

AGENDA
SPECIAL MEETING OF THE BOARD OF COMMISSIONERS
HUMBOLDT BAY HARBOR, RECREATION AND CONSERVATION DISTRICT

DATE: June 13, 2019
TIME: Special Session – 12:00 PM
PLACE: Woodley Island Marina Meeting Room

The Meeting Room is wheelchair accessible. Accommodations and access to Harbor District meetings for people with other handicaps must be requested of the Director of Administrative Services at 443-0801 at least 24 hours in advance of the meeting.

1. **Call to Order Special Session at 12:00 P.M. and Roll Call**
2. **Pledge of Allegiance**
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 Commissioners. 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 of Commissioners or the Presiding Member of the Board of Commissioners at the regular meeting of the District. The three (3) minute time limit for each speaker may be enforced by the President of the Board of Commissioners or the Presiding Member of the Board of Commissioners at the regular meeting of the District.

4. **Consent Calendar - None**
5. **Communications and Reports**
 - a) Executive Director's Report
 - b) Staff Reports
 - c) District Counsel and District Treasurer Reports
 - d) Commissioner and Committee Reports
 - e) Others

6. **Unfinished Business**

- a) **FY 2019-20 District Budget Preparation – draft goals revenues and expenditures by programmatic activity**

Recommendation: Staff recommends that the Board: 1) Receive a report of the draft goals, income and expenditures for Woodley Island Marina, Fields Landing Boat Yard and Dredging. 2) Adopt the FY 2019-20 preliminary budget.

Summary: The Budget is prepared annually under direction of the Executive Director. In accordance with CA Harbors and Navigation Code Section 6093, on or before June 15, the District Board shall estimate and determine the amount of money required by the Harbor District and shall adopt a preliminary budget. Per Section 6093.3, the final budget shall be reported to the Board of Supervisors not later than August 1st.

Agenda for June 13, 2019 Special Board Meeting

b) Woodley Island Marina and Fields Landing Travel Lift Dock Dredging: Consideration of Equipment Purchase and Releasing a Request for Proposals

Recommendation: Staff recommended that the Board: Approve purchase of dredge material dewatering equipment for a cost not to exceed \$175,000 plus 15% for contingency. And approve circulation of a request for proposals (RFP) for Woodley Island Marina and Fields Landing Travel Lift Dock dredging.

Summary: Woodley Island Marina and the Fields Landing Travel Lift Dock require m maintenance dredging. District staff seeks approval from the District Commission to purchase dredging equipment and release a request for proposals for dredging services.

7. New Business - None

8. Administrative and Emergency Permits – None

9. Adjournment

COMMISSIONERS

- 1st Division
Larry Doss
- 2nd Division
Greg Dale
- 3rd Division
Stephen Kullmann
- 4th Division
Richard Marks
- 5th Division
Patrick Higgins

Humboldt Bay
Harbor, Recreation and Conservation District
 (707) 443-0801
 P.O. Box 1030
 Eureka, California 95502-1030



STAFF REPORT - HARBOR DISTRICT MEETING

June 13, 2019

TO: Honorable Board President and Harbor District Board Members

FROM: Larry Oetker, Executive Director

DATE: June 7, 2019

TITLE: **FY 2019-20 District Budget Preparation – draft goals revenues and expenditures by programmatic activity**

RECOMMENDATION: It is recommended that the Board:

1. Receive a report of the draft goals, income and expenditures for Woodley Island Marina, Fields Landing Boat Yard, and Dredging.
2. Adopt the FY 2019-20 “preliminary budget”

INTRODUCTION: The Budget is prepared annually under direction of the Executive Director. In accordance with CA Harbors and Navigation Code Section 6093, on or before June 15, the District Board shall estimate and determine the amount of money required by the Harbor District and shall adopt a “preliminary budget”. Per Section 6093.3, the final budget shall be reported to the Board of Supervisors not later than August 1st.

DISCUSSION: The ‘preliminary budget’ is essentially the first draft. Staff has reviewed the income and expenditures from the previous year and will present an overview at the Board meeting. Attached are draft goals for Woodley Island Marina and Fields Landing Boat Yard. If the Board has any follow-up questions regarding RMT I, RMT II, and Shelter Cove, staff will be prepared to address those as well.

The Board established the following schedule to review and adopt the 2019-20 Budget.

Date	Meeting Type	Purpose
May 23 rd	Regular	Review Preliminary Budget with Preliminary Goals, Income, and Expenditures: 1. Redwood Marine Terminal I 2. Redwood Marine Terminal II 3. Shelter Cove
June 13 th	Special	Preliminary Goals, Income, and Expenditures: 1. Woodley Island Marina 2. Fields Landing Boat Yard 3. Dredging
June 27 th	Regular	Preliminary Goals, Income, and Expenditures: 1. Port Operations 2. Conservation and Recreation Programs 3. Administrative Services 4. General Operating and Staffing 5. Follow up discussion from previous budget meeting topics
July 11 th	Special	Budget Review (If Necessary)
July 25 th	Regular	Final Budget Review, Adoption and Transmission to Board of Supervisors

Exhibits:

- A) Budget Preliminary Income
- B) Budget Preliminary Expenses
- C) Budget Preliminary Woodley Island Marina
- D) Budget Preliminary Fields Landing Boat Yard
- E) Budget Preliminary Goals

EXHIBIT A

**Humboldt Bay Harbor, Recreation, and Conservation District
INCOME FY 2019 - 20 BUDGET**

Account	Sub Account	General Fund	Tidelands	Woodley Island	RMT II	RMT I	Fields Landing	Shelter Cove	Grants	TOTAL
										2018-19
R1	Dredging									-
R1a	Dredging Surcharge			100,000			15,000			115,000
R1b	Dredging Set Aside			617,567						617,567
R1c	Dredging Other			215,000						215,000
R2	Float Replacement			65,000						65,000
R3	Harbor Surcharge			90,000						90,000
R4	Utility Surcharge			65,000	60,000		1,300			126,300
R5	Grants									-
R5a	Conservation								269,000	269,000
R5a	Recreation								204,568	204,568
R5c	Harbor								187,113	187,113
R5d	Facilities								272,000	272,000
R6	Tax Revenue									-
R6a	Property Tax	1,096,500								1,096,500
R6b	Other									-
R8	Other Income									-
R8a	Other Revenue			5,800						5,800
R8b	Late Fees/Interest	7,000	160,750	5,000			1,500			174,250
R9	Interest Income				6,200					6,200
R10	Rents									-
R10a	Slip Rents	7,000		640,000						647,000
R10b	Transient Rents			65,000						65,000
R10c	Upland Rent			169,500	1,285,000	80,375	147,500			1,682,375
R10d	Tideland Rent		300,000							300,000
R10e	Equipment			1,500						1,500
R10f	Storage			8,000						8,000
R10g	Work Yard			8,500						8,500
R11	Fees									-
R11a	Services Office			2,200						2,200
R11b	Late Fees/Interest	2,900		10,500	1,000	60	1,200			15,660
R11c	Miscellaneous									-
R11d	Fork Lift									-
R11e	Boat Launch			13,000			100			13,100
R11f	Travel Lift			500			900			1,400
R11g	Haul Out			13,500			30,000			43,500
R11h	Moorage									-
R11i	Poundage			8,500		10,853				19,353
R11j	Port	9,700		12,500						22,200
R12	Sales									-
R12a	Laundry			10,200						10,200
R12b	Retail			1,800						1,800
R13	Donations									-
R13a	Light House			60						60
R13b	Sea Scouts			10						10
TOTAL REVENUE		1,123,100	460,750	2,128,637	1,352,200	91,288	197,500	-	932,681	6,286,156
TOTAL EXPENSE		1,152,243	419,020	1,776,231	1,122,730	204,619	237,134	163,148	932,681	6,007,806
NET INCOME		(29,143)	41,730	352,406	229,470	(113,331)	(39,634)	(163,148)	-	278,350

EXHIBIT B

Humboldt Bay Harbor, Recreation, and Conservation District
EXPENSES FY 2019-20 BUDGET

Account	Sub Account	General Fund	Tidelands	Woodley Island	RMT II	RMT I	Fields Landing	Shelter Cove	Grants	TOTAL 2019-20
Personnel										
E1	Salaries/Wages	382,607		211,321	201,952	47,462	43,027			886,369
E1a	Salaries/Wages PT	-		-	44,346	-	-			44,346
E2	Commissioners Fees	24,000		-	-	-	-			24,000
E3	Payroll Burden	338,586		140,510	128,733	34,357	30,917			673,104
E3a	Payroll Burden PT	-		-	4,999	-	-			4,999
Materials and Services										
E5	Advertising & Promotion	1,300		1,000						2,300
E6	Communications	9,750		3,600			1,500			14,850
E7	Conference & Meetings	26,000		6,000	2,500		700			35,200
E8	Dues,Subscript.,License	50,000	120		11,000					61,120
E9	Elections & Government Fees	16,500			125,000	7,100	350			148,950
E10	Insurance	6,000	7,700	18,000	11,500		5,540	5,148		53,888
E11	Supplies Office	27,000	400	4,000						31,400
E12	Supplies Maintenance	750		14,000	25,000	1,000	5,500			46,250
E13	Permits		3,500		20,000		3,500			27,000
E14	Utilities	5,000		246,500	87,500	6,200	37,600	9,500		392,300
E15	Fuel	15,750		3,800	350		2,500			22,400
E16	Accounting	41,000		8,300						49,300
E17	Legal	38,000								38,000
E18	Planning	100,000						3,500		103,500
E19	Engineering	8,500	3,500	12,000	50,000		26,000			100,000
E20	Other Professional/Outside Services		100,000	8,000	50,000		7,300	25,000		190,300
E20a	Information Technology									-
E20b	HSU Ports									-
E21	Small Tools - Protective Clothing			2,000	1,500		100			3,600
E22	Maintenance Facilities		30,000	45,600	40,900	25,000	9,000	7,500		158,000
E23	Maintenance Equipment			11,500	14,900	3,500	5,100	112,500		147,500
E24	Maintenance IT	5,000		1,500	5,000					11,500
E25	Dredging						50,000			50,000
E26	Capital Outlay			997,500	60,000	80,000	8,500			1,146,000
E26a	Building & Facilities									-
E26b	Equipment									-
E26c	Automotive									-
E26d	Vessels									-
E27	Rent/ Lease Payments		194,000		168,000					362,000
E28	Interest/Debt Payments	49,000	79,800	40,600	69,550					238,950
E29	Other Expenses	7,500		500						8,000
E30	Grant Expenses									-
E30a	Conservation Grant								269,000	269,000
E30b	Recreation Grant								204,568	204,568
E30c	Harbor Grant								187,113	187,113
E30d	Facilities Grant								272,000	272,000
TOTAL EXPENSE		1,152,243	419,020	1,776,231	1,122,730	204,619	237,134	163,148	932,681	6,007,806
Debt										
D1	Bonds 2014									-
D2	Tri County Electric Meter									-
D3	Coast Seafood									-
D4	I Bank Dredge Loan									-
D5	Tractor									-
D6	BVVA Loan NMTC									-
TOTAL EXPENSE		-	-	-	-	-	-	-	-	-
Dedicated Accounts Deposit										
Dredge Surcharge										-
Float Replacement										-
General Fund Reserve										-
TOTAL EXPENSE		-	-	-	-	-	-	-	-	-
GRAND TOTAL EXPENSE		1,152,243	419,020	1,776,231	1,122,730	204,619	237,134	163,148	932,681	6,007,806
TOTAL REVENUE		1,123,100	460,750	2,128,637	1,352,200	91,288	197,500	-	932,681	6,286,156
NET INCOME		(29,143)	41,730	352,406	229,470	(113,331)	(39,634)	(163,148)	-	278,350

Bonds 2014
Coast Seafood

100,000

145,000

Humboldt Bay Harbor, Recreation & Conservation District
Profit & Loss - Marina
July 2018 through April 2019

Woodley Island Marina

TOTAL

	Jul 18	Aug 18	Sep 18	Oct 18	Nov 18	Dec 18	Jan 19	Feb 19	Mar 19	Apr 19	Jul '18 - Apr 19	Average 10 month	Projected 12 Month	2019-20 Budgeted DRAFT
Ordinary Income/Expense														
Income														
Dredging Revenue														
41318 · Dredging Surcharge - T	9,602.20	8,522.14	7,396.70	8,202.11	8,014.82	8,684.96	8,276.37	6,956.44	8,000.00	8,000.00	81,655.74	8,165.57	97,986.89	717,567.00
Total Dredging Revenue	9,602.20	8,522.14	7,396.70	8,202.11	8,014.82	8,684.96	8,276.37	6,956.44	8,000.00	8,000.00	81,655.74	8,165.57	97,986.89	717,567.00
Float Replacement Account														
41418 · Float Replacement	6,370.81	5,718.69	4,959.43	5,533.73	5,378.40	5,827.30	5,559.04	4,668.13	5,500.00	5,500.00	55,015.53	5,501.55	66,018.64	65,000.00
Total Float Replacement Account	6,370.81	5,718.69	4,959.43	5,533.73	5,378.40	5,827.30	5,559.04	4,668.13	5,500.00	5,500.00	55,015.53	5,501.55	66,018.64	65,000.00
Harbor Surcharge														
40908 · Harbor Improvement Surcharge-T	1,211.47	10,161.23	0.00	28,336.39	0.00	0.00	0.00	0.00	40,000.00	0.00	79,709.09	7,970.91	95,650.91	90,000.00
Total Harbor Surcharge	1,211.47	10,161.23	0.00	28,336.39	0.00	0.00	0.00	0.00	40,000.00	0.00	79,709.09	7,970.91	95,650.91	90,000.00
Utility Surcharge														
40409 · Utility Surcharge - NT	0.00	0.00	0.00	0.00	0.00	0.00	0.00	645.60	545.43	576.26	1,767.29	176.73	2,120.75	2,100.00
40418 · Utility Surcharge, Marina Dock	5,064.51	0.00	4,426.86	3,872.16	5,616.50	6,178.06	7,197.82	5,611.86	8,018.79	5,882.00	51,868.56	5,186.86	62,242.27	62,900.00
Total Utility Surcharge	5,064.51	0.00	4,426.86	3,872.16	5,616.50	6,178.06	7,197.82	6,257.46	8,564.22	6,458.26	53,635.85	5,363.59	64,363.02	65,000.00
Other Revenue														
45909 · Other Revenue - NT	0.00	0.00	0.00	160.00	0.00	0.00	0.00	309.05	293.53	0.00	762.58	76.26	915.10	5,800.00
45908 · Other Revenue - T	100.00	0.00	-35.00	1,758.11	0.00	67.00	0.00	827.66	707.01	712.56	4,137.34	413.73	4,964.81	215,000.00
Total Other Revenue	100.00	0.00	-35.00	1,918.11	0.00	67.00	0.00	1,136.71	1,000.54	712.56	4,899.92	489.99	5,879.90	220,800.00
Interest Revenue														
43318 · Interest On Del Accts - T	0.00	0.00	0.00	0.00	519.26	2,985.91	0.00	656.27	0.00	0.00	4,161.44	416.14	4,993.73	5,000.00
Total Interest Revenue	0.00	0.00	0.00	0.00	519.26	2,985.91	0.00	656.27	0.00	0.00	4,161.44	416.14	4,993.73	5,000.00
Rent Income														
41108 · Rents, Tidelands Leases - T	0.00	0.00	0.00	0.00	0.00	0.00	529.62	5,685.10	8,544.54	8,349.28	23,108.54	2,310.85	27,730.25	
40318.1 · Transient Rentals - T	9,334.45	8,109.82	6,289.35	6,704.85	6,415.01	5,868.09	10,102.65	137.86	857.66	629.52	54,449.26	5,444.93	65,339.11	65,000.00
40519 · Equipment Rent - NT	0.00	0.00	0.00	0.00	90.00	0.00	320.00	90.00	230.00	490.00	1,220.00	122.00	1,464.00	1,500.00
40809 · Yard Rent - NT	0.00	0.00	0.00	0.00	0.00	324.00	0.00	107.00	50.00	839.82	1,320.82	132.08	1,584.98	8,500.00
41309 · Storage - NT	4,267.37	3,432.04	3,226.55	4,055.53	3,688.38	0.00	-324.00	4,075.87	5,170.80	824.25	28,416.79	2,841.68	34,100.15	8,000.00
41409 · Upland Rent - NT	0.00	0.00	0.00	0.00	0.00	0.00	0.00	11,481.87	10,045.26	4,997.40	26,524.53	2,652.45	31,829.44	169,500.00
40218 · Slip Rents - T	43,008.99	39,761.82	47,014.62	38,662.01	37,949.55	41,102.38	35,813.40	73,815.51	60,238.93	44,466.30	461,833.51	46,183.35	554,200.21	640,000.00
Total Rent Income	56,610.81	51,303.68	56,530.52	49,422.39	48,142.94	47,294.47	46,441.67	95,393.21	85,137.19	60,596.57	596,873.45	59,687.35	716,248.14	892,500.00
Fees														
40108 · PERMITS-T	0.00	95.41	300.00	100.00	100.00	0.00	0.00	0.00	100.00	0.00	695.41	69.54	834.49	850.00
41818 · Late Charges/Interest - T	0.00	760.00	0.00	940.00	1,045.00	1,270.00	1,245.00	315.21	1,425.00	1,685.00	8,685.21	868.52	10,422.25	10,500.00
45608 · Chevron - Ports O&M - T	0.00	0.00	0.00	10,429.41	0.00	0.00	0.00	0.00	0.00	0.00	10,429.41	1,042.94	12,515.29	12,500.00
41819 · Late Charges/Interest - NT	0.00	0.00	0.00	0.00	0.00	0.00	0.00	25.00	0.00	0.00	25.00	2.50	30.00	50.00
40808 · Pilotage Services - T	1,084.25	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	1,084.25	108.43	1,301.10	1,300.00
40618 · Boat Launch Fees - T	0.00	0.00	0.00	0.00	0.00	0.00	0.00	3,255.00	2,065.00	5,530.00	10,850.00	1,085.00	13,020.00	13,000.00
40509 · Travel Lift Fees - T	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	435.00	0.00	435.00	43.50	522.00	500.00
40609 · Haul Out Fees - T	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	2,995.20	8,220.60	11,215.80	1,121.58	13,458.96	13,500.00
41308.1 · Poundage - T	0.00	0.00	0.00	0.00	0.00	0.00	0.00	7,016.16	0.00	0.00	7,016.16	701.62	8,419.39	8,500.00
Fork Lift	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Services Office	0.00	0.00	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 Fees	1,084.25	855.41	300.00	11,469.41	1,145.00	1,270.00	1,245.00	10,611.37	7,020.20	15,435.60	50,436.24	5,043.62	60,523.49	60,700.00
Sales														
40109 · Sales, Retail - NT	15.00	0.00	0.00	0.00	0.00	250.00	250.00	450.00	100.00	1,250.00	2,315.00	231.50	2,778.00	1,800.00
40119 · Concession Sales - NT	29.71	0.00	0.00	0.00	460.59	0.00	0.00	1,027.00	669.39	6,308.73	8,495.42	849.54	10,194.50	10,200.00
Total Sales	44.71	0.00	0.00	0.00	460.59	250.00	250.00	1,477.00	769.39	7,558.73	10,810.42	1,081.04	12,972.50	12,000.00

Humboldt Bay Harbor, Recreation & Conservation District
Profit & Loss - Marina
July 2018 through April 2019

Woodley Island Marina

TOTAL

	Jul 18	Aug 18	Sep 18	Oct 18	Nov 18	Dec 18	Jan 19	Feb 19	Mar 19	Apr 19	Jul '18 - Apr 19	Average 10 month	Projected 12 Month	2019-20 Budgeted DRAFT
Donations														
45709 · Donations - Sea Scouts	0.00	0.00	0.00	0.00	50.00	0.00	0.00	0.00	0.00	0.00	50.00	5.00	60.00	60.00
46519 · Donations - Lighthouse	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	1.00	1.00	0.10	1.20	10.00
Total Donations	0.00	0.00	0.00	0.00	50.00	0.00	0.00	0.00	0.00	1.00	51.00	5.10	61.20	70.00
Total Income	80,088.76	76,561.15	73,578.51	108,754.30	69,327.51	72,557.70	68,969.90	127,156.59	155,991.54	104,262.72	937,248.68	93,724.87	1,124,698.42	2,128,637.00
Expense														
Personnel Expenses														
Salaries/Wages														
50100 · Salaries & Wages - NT	13,974.07	19,897.06	20,268.46	17,891.76	28,408.34	19,618.12	20,111.82	20,597.68	71,805.47	14,087.83	246,660.61	24,666.06	295,992.73	211,321.00
50108 · Salaries & Wages - T	0.00	0.00	0.00	0.00	443.52	135.52	246.40	0.00	344.96	98.56	1,268.96	126.90	1,522.75	
Total Salaries/Wages	13,974.07	19,897.06	20,268.46	17,891.76	28,851.86	19,753.64	20,358.22	20,597.68	72,150.43	14,186.39	247,929.57	24,792.96	297,515.48	211,321.00
Payroll Burden														
6560 · Workers' Comp	2,678.13	1,449.31	1,660.02	1,465.53	2,335.10	1,623.74	1,669.84	1,690.74	5,185.21	1,164.56	20,922.18	2,092.22	25,106.62	140,510.00
50500 · Payroll Benefits, Other - NT	7,306.15	2,452.41	2,078.35	3,019.38	2,911.54	2,003.06	2,586.05	2,281.15	2,924.79	1,440.50	29,003.38	2,900.34	34,804.06	
50508 · Payroll Benefits, Other - T	3,000.00	8,232.45	7,174.63	7,299.09	10,147.01	7,227.84	7,221.99	7,217.17	7,220.94	7,220.94	71,962.06	7,196.21	86,354.47	
50510 · PAYROLL BENEFITS M/A	1,251.31	1,142.56	1,142.56	0.00	1,142.56	1,144.05	1,142.56	1,142.56	1,142.56	1,142.56	10,393.28	1,039.33	12,471.94	
Total Payroll Burden	14,235.59	13,276.73	12,055.56	11,784.00	16,536.21	11,998.69	12,620.44	12,331.62	16,473.50	10,968.56	132,280.90	13,228.09	158,737.08	140,510.00
Commissioners Fees														
50210 · COMMISSIONERS SALARIES M/A	630.00	630.00	630.00	630.00	630.00	630.00	630.00	0.00	0.00	0.00	4,410.00	441.00	5,292.00	
Total Commissioners Fees	630.00	630.00	630.00	630.00	630.00	630.00	630.00	0.00	0.00	0.00	4,410.00	441.00	5,292.00	0.00
Total Personnel Expenses	28,839.66	33,803.79	32,954.02	30,305.76	46,018.07	32,382.33	33,608.66	32,929.30	88,623.93	25,154.95	384,620.47	38,462.05	461,544.56	351,831.00
Advertising & Promotion														
51008 · Advertising & Promotion - T	0.00	0.00	0.00	0.00	0.00	578.44	0.00	100.00	0.00	0.00	678.44	67.84	814.13	1,000.00
Total Advertising & Promotion	0.00	0.00	0.00	0.00	0.00	578.44	0.00	100.00	0.00	0.00	678.44	67.84	814.13	1,000.00
Communications														
51408 · Communications - T	315.81	299.85	311.50	300.81	309.61	312.67	270.31	257.51	310.00	310.00	2,998.07	299.81	3,597.68	3,600.00
Total Communications	315.81	299.85	311.50	300.81	309.61	312.67	270.31	257.51	310.00	310.00	2,998.07	299.81	3,597.68	3,600.00
Conference & Meetings														
51500 · Conferences & Meetings - NT	0.00	0.00	0.00	0.00	150.00	0.00	0.00	545.00	0.00	0.00	695.00	69.50	834.00	1,000.00
51508 · Conferences & Meetings - T	0.00	0.00	0.00	0.00	618.80	0.00	0.00	0.00	0.00	0.00	618.80	61.88	742.56	5,000.00
Total Conference & Meetings	0.00	0.00	0.00	0.00	768.80	0.00	0.00	545.00	0.00	0.00	1,313.80	131.38	1,576.56	6,000.00
Dues, Subscriptions & Licences														
51600 · Dues & Subscriptions - NT	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
51608 · Dues & Subscriptions - T	0.00	0.00	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 Dues & Subscriptions	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Elections & Government Fees														
51700 · Elections & Prop Tax Assess-NT	0.00	0.00	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 Elections & Government Fees	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Insurance														
51800 · Insurance - NT	2,436.72	2,436.72	2,436.72	2,436.72	2,436.72	0.00	0.00	0.00	0.00	0.00	12,183.60	1,218.36	14,620.32	15,000.00
51810 · INSURANCE M/A	0.00	0.00	0.00	0.00	0.00	2,436.72	0.00	0.00	0.00	0.00	2,436.72	243.67	2,924.06	3,000.00
Total Insurance	2,436.72	2,436.72	2,436.72	2,436.72	2,436.72	2,436.72	0.00	0.00	0.00	0.00	14,620.32	1,462.03	17,544.38	18,000.00
Office Supplies														
51900 · Office Supplies - NT	1,013.50	230.00	15.00	162.50	161.00	140.50	0.00	0.00	131.90	-1.40	1,853.00	185.30	2,223.60	2,250.00
51908 · Office Supplies - T	0.00	0.00	80.00	0.00	-15.00	0.00	145.00	124.50	37.00	135.00	506.50	50.65	607.80	1,000.00

Humboldt Bay Harbor, Recreation & Conservation District
Profit & Loss - Marina
July 2018 through April 2019

Woodley Island Marina

TOTAL

	Jul 18	Aug 18	Sep 18	Oct 18	Nov 18	Dec 18	Jan 19	Feb 19	Mar 19	Apr 19	Jul '18 - Apr 19	Average 10 month	Projected 12 Month	2019-20 Budgeted DRAFT
51910 · OFFICE EXPENSE M/A	265.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	265.00	26.50	318.00	750.00
Total Office Supplies	1,278.50	230.00	95.00	162.50	146.00	140.50	145.00	124.50	168.90	133.60	2,624.50	262.45	3,149.40	4,000.00
Maintenance Supplies														
52010 · Maintenance Supplies - NT	709.77	1,028.13	1,880.54	531.59	1,055.95	1,170.52	851.93	224.49	1,617.47	204.85	9,275.24	927.52	11,130.29	11,500.00
52008 · Maintenance Supplies - T	0.00	0.00	160.65	0.00	0.00	173.78	154.47	177.30	75.71	696.03	1,437.94	143.79	1,725.53	2,000.00
Maintenance Supplies - Other	0.00	116.05	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	116.05	11.61	139.26	500.00
Total Maintenance Supplies	709.77	1,144.18	2,041.19	531.59	1,055.95	1,344.30	1,006.40	401.79	1,693.18	900.88	10,829.23	1,082.92	12,995.08	14,000.00
Utilities														
52909 · Utilities - NT	1,236.08	1,300.45	1,172.27	1,590.88	952.15	821.87	842.50	-4,738.36	940.16	919.75	5,037.75	503.78	6,045.30	6,100.00
52918 · Utilities - T	4,056.02	3,670.86	3,550.80	4,291.27	3,911.53	3,302.59	3,595.23	5,326.37	8,747.29	4,753.15	45,205.11	4,520.51	54,246.13	54,550.00
53000 · Water, Sewer, & Refuse - NT	14,418.52	16,037.29	17,432.04	15,226.41	2,541.42	1,564.87	18,134.18	13,080.25	14,267.66	11,553.00	124,255.64	12,425.56	149,106.77	149,100.00
53008 · Water, Sewer, & Refuse - T	1,759.64	0.00	0.00	0.00	14,315.06	14,467.16	0.00	0.00	0.00	0.00	30,541.86	3,054.19	36,650.23	36,750.00
Total Utilities	21,470.26	21,008.60	22,155.11	21,108.56	21,720.16	20,156.49	22,571.91	13,668.26	23,955.11	17,225.90	205,040.36	20,504.04	246,048.43	246,500.00
Fuel														
51208 · Vessel Fuel	0.00	0.00	0.00	0.00	0.00	366.23	0.00	0.00	1,086.91	0.00	1,453.14	145.31	1,743.77	2,500.00
51218 · Automotive, Fuel - T	0.00	0.00	0.00	1,031.25	0.00	0.00	0.00	0.00	0.00	0.00	1,031.25	103.13	1,237.50	1,300.00
51200 · Automotive, Fuel- NT	-21.81	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	-21.81	-2.18	-26.17	
Total Fuel	-21.81	0.00	0.00	1,031.25	0.00	366.23	0.00	0.00	1,086.91	0.00	2,462.58	246.26	2,955.10	3,800.00
Accounting/Auditing Services														
52500 · Accounting Fees - T	0.00	0.00	0.00	0.00	0.00	0.00	968.50	952.25	973.25	1,023.75	3,917.75	391.78	4,701.30	4,800.00
52508 · Accounting Fees - NT	0.00	0.00	0.00	0.00	2,626.50	213.75	0.00	0.00	0.00	0.00	2,840.25	284.03	3,408.30	3,500.00
Total Accounting/Auditing Services	0.00	0.00	0.00	0.00	2,626.50	213.75	968.50	952.25	973.25	1,023.75	6,758.00	675.80	8,109.60	8,300.00
Legal Services														
52300 · Legal Fees - NT	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
52308 · Legal Fees - T	0.00	0.00	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 Legal Services	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Engineering Services														
52408 · Engineering Fees - T	0.00	0.00	10,068.71	0.00	0.00	0.00	0.00	0.00	0.00	0.00	10,068.71	1,006.87	12,082.45	12,000.00
Total Engineering Services	0.00	0.00	10,068.71	0.00	0.00	0.00	0.00	0.00	0.00	0.00	10,068.71	1,006.87	12,082.45	12,000.00
Other Professional/Outside Serv														
52110 · OUTSIDE SERVICES M/A	0.00	20.62	161.02	146.02	146.02	367.04	161.02	161.02	246.02	0.00	1,408.78	140.88	1,690.54	2,000.00
52109 · Outside Services, Other - NT	0.00	0.00	3,000.00	0.00	0.00	0.00	165.00	0.00	170.89	0.00	3,335.89	333.59	4,003.07	4,000.00
52118 · Outside Services, Other - T	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	1,440.78	1,440.78	144.08	1,728.94	2,000.00
Total Other Professional/Outside Serv	0.00	20.62	3,161.02	146.02	146.02	367.04	326.02	161.02	416.91	1,440.78	6,185.45	618.55	7,422.54	8,000.00
Small Tools														
52800 · Small Tools - NT	0.00	14.09	278.98	18.43	0.00	0.00	0.00	0.00	0.00	0.00	311.50	31.15	373.80	400.00
52808 · Small Tools - T	0.00	0.00	0.00	0.00	0.00	189.86	0.00	0.00	1,204.60	0.00	1,394.46	139.45	1,673.35	1,600.00
Total Small Tools	0.00	14.09	278.98	18.43	0.00	189.86	0.00	0.00	1,204.60	0.00	1,705.96	170.60	2,047.15	2,000.00
Maintenance - Facilities														
52708 · Repairs & Maint, Facilities - T	0.00	173.93	433.01	567.28	2.70	7,026.69	135.65	168.49	92.25	408.70	9,008.70	900.87	10,810.44	45,600.00
52709 · REPAIRS & MAINTENANCE G/NT	0.00	0.00	4,239.42	3,180.19	1,697.71	0.00	201.91	119.33	0.00	189.42	9,627.98	962.80	11,553.58	
52719 · Repairs & Maint, Facilities - N	1,693.77	1,363.70	1,625.59	933.92	587.06	0.00	667.99	232.30	971.30	964.27	9,039.90	903.99	10,847.88	
Total Maintenance - Facilities	1,693.77	1,537.63	6,298.02	4,681.39	2,287.47	7,026.69	1,005.55	520.12	1,063.55	1,562.39	27,676.58	2,767.66	33,211.90	45,600.00
Maintenance - Equipment														
52718 · Repairs & Maint, Equip - T	0.00	0.00	0.00	0.00	37.22	1,344.79	1,880.02	99.46	2,024.73	1,515.92	6,902.14	690.21	8,282.57	11,500.00
52710 · Repairs & Maint, Equip - NT	477.80	2,005.73	639.91	80.00	80.00	1,140.68	65.00	234.36	1,440.68	0.00	6,164.16	616.42	7,396.99	
51209 · Automotive, Repairs - NT	0.00	109.42	0.00	0.00	248.27	20.00	9.81	0.00	17.24	0.00	404.74	40.47	485.69	
Total Maintenance - Equipment	477.80	2,115.15	639.91	80.00	365.49	2,505.47	1,954.83	333.82	3,482.65	1,515.92	13,471.04	1,347.10	16,165.25	11,500.00

Humboldt Bay Harbor, Recreation & Conservation District
Profit & Loss - Marina
July 2018 through April 2019

Woodley Island Marina

TOTAL

	Jul 18	Aug 18	Sep 18	Oct 18	Nov 18	Dec 18	Jan 19	Feb 19	Mar 19	Apr 19	Jul '18 - Apr 19	Average 10 month	Projected 12 Month	2019-20 Budgeted DRAFT
Maintenance - IT														
57008 - Maintenance, IT Equip - T	0.00	0.00	0.00	0.00	0.00	55.00	0.00	0.00	0.00	0.00	55.00	5.50	66.00	1,500.00
Total Maintenance - IT	0.00	0.00	0.00	0.00	0.00	55.00	0.00	0.00	0.00	0.00	55.00	5.50	66.00	1,500.00
Capital Outlay														
53618 - Expenses Pending Transfer-Auto	0.00	0.00	20.00	0.00	0.00	-20.00	0.00	117.42	0.00	0.00	117.42	11.74	140.90	997,500.00
Total Capital Outlay	0.00	0.00	20.00	0.00	0.00	-20.00	0.00	117.42	0.00	0.00	117.42	11.74	140.90	997,500.00
Interest Expense														
55119 - INTEREST EXPENSE M/NT	3,371.00	3,371.00	3,371.00	3,371.00	3,371.00	3,371.00	3,371.00	3,371.00	3,371.00	3,371.00	33,710.00	3,371.00	40,452.00	40,500.00
55109 - Interest Expense - NT	49.52	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	49.52	4.95	59.42	60.00
55108 - Interest Expense - T	33.54	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	33.54	3.35	40.25	40.00
Total Interest Expense	3,454.06	3,371.00	3,371.00	3,371.00	3,371.00	3,371.00	3,371.00	3,371.00	3,371.00	3,371.00	33,793.06	3,379.31	40,551.67	40,600.00
Other Expenses														
54109 - Sea Scouts Expense - NT	0.00	0.00	0.00	231.11	0.00	0.00	0.00	0.00	0.00	0.00	231.11	23.11	277.33	300.00
55418 - Other Expenses - T	0.00	0.00	0.00	0.00	0.00	0.00	0.00	150.00	0.00	0.00	150.00	15.00	180.00	200.00
Total Other Expenses	0.00	0.00	0.00	231.11	0.00	0.00	0.00	150.00	0.00	0.00	381.11	38.11	457.33	500.00
Total Expense	60,654.54	65,981.63	83,831.18	64,405.14	81,251.79	71,426.49	65,228.18	53,631.99	126,349.99	52,639.17	725,400.10	72,540.01	870,480.12	1,776,231.00
Total Income	-60,654.54	-65,981.63	73,578.51	108,754.30	69,327.51	72,557.70	68,969.90	127,156.59	155,991.54	104,262.72	937,248.68	93,724.87	1,124,698.42	2,128,637.00
Net Income	-60,654.54	-65,981.63	-10,252.67	44,349.16	-11,924.28	1,131.21	3,741.72	73,524.60	29,641.55	51,623.55	211,848.58	21,184.86	254,218.30	352,406.00

Humboldt Bay Harbor, Recreation & Conservation District
Profit & Loss - Fields Landing
July 2018 through April 2019

Exhibit D

Fields Landing

												TOTAL		
	Jul 18	Aug 18	Sep 18	Oct 18	Nov 18	Dec 18	Jan 19	Feb 19	Mar 19	Apr 19	Jul '18 - Apr 19	Average 10 month	Projected 12 Month	2019-20 Budgeted DRAFT
Ordinary Income/Expense														
Income														
Utility Surcharge														
40409 · Utility Surcharge - NT	0.00	0.00	0.00	0.00	0.00	40.00	0.00	0.00	0.00	0.00	40.00	4.00	48.00	1,300.00
40418 · Utility Surcharge, Marina Dock	0.00	0.00	0.00	0.00	0.00	0.00	0.00	275.60	269.84	535.60	1,081.04	108.10	1,297.25	
Total Utility Surcharge	0.00	0.00	0.00	0.00	0.00	40.00	0.00	275.60	269.84	535.60	1,121.04	112.10	1,345.25	1,300.00
Interest Revenue														
43309 · Interest On Del Accts - NT	0.00	0.00	0.00	0.00	0.00	0.00	0.00	1,226.56	0.00	0.00	1,226.56	122.66	1,471.87	1,500.00
Total Interest Revenue	0.00	0.00	0.00	0.00	0.00	0.00	0.00	1,226.56	0.00	0.00	1,226.56	122.66	1,471.87	1,500.00
Rent Income														
40519 · Equipment Rent - NT	35.00	210.00	185.00	230.00	0.00	70.00	0.00	0.00	0.00	0.00	730.00	73.00	876.00	900.00
40709 · FL BUILDING SPACE RENT G/NT	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	504.00	0.00	504.00	50.40	604.80	600.00
40809 · Yard Rent - NT	12,428.57	14,404.90	14,710.76	14,279.62	11,278.05	9,552.27	11,938.05	9,617.88	3,625.57	3,625.57	105,461.24	10,546.12	126,553.49	130,000.00
41409 · Upland Rent - NT	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
41309 · Storage - NT	0.00	0.00	0.00	672.00	0.00	0.00	0.00	0.00	9,805.20	2,595.60	13,072.80	1,307.28	15,687.36	16,000.00
Total Rent Income	12,463.57	14,614.90	14,895.76	15,181.62	11,278.05	9,622.27	11,938.05	9,617.88	13,934.77	6,221.17	119,768.04	11,976.80	143,721.65	147,500.00
Fees														
41819 · Late Charges/Interest - NT	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	450.00	565.00	1,015.00	101.50	1,218.00	1,200.00
40618 · Boat Launch Fees - T	0.00	69.14	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	69.14	6.91	82.97	15,100.00
40509 · Travel Lift Fees - T	0.00	290.00	0.00	145.00	0.00	290.00	0.00	0.00	0.00	0.00	725.00	72.50	870.00	900.00
40609 · Haul Out Fees - T	1,916.80	4,682.40	5,067.20	5,220.00	3,712.60	503.00	1,208.00	0.00	1,648.00	1,034.60	24,992.60	2,499.26	29,991.12	30,000.00
Fork lift	0.00	0.00	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 Fees	1,916.80	5,041.54	5,067.20	5,365.00	3,712.60	793.00	1,208.00	0.00	2,098.00	1,599.60	26,801.74	2,680.17	32,162.09	47,200.00
Sales														
40109 · Sales, Retail - NT	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
40119 · Concession Sales - NT	0.00	0.00	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 Sales	0.00	0.00	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 Income	14,380.37	19,656.44	19,962.96	20,546.62	14,990.65	10,455.27	13,146.05	11,120.04	16,302.61	8,356.37	148,917.38	14,891.74	178,700.86	197,500.00
Expense														
Personnel Expenses														
Salaries/Wages														
50100 · Salaries & Wages - NT	176.00	211.03	6,460.24	6,241.34	8,693.56	4,318.45	5,518.08	4,741.98	1,017.32	4,159.95	41,537.95	4,153.80	49,845.54	43,027.00
Salaries/Wages PT	0.00	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 Salaries/Wages	176.00	211.03	6,460.24	6,241.34	8,693.56	4,318.45	5,518.08	4,741.98	1,017.32	4,159.95	41,537.95	4,153.80	49,845.54	43,027.00
Payroll Burden														
6560 · Workers' Comp	16.50	17.39	596.83	582.19	809.53	401.09	517.27	437.50	94.41	383.07	3,855.78	385.58	4,626.94	30,917.00
50500 · Payroll Benefits, Other - NT	14.59	16.27	562.80	578.72	777.17	353.50	628.22	522.88	86.73	338.25	3,879.13	387.91	4,654.96	
Payroll Burden PT	0.00	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 Payroll Burden	31.09	33.66	1,159.63	1,160.91	1,586.70	754.59	1,145.49	960.38	181.14	721.32	7,734.91	773.49	9,281.89	30,917.00
Total Personnel Expenses	207.09	244.69	7,619.87	7,402.25	10,280.26	5,073.04	6,663.57	5,702.36	1,198.46	4,881.27	49,272.86	4,927.29	59,127.43	73,944.00
Communications														
51400 · Communications - NT	0.00	75.82	0.00	621.93	525.00	0.00	0.00	0.00	0.00	0.00	1,222.75	122.28	1,467.30	1,500.00
Total Communications	0.00	75.82	0.00	621.93	525.00	0.00	0.00	0.00	0.00	0.00	1,222.75	122.28	1,467.30	1,500.00
Conference & Meetings														

Humboldt Bay Harbor, Recreation & Conservation District
Profit & Loss - Fields Landing
July 2018 through April 2019

Fields Landing

												TOTAL		
	Jul 18	Aug 18	Sep 18	Oct 18	Nov 18	Dec 18	Jan 19	Feb 19	Mar 19	Apr 19	Jul '18 - Apr 19	Average 10 month	Projected 12 Month	2019-20 Budgeted DRAFT
51500 · Conferences & Meetings - NT	0.00	0.00	0.00	0.00	0.00	0.00	0.00	545.00	0.00	0.00	545.00	54.50	654.00	700.00
Total Conference & Meetings	0.00	0.00	0.00	0.00	0.00	0.00	0.00	545.00	0.00	0.00	545.00	54.50	654.00	700.00
Elections & Government Fees														
51700 · Elections & Prop Tax Assess-NT	0.00	0.00	0.00	0.00	261.82	0.00	0.00	0.00	0.00	0.00	261.82	26.18	314.18	350.00
Total Elections & Government Fees	0.00	0.00	0.00	0.00	261.82	0.00	0.00	0.00	0.00	0.00	261.82	26.18	314.18	350.00
Insurance														
51800 · Insurance - NT	638.65	638.65	638.65	638.65	638.65	0.00	0.00	0.00	0.00	0.00	3,193.25	319.33	3,831.90	4,000.00
51819 · INSURANCE M/NT												0.00	0.00	0.00
53109.3 · Fields Landing Insurance	0.00	0.00	0.00	0.00	0.00	638.65	0.00	0.00	0.00	0.00	638.65	63.87	766.38	770.00
Total 51819 · INSURANCE M/NT	0.00	0.00	0.00	0.00	0.00	638.65	0.00	0.00	0.00	0.00	638.65	63.87	766.38	770.00
Total Insurance	638.65	638.65	638.65	638.65	638.65	638.65	0.00	0.00	0.00	0.00	3,831.90	383.19	4,598.28	5,540.00
Office Supplies														
51900 · Office Supplies - NT	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
51908 · Office Supplies - T	0.00	0.00	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 Office Supplies	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Maintenance Supplies														
52010 · Maintenance Supplies - NT	148.02	917.10	766.34	100.75	864.02	261.19	183.42	440.85	91.78	257.73	4,031.20	403.12	4,837.44	5,000.00
52008 · Maintenance Supplies - T	0.00	82.68	222.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	304.68	30.47	365.62	500.00
Maintenance Supplies - Other	0.00	29.84	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	29.84	2.98	35.81	
Total Maintenance Supplies	148.02	1,029.62	988.34	100.75	864.02	261.19	183.42	440.85	91.78	257.73	4,365.72	436.57	5,238.86	5,500.00
Permits														
51618 · Permits - T	0.00	0.00	0.00	0.00	0.00	1,400.00	0.00	0.00	0.00	0.00	1,400.00	140.00	1,680.00	3,500.00
Total Permits	0.00	0.00	0.00	0.00	0.00	1,400.00	0.00	0.00	0.00	0.00	1,400.00	140.00	1,680.00	3,500.00
Utilities														
52909 · Utilities - NT	1,223.21	1,487.02	1,754.40	1,952.41	1,785.84	1,933.65	2,267.86	2,697.35	2,193.69	2,460.80	19,756.23	1,975.62	23,707.48	23,800.00
53000 · Water, Sewer, & Refuse - NT	502.54	45.81	1,941.43	1,570.08	2,485.36	2,100.72	239.61	1,090.92	1,125.21	319.30	11,420.98	1,142.10	13,705.18	13,800.00
Total Utilities	1,725.75	1,532.83	3,695.83	3,522.49	4,271.20	4,034.37	2,507.47	3,788.27	3,318.90	2,780.10	31,177.21	3,117.72	37,412.65	37,600.00
Fuel														
51208 · Vessel Fuel	0.00	964.19	0.00	0.00	0.00	0.00	0.00	0.00	111.54	0.00	1,075.73	107.57	1,290.88	1,300.00
51218 · Automotive, Fuel - T	929.61	0.00	0.00	0.00	46.42	0.00	0.00	0.00	0.00	0.00	976.03	97.60	1,171.24	1,200.00
51200 · Automotive, Fuel- NT	37.96	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	37.96	3.80	45.55	0.00
Total Fuel	967.57	964.19	0.00	0.00	46.42	0.00	0.00	0.00	111.54	0.00	2,089.72	208.97	2,507.66	2,500.00
Engineering Services														
52400 · Engineering Fees - NT	0.00	0.00	0.00	0.00	0.00	0.00	3,365.00	1,462.50	1,267.50	0.00	6,095.00	609.50	7,314.00	26,000.00
52408 · Engineering Fees - T	2,350.00	0.00	2,315.90	0.00	0.00	4,995.00	3,365.00	1,462.50	595.20	485.00	15,568.60	1,556.86	18,682.32	
Total Engineering Services	2,350.00	0.00	2,315.90	0.00	0.00	4,995.00	6,730.00	2,925.00	1,862.70	485.00	21,663.60	2,166.36	25,996.32	26,000.00
Other Professional/Outside Serv														
52110 · OUTSIDE SERVICES M/A	0.00	0.00	0.00	0.00	0.00	0.00	193.00	0.00	0.00	0.00	193.00	19.30	231.60	7,300.00
52109 · Outside Services, Other - NT	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	3,892.50	3,892.50	389.25	4,671.00	
52118 · Outside Services, Other - T	0.00	1,491.50	84.00	0.00	0.00	205.00	0.00	0.00	222.00	0.00	2,002.50	200.25	2,403.00	
Total Other Professional/Outside Serv	0.00	1,491.50	84.00	0.00	0.00	205.00	193.00	0.00	222.00	3,892.50	6,088.00	608.80	7,305.60	7,300.00
Small Tools														
52808 · Small Tools - T	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	75.00	75.00	7.50	90.00	100.00
Total Small Tools	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	75.00	75.00	7.50	90.00	100.00
Maintenance - Facilities														

Humboldt Bay Harbor, Recreation & Conservation District
Profit & Loss - Fields Landing
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Fields Landing

												TOTAL		
	Jul 18	Aug 18	Sep 18	Oct 18	Nov 18	Dec 18	Jan 19	Feb 19	Mar 19	Apr 19	Jul '18 - Apr 19	Average 10 month	Projected 12 Month	2019-20 Budgeted DRAFT
52708 · Repairs & Maint, Facilities - T	0.00	0.00	18.71	0.00	39.61	0.00	0.00	0.00	337.83	0.00	396.15	39.62	475.38	4,000.00
52709 · REPAIRS & MAINTENANCE G/NT	0.00	0.00	0.00	807.03	1,827.00	516.56	0.00	0.00	0.00	7,972.34	11,122.93	1,112.29	13,347.52	5,000.00
52719 · Repairs & Maint, Facilities - N	31.41	62.01	0.00	1,423.88	60.72	0.00	507.58	600.00	0.00	0.00	2,685.60	268.56	3,222.72	
Total Maintenance - Facilities	31.41	62.01	18.71	2,230.91	1,927.33	516.56	507.58	600.00	337.83	7,972.34	14,204.68	1,420.47	17,045.62	9,000.00
Maintenance - Equipment														
52718 · Repairs & Maint, Equip - T	0.00	0.00	201.82	0.00	56.38	0.00	0.00	955.98	0.00	50.02	1,264.20	126.42	1,517.04	1,550.00
52710 · Repairs & Maint, Equip - NT	0.00	0.00	0.00	0.00	253.33	0.00	0.00	0.00	0.00	251.65	504.98	50.50	605.98	600.00
51209 · Automotive, Repairs - NT	1,709.25	0.00	679.70	0.00	25.00	0.00	0.00	0.00	0.00	0.00	2,413.95	241.40	2,896.74	2,950.00
Total Maintenance - Equipment	1,709.25	0.00	881.52	0.00	334.71	0.00	0.00	955.98	0.00	301.67	4,183.13	418.31	5,019.76	5,100.00
Dredging Expense														
56708 · Dredging - GT	7,809.80	0.00	0.00	158.96	0.00	0.00	0.00	0.00	0.00	0.00	7,968.76	796.88	9,562.51	50,000.00
56718 · Dredging - MT	1,118.30	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	1,118.30	111.83	1,341.96	
Total Dredging Expense	8,928.10	0.00	0.00	158.96	0.00	0.00	0.00	0.00	0.00	0.00	9,087.06	908.71	10,904.47	50,000.00
Capital Outlay														
53618 · Expenses Pending Transfer-Auto														8,500.00
Total Capital Outlay														8,500.00
Total Expense	16,705.84	6,039.31	16,242.82	14,675.94	19,149.41	17,123.81	16,785.04	14,957.46	7,143.21	20,645.61	149,468.45	14,946.85	179,362.14	237,134.00
Total Income	14,380.37	19,656.44	19,962.96	20,546.62	14,990.65	10,455.27	13,146.05	11,120.04	16,302.61	8,356.37	148,917.38	14,891.74	178,700.86	197,500.00
Net Income	-2,325.47	13,617.13	3,720.14	5,870.68	-4,158.76	-6,668.54	-3,638.99	-3,837.42	9,159.40	-12,289.24	-551.07	-55.11	-661.28	-39,634.00

Woodley Island Marina Goals

- Repair/replace the roof over the restaurant and ACOE building as a 1st priority followed by the Coast Guard and Harbor District office roof.
- Develop and implement a dock repair, replace, and maintenance program.
- Evaluate potential cost saving from installing smart electrical meters.

Woodley Island Marina Goals

- Work with the Redwood Energy Authority to evaluate energy efficiency measures for Woodley Island.
- Work with the City of Eureka to promote Woodley Island as a commercial fishing, recreational boating, and tourist destination.
- Continue to evaluate and implement safety and security measures throughout the island.
- Develop a parking lot and access road maintenance program to prolong the useful life of the infrastructure.

Fields Landing Goals

- Develop a plan, specifications, and cost estimates to refurbish the travel lift dock.
- Develop and implement a storm water management strategy to collect heavy metals, paint and other potential contaminants.
- Improve exterior lighting for security and exterior working areas.

Fields Landing Goals

- Work with the City of Eureka and the other members of the Harbor Safety Committee to find funding to dispose of abandoned and/or dangerous boats.
- Construct improvements to the large roll up doors to secure them during high wind events.
- Replace older boat stands and other equipment required to operate the boat yard service.

Federal Navigation Dredging Goals

- Coordinate with USACE for Federal Channel dredging that addresses winter shoaling issues.

Harbor District Dredging Goals

- Dredge Woodley Island Marina and Fields Landing Travel Lift Dock.
- Develop strategy for efficient long-term dredging and beneficial use of dredged materials.
- Assess dredging needs to support future uses at Terminal I and Terminal II.

COMMISSIONERS

1st Division

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2nd Division

Greg Dale

3rd Division

Stephen Kullmann

4th Division

Richard Marks

5th Division

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STAFF REPORT – HARBOR DISTRICT MEETING
June 13, 2019

TO: Honorable Board President and Harbor District Board Members

FROM: Larry Oetker, Executive Director

DATE: June 13, 2019

TITLE: Woodley Island Marina and Fields Landing Travel Lift Dock Dredging: Consideration of Equipment Purchase and Releasing a Request for Proposals.

STAFF RECOMMENDATIONS: Staff recommends the Board:

1. Approve purchase of dredge material dewatering equipment for a cost not to exceed \$175,000 plus 15% for contingency.
2. Approve circulation of a request for proposals (RFP) for Woodley Island Marina and Fields Landing Travel Lift Dock dredging.

INTRODUCTION: Woodley Island Marina and the Fields Landing Travel Lift Dock require maintenance dredging. District staff seeks approval from the District Commission to purchase dredging equipment and release a request for proposals for dredging services.

BACKGROUND: Dredging is needed at Woodley Island Marina to allow for uninterrupted vessel movement during low tides and at the Fields Landing Travel Lift Dock to allow for vessel haul-outs/launches at low tides. The District previously obtained regulatory approvals for dredging at these sites. The approvals specified that dredged materials must be disposed of at the Humboldt Open Ocean Disposal Site (HOODS). The District released a competitive request for proposals for the dredging. The low bid was from Figas Construction, at \$25.50 per cubic yard with an additional \$200,000 for mobilization and surveys. The other two bids were at \$25 and \$39 per cubic yard with mobilization at \$600,000 and \$967,000 respectively. Mercer Frazer protested the bids and for a variety of reasons the Board did not award a contract to dredge in 2018.

Over the last several months the Board appointed a dredge subcommittee to develop solutions to reduce the high dredging costs. The following major changes from last year's bidding efforts are:

1. Pay for dredging incrementally instead of obtaining a loan to cover the \$2.5 to \$4.5 million cost to dredge the entire Woodley Island Marina.
2. Offer contractors Redwood Marine Terminal II and/or Fields Landing Boatyard as alternatives to HOODS for dredged material placement.

District staff have submitted permit amendment applications to the North Coast Regional Water Quality Control Board (WQCB), State Coastal Commission, and US Army Corps of Engineers to allow for dewatering of the dredged material at Redwood Marine Terminal II and/or Fields Landing Boatyard and subsequent beneficial use of the dredged material for habitat enhancement and sea level rise adaptation project(s). The

District has received approval for the Fields Landing Boatyard disposal from the WQCB and anticipates that permit amendments will be received from other agencies for both sites by July or August 2019. The in-water work window for dredging ends on October 15. District staff is seeking approval to purchase equipment that will be required for dredged material dewatering and to solicit dredging services through a request for proposals.

DISCUSSION

Fields Landing

District staff proposes to dredge approximately 1,200 cubic yards (cy) of material between the travel lift finger docks at the Fields Landing Travel Lift Dock. The dredged area would be approximately 14 feet deep and 26 feet wide. Removal of this amount of material would allow the travel lift to operate as it did prior to the extreme shoaling that has occurred at the site. Dredged material would be dewatered at the Fields Landing Boat Yard and or Redwood Marine Terminal II.

Woodley Island Marina

At the July 26, 2018 District Board meeting, District Commissioners approved implementation of a multi-year dredging program for Woodley Island Marina. Because there is a large amount of shoaling in the marina, the first year of dredging would remove a relatively large volume of material (e.g., 100,000 cy) to “catch up” the dredging. Dredging volumes in subsequent years would be less (e.g., 10,000 cy). However, because disposal at the HOODS site is cost prohibitive, the District must dewater material to prepare it for beneficial uses. The volume of material that can be dredged in 2019 is limited by availability of dewatering units and the amount of funds currently available. Utilizing existing water clarifiers and a temporary dewatering basin that will be constructed at Redwood Marine Terminal II, District staff estimates that approximately 24,000 cy of material can be dredged from Woodley Island Marina in 2019. District staff is concurrently pursuing options to expand dewatering capabilities in future years. Because the full 100,000 cy cannot be dredged in 2019, District staff is prioritizing the dredging as follows:

1. Dredge within the Coast Guard cutter end tie.
2. Dredge the fairway to the work dock.
3. Dredge the most problematic fairways.

Dredging Process

The process for dredging at each site would involve the following general steps:

1. Dredge using a clamshell bucket that transfers dredged materials to a hopper on a barge.
2. Move the barge to an area near a dewatering unit (water clarifier or temporary dewatering basin) at Fields Landing Boat Yard or Redwood Marine Terminal II.
3. Pump bay water into the hopper to reslurry the dredged material.
4. Pump the reslurried material to a dewatering unit.
5. Return decant water back to the bay using best management practices to reduce decant water turbidity.

Equipment Needs

The District would provide piping for movement of dredge slurry and water between the barges/bay and dewatering units and would assemble temporary dewatering basins. The District currently has adequate piping and is in the process of refurbishing necessary pumps and water intakes. The following equipment would be purchased for development of the temporary dewatering basins:

Item	Maximum Cost
507 6-Foot K-Rails	\$137k
Plastic liner, sandbags and other misc. equipment	\$38k
<i>Contingency (15%)</i>	<i>\$26k</i>
Total	\$201k

Following approval of funding, District staff would purchase from the vendor that provides the lowest quote.

Request for Proposals

District staff proposes release of a request for proposals for a contractor to conduct Steps 1-4 above. Step 5 would be conducted by District staff.