limited to speak for a period of three (3) minutes during the PUBLIC COMMENT portion of the Agenda regarding items of special interest to the public not appearing on the Agenda that are within the subject matter jurisdiction of the Board of Directors. The three (3) minute time limit may not be transferred to other speakers. The three (3) minute time limit for each speaker may be extended by the President of the Board or the Presiding Member of the Board. The three (3) minute time limit for each speaker may be enforced by the President of the Board or the Presiding Member of the Board.*

**4. Consent Calendar**

- a) Adopt Minutes for October 15, 2025 Regular Board Meeting
- b) Receive Financial Statements through December 2025
- c) Adopt Quarterly Meeting Schedule for Calendar Year 2026

**5. Business**

- a) Executive Director Report
- b) Note Payable to Harbor District

**6. Adjournment**

**DRAFT MINUTES  
REGULAR MEETING OF THE BOARD OF DIRECTORS  
HUMBOLDT BAY DEVELOPMENT ASSOCIATION, INC.**

**October 15, 2025**

**PRESENT:**

Richard Marks  
Aaron Newman  
Jack Norton  
Leroy Zerlang

**ABSENT:**

Dale Unea

The Regular Meeting of the Board of Directors was called to order at 3:02 PM

**PUBLIC COMMENT:** None

**CONSENT CALENDAR**

- a) Adopt Minutes for March 19, 2025 Regular Board Meeting**
- b) Adopt Minutes for July 16, 2025 Regular Board Meeting**
- c) Receive Financial Statements through June 2025**

DIRECTOR NEWMAN MOVED TO APPROVE CONSENT CALENDAR ITEMS A-C.

DIRECTOR MARKS SECONDED.

VOICE VOTE WAS CALLED, MOTION CARRIED

AYES: MARKS, NEWMAN, NORTON, ZERLANG

NOES: NONE

ABSENT: UNEA

ABSTAIN: NONE

**BUSINESS**

- a) Executive Director Report**

Executive Director presented the item.

The Board Discussed the item.

Item was opened to public comment, no one commented.

Discussion item only, no formal action was taken.

- b) Adopt Audit for FY 2023/2024**

Item presented by District staff.

The Board Discussed the item.

Item was opened to public comment, no one commented.

DIRECTOR MARKS MOVED TO ADOPT THE AUDIT FOR FISCAL YEAR 2023/2024.

DIRECTOR NEWMAN SECONDED.

VOICE VOTE WAS CALLED, MOTION CARRIED

AYES: MARKS, NEWMAN, NORTON, ZERLANG

NOES: NONE

ABSENT: UNEA

ABSTAIN: NONE

**The meeting was adjourned at 3:18 PM**

APPROVED BY:

RECORDED BY:

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Dale Unea  
Secretary  
Humboldt Bay Development Association

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Mindy Hiley  
Director of Administrative Services  
Humboldt Bay Harbor District

1:48 PM

**Humboldt Bay Development Association, Inc.**

01/13/26

**Balance Sheet**

Accrual Basis

As of December 31, 2025

	Dec 31, 25
<b>ASSETS</b>	
<b>Current Assets</b>	
Checking/Savings	
Cash & Equivalents	
PNC Bank (HBDA operating)	5,025.00
Total Cash & Equivalents	5,025.00
Total Checking/Savings	5,025.00
<b>Other Current Assets</b>	
Deferred Asset-Operating Lease	
Deferred Rent Asset	-0.40
Total Deferred Asset-Operating Lease	-0.40
Total Other Current Assets	-0.40
Total Current Assets	5,024.60
<b>Fixed Assets</b>	
Building.	
Building	4,320,729.00
Building. - Other	-4,320,729.00
Total Building.	0.00
Depreciation Accum - Bldg	
Accumulated Depr	-0.29
Total Depreciation Accum - Bldg	-0.29
<b>Leasehold Improvements</b>	
Soft Costs	
Capitalized Construction Int	
Soft Costs Amortization	1,210.00
Total Capitalized Construction Int	1,210.00
<b>Intangible Assets</b>	
Intangible Assets Amortization	-1,210.00
Total Intangible Assets	-1,210.00
Total Soft Costs	0.00
Total Leasehold Improvements	0.00
Total Fixed Assets	-0.29
<b>Other Assets</b>	
Deferred Charges, net	-0.34
Total Other Assets	-0.34
<b>TOTAL ASSETS</b>	<b>5,023.97</b>
<b>LIABILITIES &amp; EQUITY</b>	
<b>Liabilities</b>	
Long Term Liabilities	
Long Term Debt	
Debt Issuance Cost	-0.16
Total Long Term Debt	-0.16
Note Payable to Harbor District	9,145.45
Total Long Term Liabilities	9,145.29
Total Liabilities	9,145.29
<b>Equity</b>	
Retained Earnings	293.79

Humboldt Bay Development Association, Inc.  
**Balance Sheet**  
As of December 31, 2025

	Dec 31, 25
Net Income	-4,415.11
Total Equity	-4,121.32
TOTAL LIABILITIES & EQUITY	5,023.97

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Accrual Basis

**Humboldt Bay Development Association, Inc.**  
**Profit & Loss YTD Comparison**  
**July through December 2025**

	Jul - Dec 25	Jul - Dec 25
Ordinary Income/Expense		
Expense		
Operating Expenses		
General & Admin		
Bank Charges/Fees	415.11	415.11
Total General & Admin	415.11	415.11
Legal & other prof fees		
Audit fees	4,000.00	4,000.00
Total Legal & other prof fees	4,000.00	4,000.00
Total Operating Expenses	4,415.11	4,415.11
Total Expense	4,415.11	4,415.11
Net Ordinary Income	-4,415.11	-4,415.11
Net Income	<b>-4,415.11</b>	<b>-4,415.11</b>

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**Humboldt Bay Development Association, Inc.****Check Detail****July through December 2025**

Type	Num	Date	Account	Paid Amount	Original Amount
Check		07/31/2025	PNC Bank (HBDA o...		<b>-68.99</b>
			Bank Charges/Fees	-68.99	68.99
TOTAL				-68.99	68.99
Check		08/29/2025	PNC Bank (HBDA o...		<b>-69.37</b>
			Bank Charges/Fees	-69.37	69.37
TOTAL				-69.37	69.37
Check		09/30/2025	PNC Bank (HBDA o...		<b>-69.56</b>
			Bank Charges/Fees	-69.56	69.56
TOTAL				-69.56	69.56
Check		10/31/2025	PNC Bank (HBDA o...		<b>-68.80</b>
			Bank Charges/Fees	-68.80	68.80
TOTAL				-68.80	68.80
Check		11/28/2025	PNC Bank (HBDA o...		<b>-69.37</b>
			Bank Charges/Fees	-69.37	69.37
TOTAL				-69.37	69.37
Check		12/31/2025	PNC Bank (HBDA o...		<b>-69.02</b>
			Bank Charges/Fees	-69.02	69.02
TOTAL				-69.02	69.02
Bill Pmt -Check	1100	12/19/2025	PNC Bank (HBDA o...		<b>-4,000.00</b>
Bill	10682...	11/26/2025	Audit fees	-4,000.00	4,000.00
TOTAL				-4,000.00	4,000.00

## **Humboldt Bay Development Association**

### **2026 Quarterly Meeting Schedule**

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**Wednesday, January 21, 2026 at 3:00 PM**

**Wednesday, April 15, 2026 at 3:00 PM**

**Wednesday, July 15, 2026 at 3:00 PM**

**Wednesday, October 21, 2026 at 3:00 PM**

**Special Meetings to occur as needed,  
tentatively on the 3<sup>rd</sup> Wednesday of the month.**