

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

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**RESOLUTION NO. 2024-07**

**A RESOLUTION ADOPTING THE FINAL FISCAL YEAR 2024-2025 HUMBOLDT BAY HARBOR,  
RECREATION AND CONSERVATION DISTRICT BUDGET**

**WHEREAS**, the Board of Commissioners of the Humboldt Bay Harbor, Recreation, and Conservation District has prepared a draft and final annual budget pursuant to California Harbors and Navigation Code Section 6093; and

**WHEREAS**, the Board of Commissioners approved the fiscal year 2024-2025 preliminary budget on June 13, 2024 and scheduled and noticed a hearing for the adoption of the final budget on July 24, 2024 at 5:30 pm; and

**WHEREAS**, notice of said hearing was posted on the Harbor District's website pursuant to California Harbors and Navigation Section 6093.1; and

**WHEREAS**, copies of the budget were made available on the Harbor District's website and at the District Office.

**NOW, THEREFORE, THE BOARD OF COMMISSIONERS OF THE HUMBOLDT BAY HARBOR, RECREATION, AND CONSERVATION DISTRICT DOES HEREBY RESOLVE AS FOLLOWS:**

**SECTION 1.** Adopts the Final Fiscal Year 2024-2025 Budget as set forth in Exhibit A attached here to and by reference incorporated herein.

**SECTION 2.** Authorizes the Executive Director to transmit the budget to the Humboldt County Board of Supervisors pursuant to California Harbors and Navigation Section 6093.3.

**PASSED AND ADOPTED** by the Humboldt Bay Harbor, Recreation and Conservation District Board of Commissioners at a duly called meeting held on the **24<sup>th</sup> day of July 2024** by the following polled vote:

**AYES:** Dale, Benson, Kullmann, Newman

**NOES:** 0

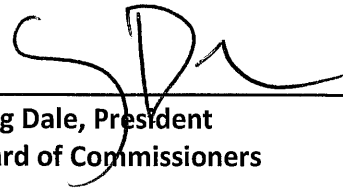
**ABSENT:** Higgins

**ABSTAIN:** 0

**ATTEST:**

A handwritten signature in black ink, appearing to read 'Aaron Newman', written over a horizontal line.

**Aaron Newman, Secretary  
Board of Commissioners**

A handwritten signature in black ink, appearing to read 'Greg Dale', written over a horizontal line.

**Greg Dale, President  
Board of Commissioners**

**CERTIFICATE OF SECRETARY**

The undersigned, duly qualified and acting Secretary of the HUMBOLDT BAY HARBOR, RECREATION AND CONSERVATION DISTRICT, does hereby certify that the attached Resolution is a true and correct copy of RESOLUTION NO. **2024-07** entitled,

**A RESOLUTION ADOPTING THE FINAL FISCAL YEAR 2024-2025 HUMBOLDT BAY HARBOR,  
RECREATION AND CONSERVATION DISTRICT BUDGET**

as regularly adopted at a legally convened meeting of the Board of Commissioners of the HUMBOLDT BAY HARBOR, RECREATION AND CONSERVATION DISTRICT, duly held on the **24<sup>th</sup> day of July 2024**; and further, that such Resolution has been fully recorded in the Journal of Proceedings in my office, and is in full force and effect.

IN WITNESS WHEREOF, I have hereunto set my hand this **24<sup>th</sup> day of July 2024**.

A handwritten signature in black ink, appearing to read 'Aaron Newman', is written over a horizontal line. The signature is fluid and cursive, with a large loop at the beginning.

**Aaron Newman, Secretary  
Board of Commissioners**

Final Budget FY 2024-2025	General Fund	Woodley Island	Fields Landing	Shelter Cove	RMT2	Redwood Dock	New Terminal	Tidelands	Grants	TOTAL
<b>Ordinary Income/Expense</b>										
<b>Income</b>										
<b>Donations</b>										
45709 · Donations - Sea Scouts										-
46519 · Donations - Lighthouse		10								10
<b>Donations - Other</b>										
<b>Total Donations</b>	-	<b>10</b>	-	-	-	-	-	-	-	<b>10</b>
<b>Dredging Revenue</b>										
41308.4 · Dredging Revenue - Other										-
41308.5 · Dredging Set-Aside										-
41318 · Dredging Surcharge - T		238,075	15,000							253,075
<b>Dredging Revenue - Other</b>										
<b>Total Dredging Revenue</b>	-	<b>238,075</b>	<b>15,000</b>	-	-	-	-	-	-	<b>253,075</b>
<b>Fees</b>										
40108 · PERMITS-T	2,000	5,520								7,520
40509 · Travel Lift Fees - T										-
40609 · Haul Out Fees - T										-
40618 · Boat Launch Fees - T										-
40808 · Pilotage Services - T								2,341		2,341
41308 · Moorage - T										-
41308.1 · Poundage - T		2,000				3,299				5,299
41818 · Late Charges/Interest - T		60,000						900		60,900
41819 · Late Charges/Interest - NT		600			600					1,200
45608 · Chevron - Ports O&M - T								32,350		32,350
<b>Fees - Other</b>										
<b>Total Fees</b>	<b>2,000</b>	<b>68,120</b>	-	-	<b>600</b>	<b>3,299</b>	-	<b>35,591</b>		<b>109,610</b>
<b>Float Replacement Account</b>										
41418 · Float Replacement		80,133								80,133
<b>Float Replacement Account - Other</b>										
<b>Total Float Replacement Account</b>	-	<b>80,133</b>	-	-	-	-	-	-	-	<b>80,133</b>
<b>Grant Revenue</b>										
<b>Conservation Grants</b>										
45208.3 · Conservation Grants, Gov't - T							500,000			
<b>Conservation Grants - Other</b>										
<b>Total Conservation Grants</b>							500,000			
<b>Facilities Grants</b>										
45300 · Facilities Grants, Other - NT										
<b>Facilities Grants - Other</b>										
<b>Total Facilities Grants</b>										-
<b>Harbor Grants</b>										
45208 · Harbor Grants, Other - T										
45208.1 · Harbor Grants, Gov't - T				2,352,000				7,225,000		
<b>Harbor Grants - Other</b>										

**Final Budget FY 2024-2025**

	General Fund	Woodley Island	Fields Landing	Shelter Cove	RMT2	Redwood Dock	New Terminal	Tidelands	Grants	TOTAL
Total Harbor Grants				2,352,000			7,225,000			
Recreation Grants										
45208.2 · Recreation Grants, Gov't - T										
Recreation Grants - Other										
Total Recreation Grants							-			
Grant Revenue - Other										
<b>Total Grant Revenue</b>				<b>2,352,000</b>			<b>7,725,000</b>			<b>10,077,000</b>
<b>Harbor Surcharge</b>										
40908 · Harbor Improvement Surcharge-T								117,230		117,230
Harbor Surcharge - Other										-
<b>Total Harbor Surcharge</b>	-	-	-	-	-	-	-	<b>117,230</b>		<b>117,230</b>
<b>Interest Revenue</b>										
43108 · Interest Income - T								97,532		97,532
43109 · Interest Income - NT	6,417									6,417
43309 · Interest On Del Accts - NT					54					54
43318 · Interest On Del Accts - T										-
47008 · Gain (Loss) on Investments - T										-
47009 · Gain (Loss) on Investments - N										-
Interest Revenue - Other										-
<b>Total Interest Revenue</b>	<b>6,417</b>	-	-	-	<b>54</b>	-	-	<b>97,532</b>		<b>104,003</b>
<b>Other Revenue</b>										
45808 · Gain (Loss) On Sale of Assets -										-
45809 · Gain (Loss) Sale of Assets - NT										-
45908 · Other Revenue - T								1,247,909		1,247,909
45909 · Other Revenue - NT	51,166	800						3,950		55,916
46008 · Recovery of Bad Debt - T										-
46009 · Recovery of Bad Debt - NT										-
Other Revenue - Other										-
<b>Total Other Revenue</b>	<b>51,166</b>	<b>800</b>	-	-	-	-	-	-	<b>1,251,859</b>	<b>1,303,825</b>
<b>Rent Income</b>										
40218 · Slip Rents - T		618,691								618,691
40318.1 · Transient Rentals - T		32,873								32,873
40518 · Equipment Rent - T		\$ 3,444.00						4,738		8,182
40519 · Equipment Rent - NT										-
40809 · Yard Rent - NT - Other						12,255				12,255
41108 · Rents, Tidelands Leases - T								274,536		274,536
41309 · Storage - NT		57,938								57,938
41409 · Upland Rent - NT		155,960	61,179		779,960	26,588				1,023,687
41409.2 · Redwood Terminal 2 - NMTC										-
41409 · Upland Rent - NT - Other										-
Total 41409 · Upland Rent - NT										-
Rent Income - Other										-
<b>Total Rent Income</b>	-	<b>868,906</b>	<b>61,179</b>	-	<b>779,960</b>	<b>38,843</b>	-	<b>279,274</b>		<b>2,028,161</b>

**Final Budget FY 2024-2025**

	General Fund	Woodley Island	Fields Landing	Shelter Cove	RMT2	Redwood Dock	New Terminal	Tidelands	Grants	TOTAL
<b>Sales</b>										
40109 · Sales, Retail - NT										-
40119 · Concession Sales - NT - Other		6,200								
<b>Total Sales</b>	-	<b>6,200</b>	-	-	-	-	-	-	-	<b>6,200</b>
<b>Tax Revenue</b>										
43509 · Property Tax Revenues	1,210,000									1,210,000
45009 · Other Federal Tax Revenue										-
Tax Revenue - Other										-
<b>Total Tax Revenue</b>	<b>1,210,000</b>	-	-	-	-	-	-	-	-	<b>1,210,000</b>
<b>Utility Surcharge</b>										
40409 · Utility Surcharge - NT		7,199			23,160	6,950		1,080		38,389
40418 · Utility Surcharge, Marina Dock		63,840								63,840
Utility Surcharge - Other										-
<b>Total Utility Surcharge</b>	-	<b>71,039</b>	-	-	<b>23,160</b>	<b>6,950</b>	-	<b>1,080</b>		<b>102,229</b>
47019 · Returned Check Charges	70									70
52708.1 · Discount	250									250
<b>Total Income</b>	<b>1,269,903</b>	<b>1,333,284</b>	<b>76,179</b>	<b>2,352,000</b>	<b>803,774</b>	<b>49,091</b>	<b>7,725,000</b>	<b>530,707</b>	<b>1,251,859</b>	<b>15,391,796</b>
<b>Gross Profit</b>										
<b>Expense</b>										
<b>Accounting/Auditing Services</b>										
52500 · Accounting Fees - T	60,000									60,000
52508 · Accounting Fees - NT	20,000					1,565				21,565
Accounting/Auditing Services - Other	-									-
<b>Total Accounting/Auditing Services</b>	<b>80,000</b>	-	-	-	-	<b>1,565</b>	-	-	-	<b>81,565</b>
<b>Advertising &amp; Promotion</b>										
51000 · Advertising & Promotion - NT	1,062	550								1,612
51008 · Advertising & Promotion - T	2,945									2,945
Advertising & Promotion - Other	-									-
<b>Total Advertising &amp; Promotion</b>	<b>4,007</b>	<b>550</b>	-	-	-	-	-	-	-	<b>4,557</b>
<b>Bad Debts</b>										
51308 · Bad Debts - T	-	3,216								3,216
51309 · Bad Debts - NT	-									-
Bad Debts - Other	-									-
<b>Total Bad Debts</b>	-	<b>3,216</b>	-	-	-	-	-	-	-	<b>3,216</b>
<b>Capital Outlay</b>										
53608 · Expenses Pending Transfer - Vessel	-									-
53609 · Expenses Pending Transfer-Bldg	-									-
53618 · Expenses Pending Transfer-Auto	-									-
53619 · Expenses Pending Transfer - Eq	-									-
55618 · Float Replacement Expense	-									-
Capital Outlay - Other	-									-
<b>Total Capital Outlay</b>	-	-	-	-	-	-	-	-	-	-
<b>Communications</b>										



**Final Budget FY 2024-2025**

	General Fund	Woodley Island	Fields Landing	Shelter Cove	RMT2	Redwood Dock	New Terminal	Tidelands	Grants	TOTAL
<b>Total Fuel</b>	<b>11,819</b>	-	-	-	76	-	-	4,003		<b>15,897</b>
<b>Grant Expenses</b>										
<b>Conservation Grant Expenses</b>										
50100.3 · Conservation Grant - Wages	-									-
50500.3 · Conservation Grant - Payroll	-									-
54408.3 · Conservation Grant Exp	-						448,081			<b>448,081</b>
Conservation Grant Expenses - Other	-									-
<b>Total Conservation Grant Expenses</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>448,081</b>	<b>-</b>		<b>448,081</b>
<b>Harbor Grant Expenses</b>										
50100.1 · Harbor Grant Expenses - Wages	-									-
50110.1 · Salaries&Wages M/A Harbor Grant	-									-
50500.1 · Harbor Grant Expenses - Payroll	-									-
54408.1 · Harbor Grant Exp	-						7,039,440			<b>7,039,440</b>
Harbor Grant Expenses - Other	-									-
<b>Total Harbor Grant Expenses</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>7,039,440</b>	<b>-</b>		<b>7,039,440</b>
<b>Recreation Grant Expenses</b>										
54408.2 · Recreation Grant Exp	-									-
Recreation Grant Expenses - Other	-									-
<b>Total Recreation Grant Expenses</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>		<b>-</b>
55000 · Overhead - Grant	-									-
Grant Expenses - Other	-									-
<b>Total Grant Expenses</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>7,487,521</b>	<b>-</b>		<b>7,487,521</b>
<b>Insurance</b>										
51800 · Insurance - NT	124,623									<b>124,623</b>
51808 · Insurance - T	31,075									<b>31,075</b>
Insurance - Other	-									-
<b>Total Insurance</b>	<b>155,697</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>		<b>155,697</b>
<b>Interest Expense</b>										
55108 · Interest Expense - T		126,425						49,872		<b>176,297</b>
55109 · Interest Expense - NT	100,143	21,834			49,566					<b>171,543</b>
Interest Expense - Other										-
<b>Total Interest Expense</b>	<b>100,143</b>	<b>148,259</b>	<b>-</b>	<b>-</b>	<b>49,566</b>	<b>-</b>	<b>-</b>	<b>49,872</b>		<b>347,840</b>
<b>Legal Services</b>										
52300 · Legal Fees - NT	29,239		36,715				49,928			<b>115,882</b>
52308 · Legal Fees - T	8,342						16,465			<b>24,807</b>
Legal Services - Other										-
<b>Total Legal Services</b>	<b>37,581</b>	<b>-</b>	<b>36,715</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>66,394</b>	<b>-</b>		<b>140,689</b>
<b>Maintenance - Equipment</b>										
51209 · Automotive, Repairs - NT		89			12,016					<b>12,105</b>
52710 · Repairs & Maint, Equip - NT		3,084	5,000		315					<b>8,400</b>
52718 · Repairs & Maint, Equip - T		79	47,500					2,666		<b>50,246</b>
Maintenance - Equipment - Other										-
<b>Total Maintenance - Equipment</b>	<b>-</b>	<b>3,253</b>	<b>52,500</b>	<b>-</b>	<b>12,331</b>	<b>-</b>	<b>-</b>	<b>2,666</b>		<b>70,750</b>



**Final Budget FY 2024-2025**

	General Fund	Woodley Island	Fields Landing	Shelter Cove	RMT2	Redwood Dock	New Terminal	Tidelands	Grants	TOTAL
<b>Maintenance - Facilities</b>										
52708 · Repairs & Maint, Facilities - T	3,506	31,556	150,000	1,815,500	304,000	5,373		22,341		2,332,276
52709 · Repairs & Maint, Facilities - G/NT	3,699	58,500	10,000	566,000	15,000	1,500				654,699
52719 · Repairs & Maint, Facilities - N		72,226	5,000	1,500	21,029	9,278				109,033
Maintenance - Facilities - Other	-	25,000								25,000
<b>Total Maintenance - Facilities</b>	<b>7,206</b>	<b>187,282</b>	<b>165,000</b>	<b>2,383,000</b>	<b>340,029</b>	<b>16,151</b>	<b>-</b>	<b>22,341</b>	<b>-</b>	<b>3,121,008</b>
<b>Maintenance - IT</b>										
57008 · Maintenance, IT Equip - T		4,738			817					5,555
57009 · Maintenance, IT Equip - NT		782								782
Maintenance - IT - Other	-									-
<b>Total Maintenance - IT</b>	<b>-</b>	<b>5,520</b>	<b>-</b>	<b>-</b>	<b>817</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>6,337</b>
<b>Maintenance Supplies</b>										
52008 · Maintenance Supplies - T		245	113							358
52010 · Maintenance Supplies - NT		16,391	-		3,374	90				19,855
Maintenance Supplies - Other										-
<b>Total Maintenance Supplies</b>	<b>-</b>	<b>16,636</b>	<b>113</b>	<b>-</b>	<b>3,374</b>	<b>90</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>20,213</b>
<b>Office Supplies</b>										
51900 · Office Supplies - NT - Other	14,801	250								15,051
51908 · Office Supplies - T	7,649									7,649
52100 · Outside Services - NT										-
55408 · Other Expenses - T										-
Office Supplies - Other										-
<b>Total Office Supplies</b>	<b>22,450</b>	<b>250</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>22,700</b>
<b>Other Expenses</b>										
53709 · Cash Over/Short - NT										-
54109 · Sea Scouts Expense - NT										-
55418 · Other Expenses - T	2,500									2,500
55419 · Other Expenses - NT										-
56519 · Lighthouse Expense - NT										-
Other Expenses - Other										-
<b>Total Other Expenses</b>	<b>2,500</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>2,500</b>
<b>Other Professional/Outside Serv</b>										
52109 · Outside Services, Other - NT		1,500	1,064		3,738					6,303
52110 · OUTSIDE SERVICES M/A					2,525					2,525
52118 · Outside Services, Other - T			622					1,296		1,918
Other Professional/Outside Serv - Other										-
<b>Total Other Professional/Outside Serv</b>	<b>-</b>	<b>1,500</b>	<b>1,686</b>	<b>-</b>	<b>6,263</b>	<b>-</b>	<b>-</b>	<b>1,296</b>	<b>-</b>	<b>10,745</b>
<b>Permits</b>										
51610 · Permits - NT					206					206
51618 · Permits - T		600	2,182		14,130					16,912
Permits - Other										-
<b>Total Permits</b>	<b>-</b>	<b>600</b>	<b>2,182</b>	<b>-</b>	<b>14,336</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>17,118</b>
<b>Personnel Expenses</b>										

Final Budget FY 2024-2025	General Fund	Woodley Island	Fields Landing	Shelter Cove	RMT2	Redwood Dock	New Terminal	Tidelands	Grants	TOTAL
<b>Commissioners Fees</b>										
50200 · Commissioner's Salaries - NT	27,000									27,000
50208 · Commissioner's Salaries - T	9,000									9,000
Commissioners Fees - Other										-
<b>Total Commissioners Fees</b>	<b>36,000</b>	-	-	-	-	-	-	-	-	<b>36,000</b>
<b>Contract Temporary Services</b>										
50310 · Contract Temporary Services - N										-
50318 · Contract Temporary Services - T										-
Contract Temporary Services - Other										-
<b>Total Contract Temporary Services</b>	<b>-</b>	-	-	-	-	-	-	-	-	<b>-</b>
<b>Payroll Burden</b>										
50500 · Payroll Benefits, Other - NT	378,291									378,291
50508 · Payroll Benefits, Other - T	142,882									142,882
6560 · Workers' Comp	127,694									127,694
Payroll Burden - Other										-
<b>Total Payroll Burden</b>	<b>648,868</b>	-	-	-	-	-	-	-	-	<b>648,868</b>
<b>Salaries/Wages</b>										
50100 · Salaries & Wages - NT - Other	733,696									733,696
50108 · Salaries & Wages - T	299,679									299,679
50118 · Sal. & Wages, Part-time - T										-
50119 · Sal. & Wages, Part-time - NT										-
Salaries/Wages - Other										-
<b>Total Salaries/Wages</b>	<b>1,033,375</b>	-	-	-	-	-	-	-	-	<b>1,033,375</b>
Personnel Expenses - Other										-
<b>Total Personnel Expenses</b>	<b>1,718,243</b>	-	-	-	-	-	-	-	-	<b>1,718,243</b>
<b>Planning Services</b>										
52200 · Planning Fees - NT	11,700					3,759	31,306			46,765
52208 · Planning Fees - T - Other	1,300							1,935		3,235
Planning Services - Other										-
<b>Total Planning Services</b>	<b>13,000</b>	-	-	-	-	<b>3,759</b>	<b>31,306</b>	<b>1,935</b>	-	<b>50,000</b>
<b>Rent Expense</b>										
52600 · Rent Expense - NT			1,000	500						1,500
54308 · Redwood Terminal 2 Lease Expens					13,125					13,125
54409 · Lease Expense - RT2										-
Rent Expense - Other										-
<b>Total Rent Expense</b>	<b>-</b>	-	<b>1,000</b>	<b>500</b>	<b>13,125</b>	-	-	-	-	<b>14,625</b>
<b>Small Tools</b>										
52800 · Small Tools - NT		1,500			280					1,780
52808 · Small Tools - T		200								200
Small Tools - Other										-
<b>Total Small Tools</b>	<b>-</b>	<b>1,700</b>	-	-	<b>280</b>	-	-	-	-	<b>1,980</b>
<b>Utilities</b>										
52909 · Utilities - NT	8,000	14,072			189,040	3,764				214,877

**Final Budget FY 2024-2025**

	General Fund	Woodley Island	Fields Landing	Shelter Cove	RMT2	Redwood Dock	New Terminal	Tidelands	Grants	TOTAL
52918 · Utilities - T		65,883								65,883
53000 · Water, Sewer, & Refuse - NT	500	107,808	5,771	10,466	25,779					150,325
53008 · Water, Sewer, & Refuse - T		87,785	2,194	250		366		306		90,901
Utilities - Other										-
<b>Total Utilities</b>	<b>8,500</b>	<b>275,548</b>	<b>7,966</b>	<b>10,716</b>	<b>214,819</b>	<b>4,130</b>	<b>-</b>	<b>306</b>		<b>521,985</b>
55700 · Float Replacement Expense - MT										-
57018 · Bank Service Charges	4,000									4,000
66900 · Reconciliation Discrepancies										-
<b>Total Expense</b>	<b>2,243,683</b>	<b>2,644,513</b>	<b>289,061</b>	<b>2,451,011</b>	<b>700,400</b>	<b>25,695</b>	<b>98,899</b>	<b>82,419</b>		<b>16,023,202.96</b>
<b>Net Ordinary Income</b>	<b>(973,781)</b>	<b>(1,311,230)</b>	<b>(212,882)</b>	<b>(99,011)</b>	<b>103,374</b>	<b>23,396</b>	<b>7,626,101</b>	<b>448,288</b>	<b>1,251,859</b>	<b>(631,407)</b>
<b>Net Income</b>							Loan Balance toward Dredging			937,825