

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

**DATE:** June 11, 2020

**TIME:** Special Session - 6:00 P.M.

**PLACE:** Join Zoom Meeting  
<https://us02web.zoom.us/j/3432860852>

Meeting ID: 343 286 0852

Teleconference Option:  
(669) 900-9128, 343 286 0852#

**1. Call to Order Special Session at 6:00 P.M. and Roll Call**

**2. 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. 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.*

**3. Business**

**a) Jennifer Marlow Research Grant Proposal: Frameworks for Managing the Known Vulnerability from Sea Level Rise to Bluff Erosion and Exposure of Humboldt Bay Nuclear Power Plant's Spent Nuclear Fuel Storage Site.**

*Recommendation:* Staff recommend the Board: Sign a letter of support for Jennifer Marlow Research Grant Proposal.

**b) Receive Report and Receive Direction from the Board Regarding Districts Response to COVID-19. (Roll Call Vote)**

*Recommendation:* Staff recommends the Board: Receive a report and provide direction as necessary.

*Summary:* On March 11, 2020 Humboldt County Health Officer Teresa Francovich, MD declared a local health emergency. The Maritime Commerce and Commercial Fisheries are essential services. Staff will provide an update on the Harbor District operation and the Board will discuss and take action on items necessary to keep operations functioning during this emergency.

**c) FY 2020-21 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 Fields Landing Boat Yard, Woodley Island Marina, and Dredging.
- 2) Adopt the 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 1<sup>st</sup>. Staff does not propose to increase any fees during this budget cycle.

**Agenda for June 11, 2020 Special Board Meeting**

**d) Humboldt Local Agency Formation Commission Independent Special District Election – Official Ballot**

*Summary:* In lieu of a meeting, an Official Ballot has been received to fill one vacancy for a regular special district member of the Humboldt Local Agency Formation Commission. The candidates are the incumbent, Debra Lake (sponsored by Fruitland Ridge Fire Protection District) and Desiree Davenport (sponsored by Humboldt Community Services District). The elected candidate will serve a four-year term from July 1, 2020 to June 30, 2024.

**e) Appoint Board Member to the Wind Energy Subcommittee**

*Summary:* Board President Kullmann has a conflict and has stepped aside from the Subcommittee; the new appointee will join Commissioner Dale on the Wind Energy Subcommittee.

- 4. Permits**
- 5. Future Agenda Items**
- 6. Adjournment**

## **.44: Frameworks for Managing the Known Vulnerability from Sea Level Rise to Bluff Erosion and Exposure of Humboldt Bay Nuclear Power Plant's Spent Nuclear Fuel Storage Site**

### **Introduction**

There is no current hazard mitigation plan in place for managing the known vulnerability from sea level rise–induced bluff erosion and exposure of the former Humboldt Bay Power Plant's Spent Nuclear Fuel Storage Site at Buhne Point. This Independent Spent Fuel Storage Installation (ISFSI) is located approximately 45 feet above, and 115 feet from a bluff on Humboldt Bay. With two meters of sea level rise in Humboldt Bay, monthly and annual high tides could overtop the protective revetment wall protecting the bluff. Based on Ocean Protection Council's 2018 sea level rise projections, two meters of sea level rise could occur “as early as 2076 under the extreme scenario, or by 2093 under the high-risk projection” (Laird 2019). This projection is also supported by the California Coastal Commission's current sea level rise principles for aligned state action (CCC 2020). Principle One reinforces using the high-risk aversion projection as being the more protective target for critical infrastructure such as the ISFSI. The extreme projection of around 2074 for 2.0 meters of sea level rise would be the most protective for an exposed site such as Buhne Hill (CCC 2020).

Of paramount concern is what happens if the wastes remain on site at Buhne Point for an extended period of time? Although sea level rise, bluff retreat and the integrity of the spent fuel casks could be monitored over time, impactful events associated with sea level rise threaten the integrity of the spent fuel installation. What would happen, for instance, if the 115 feet of bluff protecting the ISFSI was suddenly eroded away during an extreme tide/storm surge event? (The bluff protecting the site historically eroded over 1,400 feet between the 1890s when the harbor entrance jetties were constructed and the 1950s when rock slope protection was installed (Laird 2019).) A photo from 1948 documents the site prior to intervention, a reminder that the design life of the current sea well is temporary. What if the bluff rapidly erodes and the casks containing spent nuclear fuel topple into the bay? What, if any interventions, will protect or restore the site in the interim, and who will be held responsible? No consensus currently exists to answer these critical questions.

This research project is designed to address the critical need for the information and skills required to enhance public understanding of the vulnerability of the ISFSI site to sea level rise, the integrity of the spent fuel casks over time, and the process of decision making that will be used to evaluate potential responses, including the development of emergency response plans, the evaluation of transportation risks from the potential shipment of high-grade nuclear waste off-site, and which local interests will take priority in shaping ultimate outcomes.



Buhne Point 1948 (shadow of the hill is visible on the water). Photo Credit: Schuster (Humboldt State University Library, Humboldt Room Photograph Collections).

**Rationale:** Future protections for the waste stored on site are uncertain. The potential transfer of the spent nuclear waste site offsite is subject to ongoing negotiations between PG&E and the Department of Energy (PG&E 2018). However, the broader negotiation, which asks how best available science engages broader societal values and local goals, looms and is unfacilitated. There is currently no official, forward-looking, public-facing process in place to engage local stakeholders around these issues.

To address these critical shortfalls, the proposed research will engage critical stakeholders in the Humboldt Bay Region in participatory climate adaptation research around these questions and identify and evaluate alternate and divergent pathways to issue resolution (R.M. Wise *et al.* 2014). To do so, we will facilitate and host a series of four participatory scenario planning workshops that will engage key participants in developing a series of alternative, plausible futures for the high-grade spent nuclear waste stored at Buhne Point, and to use those scenarios to “facilitate the evaluation of the outcomes of potential decisions in the context of different sets of background conditions” (Moore *et al.* 2013). These different sets of conditions include sea level rise impact projections; overlapping and conflicting cultural, political, legal, and economic, and social drivers of future change (Moore *et al.* 2013); compounding uncertainties and considerable time lags between short term intervention and long-term vulnerability (Kopp *et al.* 2019); and the concerns, knowledge, an input shared by primary stakeholders (Siders 2019).

Critical participants in the proposed scenario planning workshops will include members of the PG&E Community Advisory Board (CAB). The CAB was established in 1998 by PG&E to provide local input on the former Humboldt Bay Nuclear Plant’s decommissioning process (Waraich 2019). The primary focus of the CAB members was “ensuring the safety of nearby residents and the workforce, with the ultimate goal of

removing all dangerous radiological and other hazardous materials which threatened the health of Humboldt Bay.” (CAB letter of support). The CAB invested 10 years of rigorous work to ensure that the former Humboldt Bay Nuclear Power Plant was fully decommissioned and the site restored, at the cost of over \$1 billion (CAB letter of support 2020). The last step in the process requires determining the future of the ISFSI. CAB’s final role is “to determine what will become of the high-level radioactive spent fuel in these dry casks” (CAB letter of support).

CAB members are interested in participating in this research as a means to prepare for ongoing negotiations with PG&E over the future of the spent nuclear waste at Buhne Point, and to engage and inform the public about potential sea level rise hazards as well as the risks posed to the region of various alternatives for managing the high-grade waste long-term either on- or off-site. The CAB had considerable influence in earlier talks with PG&E over the decommissioning process (Waraich 2019) and seeks to continue to influence PG&E’s decision making over ways to mitigate any risks that threaten the safety of the community and the health of Humboldt Bay. The CAB members seek to utilize this research as a means of providing evidence-based input to PG&E as well as local input to PG&E to influence final decision-making about ways to manage the spent nuclear waste in the dry casks in the short- and long-term.

Additionally, the research will also engage members of the Wiyot Tribe and potentially interested members of other local tribal communities. While not included in or represented by the CAB membership, tribal community members have voiced concern over the vulnerability of the spent nuclear fuel site to sea level rise and the implications of a leakage event to their tribal lands, practices, and cultural resources, as well as concern over being left out of groups formed to provide local community input. These Humboldt Bay tribal communities seek to engage more formally in future planning efforts, and this research offers them a platform for more focused and aligned engagement with ongoing efforts of the CAB. Finally, the research will also engage interested members of the Humboldt State University Sea Level Rise Initiative, who will provide support for preliminary research as well as their in-person expertise and critical thinking as contributing participants in the proposed participatory scenario planning workshops.

The research outcomes will generate a series of divergent futures that consider a range of short- and long-term spent nuclear fuel management scenarios, from proposals to reinforce the revetment wall to proposals to ship the waste off site for temporary and potentially permanent storage elsewhere. The research will rely on participatory scenario planning frameworks, particularly as they apply to climate adaptation questions, to identify critical drivers of uncertainties, climatic- and non-climatic determinants of change, and produce a series of divergent future outcomes that can be used to formulate and evaluate short- and long-term interventions for protecting the spent nuclear fuel storage site from sea level rise vulnerability (Moore *et al.* 2013).

The proposed research strategies align with RCCE Goal 4 (sea level rise adaptation), Strategy 4–1 (evaluate climate impacts) and 4–2 (assess public understanding), to produce outcomes and deliverables that align with RCCE Goal 4’s intended outcome (provide decision makers access to information and skills to assess local risk vulnerability). Additionally, the proposed research aligns with RASGAP Research Priorities (OPC Strategic Plan Goals 2020–2025) Objective 1.1 (build

resiliency to sea level rise). The plan of approach (see Approach section below) will aid in identifying 1) “thresholds, triggers, and monitoring frameworks” for “critical adaptive management actions” to protect the ISFSI. The robust management actions generated by the participatory scenario planning workshops will build 2) “support for the use of short-term and mid-term transitions for infrastructure to work toward long-term resilience that minimize resource impacts.” Convenings designed to track progress and identify next steps will help to establish 3) “[g]uidelines for establishing effective trigger point thresholds for adaptive management decisions.” The proposed research also aligns with Objective 2.1 by enhancing engagement with tribes with vested interest in decision making and decision making outcomes but who have not been involved in the deliberations thus far.

## Background



Figure 19: King Salmon, projected MMMW, Year 2100 – Medium-High Risk Aversion, RCP 8.5 (2.3 meters). Image generated by author.

The Independent Spent Nuclear Fuel Storage Installation (“ISFSI”) at Humboldt Bay Nuclear Power Plant’s Buhne Hill consists of six canisters of nuclear waste set below grade in a concrete vault at a surface elevation of 44 feet above sea level (Page 2005). Historically, the bluff where the ISFSI site is located sits just 115 away from the shoreline, and has experienced severe erosion following the construction of jetties in the 1890s that form Humboldt Bay’s entrance channel. Rock slope

protection (a sea wall) has protected the bluff from erosion since the 1950s (Page 2005).

Although the projected life of the ISFSI is 50 years (Page 2005), the site does not currently conform to Coastal Act policies, as it is subject to potential slope failure, surface fault rupture, tsunami runup, and coastal erosion (California Coastal Commission 2011). A PG&E contract with DOE indicates that the spent nuclear fuel at Humboldt Bay Nuclear Power Plant will be moved to a temporary storage site in 2031/2032 (PG&E 2018). Private companies are currently seeking to temporarily store the spent fuel at facilities in New Mexico and Texas until the Department of Energy makes a permanent storage facility available (Waraich 2020). The Nuclear Regulatory Commission, however, has not yet granted licenses to these facilities (Waraich 2020). Based on the failed history of Yucca Mountain, national nuclear fuel repositories face high political and geological scrutiny that could interfere with projected transfer timelines and with the availability of permanent storage solutions overall (MacFarlane 2006).

With respect to the ISFSI on Humboldt Bay, numerous complicating geologic, political, economic, cultural, legal, environmental, and other factors combine with enormous public policy uncertainties to create a set of impending unanswered questions that squarely confront the Humboldt Bay region's resiliency to sea-level rise, coastal storms, erosion and flooding. Considerable questions remain about how to manage the risk of inundation at the site, where the spent nuclear waste will go or when it will be moved, and how to accommodate reverberating risks from transportation, impacts of future decision making on Native American lands, cultural sites, and practices, to critical opposition from host communities adjacent to off-site facilities.

## Objectives

To support a process that engages critical stakeholders around paramount questions concerning the future of the six dry casks of spent nuclear waste stored at Buhne Point, we will research and apply participatory scenario planning methods to enhance deliberative participatory learning focused on two overarching research questions:

1. Which decision making frameworks are most useful for managing the known vulnerability from sea level rise to bluff erosion and exposure of Humboldt Bay Nuclear Power Plant's Spent Nuclear Fuel Storage Site?
2. How can participatory decision making frameworks be useful in providing the information and skills needed to inform the public about the issue of sea level rise as it interacts with long-term uncertainties about the future of the ISFSI site, and to help the public analyze and evaluate divergent pathways of potential response to mitigate risk?

The following eight objectives will guide my research to answer key research questions:

**(Objective 1.0)** Gain insights into decision-making approaches that embrace rather than eliminate uncertainty.

**(Objective 2.0)** Apply participatory scenario planning frameworks to identify the climatic determinants, as well as the non-climatic environmental, socio-economic, technological, and cultural drivers, of future change.

**(Objective 3.0)** Work with critical stakeholders to assess the strengths and limitations of using participatory scenario planning as a method for decision making that is informed by best available science and that grapples with the contested values, thinking, goals, and priorities of those most affected by sea level rise adaptation response as well as those who are supposed to benefit the most from it.

**(Objective 4.0)** Identify the responsible entities for managing the risk of sea level rise–induced erosion and bluff exposure at the Buhne Point site, and map the common interests of these entities using conflict resolution theories and frameworks to enhance future actions to address vulnerability.

**(Objective 5.0)** Develop outputs that can aid in the development of state and federal policies managing for sea level rise–induced exposure of spent nuclear fuel storage sites along the California coast.

**(Objective 6.0)** Facilitate ongoing learning among critical local stakeholders in a manner capable of directly affecting short- and long-term decision making over the future of spent nuclear fuel at Buhne Point as well as along California’s coasts more broadly.

**(Objective 7.0)** Assess the ways in which risk management approaches to addressing coastal hazards may be both incremental and proximate while aiming toward systemic and transformational change.

**(Objective 8.0)** Communicate research findings both locally and at regional and national venues through presentations and publications, so that interested actors may learn from project findings, apply lessons more broadly, and factor the research into their ongoing scientific, policy, legal, and planning efforts.



May 28, 2020

*Re: Support for Jennifer Marlow's research proposal*

Dear California Sea Grant New Faculty Award Review Committee:

As members of the PG&E Community Advisory Board, we submit this letter in support of the grant proposal by Jennifer Marlow to study the risks of sea level rise on the high-level nuclear wastes stored at the Humboldt Bay Nuclear Power Plant site.

The nuclear unit was shut down in 1976 due to the discovery of a significant earthquake potential which made the plant vulnerable and unprofitable to upgrade. The facility sat in shutdown until actual decommissioning began in 2008. The major activity required before any real physical work could commence, was the transfer of the fuel rods from the spent fuel pool into 6 dry cask units, which were then placed in a concrete bunker on site. This Independent Spent Fuel Storage Installation (ISFSI) is located approximately 45 feet above, and 115 feet from Humboldt Bay.

PG&E, the utility which owns the nuclear license began the long decommissioning task in 1998, when it formed a Community Advisory Board (CAB) whose purpose was to integrate the decommissioning plans and work with the concerned interests and input from the residents of Humboldt County. The primary focus of the CAB members was ensuring the safety of nearby residents and the workforce, with the ultimate goal of removing all dangerous radiological and other hazardous materials which threatened the health of Humboldt Bay. After 10 years of meticulous work and the expenditure of over \$1 billion, the site has been fully decommissioned and restored. What remains is the ISFSI. The final role of the CAB is to determine what will become of the high-level radioactive spent fuel in these dry casks.

As the physical decommissioning was being completed, initial questions were raised as to the future of the ISFSI. PG&E's answer all along was that casks have a 40-50 year lifespan, and the ISFSI is funded until 2031, when the federal government would take possession of the casks and transfer them to Yucca Mountain. Aside from the fact that the Yucca Mountain repository will most likely not be available by that date, or ever, there were/are many questions related to the life span of the casks, what technology would be used in the event of a cask failure, what emergency plans would be in place, how would the casks be transported out of the county, and more. The bankruptcy which PG&E is now undergoing raises new concerns about the physical and financial future of the ISFSI. Of paramount concern today is what happens if the wastes remain on site for an extended period of time. Local geologists have concluded that sea level rise could eventually isolate the 45 foot "mountain" on which the wastes sit, cliff erosion will continue to eat away at the site, and earthquake activity could potentially create activities that could severely contaminate Humboldt Bay. The residents of Humboldt County treasure the Bay, as well as the redwood forests ocean coastline, and quality agriculture

lands for their contribution to the values of economy, recreation, and maintenance of nature ecosystems.

The study by Jennifer would utilize the talents of Humboldt State University to gather data and information which be invaluable to the CAB and community in continuing the goal of protecting the health of Humboldt Bay and its citizenry.

Sincerely,

DocuSigned by:  
*Michael Manetas*  
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Mike Manetas  
Dept of Environmental Resources Engineering, Humboldt State University

DocuSigned by:  
*Jennifer Kalt*  
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Jen Kalt,  
Director, Humboldt Baykeeper

DocuSigned by:  
*Dave Meserve*  
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Dave Meserve  
Former Mayor of the City of Arcata

June 11, 2020

Re: Support for Jennifer Marlow Research Grant Proposal: Frameworks for Managing the Known Vulnerability from Sea Level Rise to Bluff Erosion and Exposure of Humboldt Bay Nuclear Power Plant's Spent Nuclear Fuel Storage Site

Dear California Sea Grant New Faculty Program Review Committee;

The Humboldt Bay Harbor, Recreation, and Conservation District (HBHRCD) was created in 1973 to address the diverse management needs of the tidelands, bays, and estuaries of Humboldt County. HBHRCD oversees the planned development of the harbors and ports, as well as the protection of the natural resources. It is a countywide agency with permit jurisdiction over all tides, submerged, and other lands granted to the district, including Humboldt Bay.

One of California's most pristine estuarine environments, Humboldt Bay is the second-largest natural bay in the state. It presents a wide variety of unique habitats—such as open water, shallow water, mud and sand flats, salt marshes and ponds, agricultural lands, sand beaches, islands, and woody riparian vegetation. The Bay is home to approximately half of California's eelgrass population, as well as 35 managed species of fish. In total, the Bay supports 120 species of fish, 251 species of marine birds, 550 species of marine invertebrates, 80 species of algae, and numerous resident and visiting marine mammals.

Humboldt Bay is also a primary economic engine for Humboldt County, supporting myriad recreation and tourism activities, a vibrant oyster aquaculture industry, an active fishing fleet, and ongoing shipping. Further planned development includes increased aquaculture businesses and development of a wind energy port.

The Humboldt Bay Power Plant located at King Salmon was shut down in 1976 due to the discovery of a significant earthquake potential which made the plant vulnerable and unprofitable to upgrade. The facility sat in shutdown until actual decommissioning began in 2008. The major activity required before any real physical work could commence, was the transfer of the fuel rods from the spent fuel pool into 6 dry cask units, which were then placed in a concrete bunker on site. This Independent Spent Fuel Storage Installation (ISFSI) is located approximately 45 feet above, and 115 feet from Humboldt Bay.

The HBHRCD Board of Commissioners believes that this research project addresses a critical need in the Humboldt Bay Region. As a steward of the Bay with a vested interest in its future protection, we lend our support and will join the study as a research participant. The HBHRCD Board would benefit from the information and skills the project will provide, and from engaging in the questions it poses. We are interested in learning more about potential vulnerability of the ISFSI site to sea level rise and in objectively assessing the risks. We are also interested in joining with other critical regional stakeholders to envision and evaluate potential responses. Contributions from this research will add value to significant past efforts by members of our community to restore the former power plant site after it was decommissioned. Importantly, it also seeks to engage inclusive networks in addressing ongoing questions of critical concern to the community, such as the need for emergency planning, and the potential risks involved in transporting the high-grade nuclear waste off-site by barge or land. Ultimately, we hope that the project can enhance the Region's influence over decisions that will determine how the risk from sea level rise to the ISFSI site is ultimately managed.

Sincerely,  
Stephen Kullmann  
Board President

COMMISSIONERS

- 1<sup>st</sup> Division  
Larry Doss
- 2<sup>nd</sup> Division  
Greg Dale
- 3<sup>rd</sup> Division  
Stephen Kullmann
- 4<sup>th</sup> Division  
Richard Marks
- 5<sup>th</sup> 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 11, 2020**

**TO:** Honorable Board President and Harbor District Board Members

**FROM:** Larry Oetker, Executive Director

**DATE:** June 5, 2020

**TITLE:** **FY 2020-21 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 Fields Landing Boat Yard, Woodley Island Marina, and Dredging.
2. Adopt the 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 1<sup>st</sup>. Staff does not propose to increase any fees during this budget cycle.

**DISCUSSION:** Staff has reviewed the income and expenditures from the previous year and will present an overview at the Board meeting. The draft goals for RMT I, RMT II, and Shelter Cove as well as the fee schedules were presented at the May 28<sup>th</sup> meeting. The overall draft budget will be submitted as a supplemental to the Board Packet. **The Board and public should note that there are special meetings scheduled on June 11<sup>th</sup> and July 9<sup>th</sup> if needed.**

Date	Meeting Type	Purpose
May 28	Regular	A) <del>Review Preliminary Budget with Preliminary Goals, Income, and Expenditures:</del> 1. <del>Redwood Marine Terminal I</del> 2. <del>Redwood Marine Terminal II</del> 3. <del>Shelter Cove</del>  B) <del>Review the Fee Schedule</del>
June 11	Special	A) Preliminary Goals, Income, and Expenditures: 1. Woodley Island Marina 2. Fields Landing Boat Yard 3. Dredging  B) Adopt Preliminary Budget
June 25	Regular	A) 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  B) Adopt Final Budget, Fee Schedule and Staffing Allocations
July 9	Special	Budget Review (If Necessary)
July 23	Regular	Final Budget Review, Adoption and Transmission to Board of Supervisors

Attachments

- A Fields Landing Boat Yard Goals, Income, and Expenses
- B Woodley Island Marina Goals, Income, and Expenses
- C Dredging Goals, Income, and Expenses

# FIELDS LANDING - GOALS

- Complete the transition of Boat Yard operations to Lessee
- Perform ongoing wash water / storm water management
- Determine long term wash water treatment system
- Commence demolition of abandoned and non-operative vessels
- Replace failed windows and entrance door to main building
- Install overhead door beams to strengthen against wind shear
- Grub and Maintain South acreage for future use / opportunities

# Fields Landing – Scheduled Revenue

Location	Income
Boat Yard Facilities	\$46.8K
Cellular Lease	\$21K
Marine Contractors	\$11.9K
Total	\$79.7K

# Fields Landing - Preliminary Expense

Category	Value
Wash-water pretreatment	\$9K
Boat pre-disposal	\$7.5K
Facility Improvements	\$10.5K
Equipment Repairs	\$5K
General Repairs & Maintenance	\$5K
Maintain South Pad	\$5K
Total	\$42K

# Fields Landing - Preliminary Deferrals

Category	Amount
Boat pre-disposal	\$32.5K
Storm Water	\$35K
Re-seal Tarmac	\$50K
Facility Paint	\$25K
Travel Lift Dock	\$120K
Total	\$262.5K



# Worldway Island Making Goals

- Establish a Facilities Capital Improvement and Operations Plan
- Begin strong focus on Dock Improvements, including Weldment and Roller replacement
- Resurface Gangway ramps for safe pedestrian travel
- Improve Island passive security through camera upgrades and automated passage lock replacement in common areas
- Continue communication with Island Tenants to promote a strong Neighborhood Watch and reliant community.

# Woodley Island Marina Goals

- Strengthen partner agency relations to promote Woodley Island as a commercial, recreational, and tourist destination
- Promote dock side / on-site Fish Sales supporting local Commercial Fishermen and their crews & families
- Increase efficient and appropriate lighting though working with energy partner RCEA

# Woodley Island – Scheduled Revenue

Location	Income
Location	Income
Upland Rents	\$129.7K
Slip Rents	\$700.5K
Storage & Equip. Rents	\$41.2
Fees & Surcharges	\$188K
Concessions	\$6K
Total	\$1,065M

# Woodley Island – Preliminary Expenses

Location	Income
Dock Improvements	\$27.5K
F Dock Electric	\$25K
Facility Security & Lighting	\$10.5K
Vessel Maintenance	\$6.5K
Equipment Maintenance	\$6K
General Improvements & Replacements	\$10K
Total	\$85.5K

# Woodley Island – Preliminary Deferrals

Location	Income
Roof Replacement	\$82K
Parking Lots & Roads	\$45K
Bilge System Upgrades	\$32.5K
Sewer Line	\$40K
Infrastructure Improvements	\$106.4K
Equipment Replacement	\$27.5K
Total	\$333.4K

# Dredging Goals

- Woodley Island Marina
  - Emergency dredging (FEMA /CalOES funding)
  - Optional maintenance dredging if bids are favorable (Dredge Fund expense)
  - Plan for and permit 2021 suction dredging and beneficial use
- Fields Landing
  - Monitor shoaling
- King Salmon
  - Plan for Fisherman's Channel dredging
- To allow for suction dredging, obtain longfin smelt incidental take permit using Bay Street property as mitigation
- In partnership with DanCo, design and permit sediment beneficial use site on Samoa Peninsula

# Federal Navigation Dredging Goals

- Coordinate with USACE for:
  - Entrance dredging that addresses winter shoaling issues.
  - Timely access to survey's
  - Inner channel dredging
  - Jetty reconstruction
  - Assess dredging needs to support future uses at Terminal I and Terminal II.

# Dredging Fund Income

- Current dredge fund balance is approximately \$700k
- February 27, 2020 Staff Report established a \$400k/year goal to fund dredging
  - \$200,000 from dredge surcharge fee
    - Current fee generates approximately \$100k/year
    - Original plan (Resolution 2020-04) was to raise the dredge surcharge fee starting July 1, 2020 to generate a total of \$200k/year. However, implementation of the increased fee may be delayed because of COVID-19 Emergency.
    - Estimate \$125k in dredge surcharge fee revenue
  - \$200k from other District revenue
    - Deferred this year, will contribute if new income allows



# Dredging Fund Expenses

- Woodley Island Marina Dredging Option
  - Expense will depend on the value of bids received. Estimate between \$0-150k expenses.
- Dredge planning and permitting
  - Acquisition of longfin smelt incidental take permit = approximately \$100k expenses for restoration work at Bay Street property.
  - Sediment testing and permitting for Samoa Peninsula upland beneficial use site = approximately \$50k expenses.

# Dredging Budget Summary

Initial Dredge Fund Balance	\$700,000
Dredge Surcharge Fee Revenue	\$125,000
WIM 2020 Dredging Option Expense	\$150,000
Samoa Beneficial Use Planning and Permitting Expenses	\$50,000
Bay Street Property Habitat Restoration for Mitigation Expense	\$100,000
Ending Dredge Fund Balance	\$525,000

COMMISSIONERS

1<sup>st</sup> Division  
Larry Doss  
2<sup>nd</sup> Division  
Greg Dale  
3<sup>rd</sup> Division  
Stephen Kullmann  
4<sup>th</sup> Division  
Richard Marks  
5<sup>th</sup> 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 11, 2020**

**TO:** Honorable Board President and Harbor District Board Members

**FROM:** Larry Oetker, Executive Director

**DATE:** June 10, 2020

**TITLE:** **SUPPLEMENTAL STAFF REPORT:** FY 2020-21 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 Fields Landing Boat Yard, Woodley Island Marina, and Dredging.
2. Adopt the 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. The preliminary budget is really the first draft and the Board has meetings scheduled on June 25<sup>th</sup>, July 9<sup>th</sup> and July 23<sup>rd</sup> to receive comments from the public and make additional changes to the budget. The Board can also schedule additional special meetings as required and may want to consider scheduling a Special Meeting on Monday June 15<sup>th</sup> to discuss any additional details prior to adopting the Preliminary Budget. Per Section 6093.3, the final budget shall be reported to the Board of Supervisors not later than August 1<sup>st</sup>.

**DISCUSSION:** The preliminary budget income and expenditures are included as Exhibits A and B. The Preliminary Income reflects the following primary issues:

- COVID 19 reduced revenues from Café Marina due to shutdown revenue sharing lease terms.
- Poor crab season resulting in reduced transient vessel slip rental.
- Lease of Fields Landing Boat Yard resulting in reduced incomes. Income will gradually increase in 2021 and 2022 as per lease agreement. Staff will be shifting from Fields Landing to RMT II to clear out warehouse, shops and stores building and exterior area and relocate tenants to new spaces to prepare for Nordic Aquafarms beginning construction in FY 2021/22.
- RMT II nearing 100 % occupancy with Nordic Aquafarms lease. In past new incomes have been generated with new tenants. District still has abundant vacant CDI zoned land for lease but little interior leasable area.
- Ongoing Debt Service payments for removal of hazardous material removal from RMT II. Repayment Plan projects paying off debt in 2021/22 and freeing up \$196,000 annual expenditure.

The Directors Recommendation column in Exhibit B Expense presents a balanced budget that includes approximately \$336,000 in cuts from the Division Managers recommendations. This is in addition to the previous deferred maintenance that are outlined in the Goals Slides for the properties. Exhibit A includes a total income of \$3,719,812 which allocated according to the different properties or categories where the income is derived. The key areas of reduction from the Division Recommendation are:

- Reductions in engineering and planning services
- No matching funds for Headwaters Grant for new multipurpose dock to support offshore wind
- Reduced funding to mitigate for suction dredging at the Bay Street property
- No matching funds for Shelter Cove fish cleaning station

Attachments

- A Preliminary Budget Income
- B Preliminary Budget Expenses

EXHIBIT A

Humboldt Bay Harbor, Recreation, and Conservation District  
 INCOME FY 2020 - 21 BUDGET  
 6/11/2020

Account		General Fund	Tidelands	Woodley Island	RMT II	RMT I	Fields Landing	Shelter Cove	Grants	DIVISION RECOMMENDATION TOTAL 2018-19
R1	Dredging									-
R1a	Dredging Surcharge			125,000			15,000			140,000
R1b	Dredging Set Aside									-
R1c	Dredging Other								50,000	50,000
R2	Float Replacement			63,000						63,000
R3	Harbor Surcharge		150,000							150,000
R4	Utility Surcharge			56,471	56,422	10,414				123,308
R5	Grants									-
R5a	Conservation									-
R5a	Recreation									-
R5c	Harbor									-
R5d	Facilities								21,274	21,274
R6	Tax Revenue									-
R6a	Property Tax	1,096,500								1,096,500
R6b	Other									-
R8	Other Income									-
R8a	Other Revenue		32,350							32,350
R8b	Late Fees/Interest	7,000	160,750	5,000						172,750
R9	Interest Income				6,200					6,200
R10	Rents									-
R10a	Slip Rents			500,000						500,000
R10b	Transient Rents			120,000						120,000
R10c	Upland Rent			140,000	560,000	25,000	78,500			803,500
R10d	Tideland Rent		307,000							307,000
R10e	Equipment									-
R10f	Storage			40,000		18,000				58,000
R10g	Work Yard			5,000						5,000
R11	Fees									-
R11a	Services Office			2,200						2,200
R11b	Late Fees/Interest	500		8,000	1,500	200				10,200
	Permits	500	1,500	5,300						7,300
R11c	Miscellaneous	10,000								10,000
R11d	Fork Lift			3,500						3,500
R11e	Boat Launch									-
R11f	Travel Lift									-
R11g	Haul Out									-
R11h	Moorage									-
R11i	Poundage			1,500		6,000				7,500
R11j	Port	9,700	12,500							22,200
	Pilotage		2,000							2,000
R12	Sales									-
R12a	Laundry			6,000						6,000
R12b	Retail									-
R13	Donations									-
R13a	Light House			20						20
R13b	Sea Scouts			10						10
	<b>TOTAL REVENUE</b>	<b>1,124,200</b>	<b>666,100</b>	<b>1,081,001</b>	<b>624,122</b>	<b>59,614</b>	<b>93,500</b>	<b>-</b>	<b>71,274</b>	<b>3,719,782</b>
	<b>TOTAL EXPENSE</b>	<b>945,396</b>	<b>353,441</b>	<b>1,221,709</b>	<b>1,094,096</b>	<b>167,857</b>	<b>145,451</b>	<b>94,200</b>	<b>25,273</b>	<b>4,047,422</b>
	<b>NET INCOME</b>	<b>178,804</b>	<b>312,659</b>	<b>(140,708)</b>	<b>(469,974)</b>	<b>(108,243)</b>	<b>(51,951)</b>	<b>(94,200)</b>	<b>46,001</b>	<b>(327,640)</b>

EXHIBIT B

Humboldt Bay Harbor, Recreation, and Conservation District  
EXPENSES FY 2020-21 BUDGET

		6/11/2020								Division	Directors	
										Recommend	Recommend	Reduction
Account	Sub Account	General Fund	Tidelands	Woodley Island	RMT II	RMT I	Fields Landing	Shelter Cove	Grants	TOTAL 2019-20	Cuts	Description
<b>Personnel</b>												
E1	Salaries/Wages	251,677		327,480	107,828	61,861	28,720		15,187	792,752		792,752
E1a	Salaries/Wages PT	-		-	-	-	-		-	-		-
E2	Commissioners Fees	25,200		-	-	-	-		-	25,200		25,200
E3	Payroll Burden	220,370		246,429	74,786	44,096	21,681		-	607,362		607,362
E3a	Payroll Burden PT	-		-	-	-	-		-	-		-
<b>Materials and Services</b>												
E5	Advertising & Promotion	1,300		1,000						2,300	2,300	-
E6	Communications	6,000		7,000	11,200					24,200		24,200
E7	Conference & Meetings	15,000		6,000	2,500				1,000	24,500	17,500	7,000
E8	Dues,Subscript.,License	25,000	120		11,000				435	36,555	2,555	34,000
E9	Elections & Government Fees	10,000			40,000					50,000		50,000
E10	Insurance	9,000	19,000	33,700	16,000		7,600	7,200		92,500		92,500
E11	Supplies Office	13,349	1,000	4,000					4,651	23,000	5,000	18,000
E12	Supplies Maintenance	750		14,000	25,000	1,000				40,750	24,000	16,750
E13	Permits		3,400	500	22,000	400	2,700			29,000		29,000
E14	Utilities	8,000		220,000	235,000	10,000	30,000	7,500		510,500	18,000	492,500
E15	Fuel	15,750		3,800	350					19,900		20,000
E16	Accounting	41,000		8,300						49,300		49,300
E17	Legal	35,000								35,000		35,000
E18	Planning	50,000								50,000	20,000	30,000
E19	Engineering	12,000		1,000	26,000	4,000	10,000	2,000	2,000	57,000	27,000	30,000
E20	Other Professional/Outside Services	5,000	60,000	8,000	1,000	5,000	2,500	-	2,000	83,500	60,000	23,500
E20a	Information Technology									-		-
E20b	HSU Ports		32,350							32,350		32,350
E21	Small Tools - Protective Clothing			2,000	1,500		250			3,750		3,750
E22	Maintenance Facilities		30,000	23,500	40,900	25,000	33,000	2,500		154,900		154,900
E23	Maintenance Equipment			17,000	14,900	3,500	5,000	10,000		50,400		50,400
E24	Maintenance IT	3,000		2,000	4,000					9,000		9,000
E25	Dredging			150,000						150,000	85,000	65,000
E26	Capital Outlay									-		-
E26a	Building & Facilities			45,000	20,000	10,000	4,000			79,000	20,000	59,000
E26b	Equipment							65,000		65,000	65,000	-
E26c	Automotive									-		-
E26d	Vessels									-		-
E27	Rent/ Lease Payments				205,632					205,632		205,632
E28	Interest/Debt Payments									-		-
E29	Other Expenses	2,000		1,000		3,000				6,000		6,000
E30	Grant Expenses									-		-
E30a	Conservation Grant									-		-
E30b	Recreation Grant									-		-
E30c	Harbor Grant									-		-
E30d	Facilities Grant									-		-
<b>TOTAL EXPENSE</b>		<b>749,396</b>	<b>145,870</b>	<b>1,121,709</b>	<b>859,596</b>	<b>167,857</b>	<b>145,451</b>	<b>94,200</b>	<b>25,273</b>	<b>3,309,351</b>	<b>346,355</b>	<b>2,963,096</b>
<b>Debt</b>												
D1	Bonds 2014		207,571	100,000						307,571		307,571
D2	Coast Seafood	196,000								196,000		196,000
D3	BVVA Loan NMTC				234,500					234,500		234,500
D4	Acquisition									-		-
D5										-		-
D6										-		-
<b>TOTAL EXPENSE</b>		<b>196,000</b>	<b>207,571</b>	<b>100,000</b>	<b>234,500</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>738,071</b>	<b>-</b>	<b>738,071</b>
<b>TOTAL EXPENSE</b>		<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>GRAND TOTAL EXPENSE</b>		<b>945,396</b>	<b>353,441</b>	<b>1,221,709</b>	<b>1,094,096</b>	<b>167,857</b>	<b>145,451</b>	<b>94,200</b>	<b>25,273</b>	<b>4,047,422</b>	<b>346,355</b>	<b>3,701,067</b>
<b>TOTAL REVENUE</b>		<b>1,124,200</b>	<b>666,100</b>	<b>1,081,001</b>	<b>624,122</b>	<b>59,614</b>	<b>93,500</b>	<b>-</b>	<b>71,274</b>	<b>3,719,812</b>	<b>-</b>	<b>3,719,812</b>
<b>NET INCOME</b>		<b>178,804</b>	<b>312,659</b>	<b>(140,708)</b>	<b>(469,974)</b>	<b>(108,243)</b>	<b>(51,951)</b>	<b>(94,200)</b>	<b>46,001</b>	<b>(327,610)</b>	<b>-</b>	<b>18,745</b>



Date: April 3, 2020  
To: Board of Directors of Independent Special Districts  
From: Colette Metz Santsche, Executive Officer  
**Subject: OFFICIAL BALLOT – Independent Special District Election**

The term of office for one of the special district members on LAFCo, currently held by Debra Lake of the Fruitland Ridge Fire Protection District, expires on June 30, 2020.

The basic process for selecting special district members to LAFCo is set forth in Government Code Section 56332. This provides for a meeting to be convened among representatives from each of the 48 independent special districts in Humboldt County, unless the Executive Officer determines that a meeting is not feasible. Based on Government Code Section 56332, it has been determined that a meeting of this "Independent Special District Selection Committee" for the purpose of selecting a special district member is not feasible due to the likelihood that a quorum would not be achieved. As such, both the nominating process and the election itself will be conducted by mail on behalf of the Independent Special District Selection Committee by the LAFCo Executive Officer.

Previously, a request for nominations was sent on December 27, 2019, which provided for the opportunity for independent special district boards to nominate candidates to fill the special district member vacancy. The nomination period ended on March 20, 2020, with two (2) nominations received by the deadline.

Enclosed is an official ballot to elect one candidate to serve as a regular special district member on LAFCo with a term beginning on July 1, 2020 and expiring June 30, 2024.

Please mark selection directly onto the ballot, voting for no more than one (1) candidate. **Ballots must be returned to Humboldt LAFCo, 1125 16<sup>th</sup> Street, Suite 202, Arcata, CA 95521 on or before June 19, 2020 at 5:00 p.m.**

Your district is encouraged to participate in this election process. For an election to be valid, at least a quorum of the special districts must submit valid ballots. The candidate receiving the most votes shall be deemed elected. Any nomination and ballot received by the Executive Officer after the date specified is invalid, provided, however, that if a quorum of ballots is not received by that date, the Executive Officer shall extend the date to submit ballots by 60 days and notify all districts of the extension.

An election schedule with information about the counting of ballots and successful candidate notification is enclosed.

If you have any questions, please contact LAFCo staff at [colettem@humboldtlafo.org](mailto:colettem@humboldtlafo.org) or you can leave a voicemail at (707) 445-7508.

## Election Schedule

LAFCo call for nominations	Friday, December 27, 2019
Nominations due to LAFCo	By 5:00 p.m., Friday, March 20, 2020
Ballots mailed to independent special districts via certified mail	By Friday, April 3, 2020
Election Day – Ballots due to LAFCo	By 5:00 p.m., Friday, June 19, 2020
Election results mailed to independent special districts	No later than Tuesday, June 30, 2020
New special district member seated	At July 15, 2020 LAFCo Meeting

## Current Special District Terms

Designation	Current Member	Term of Office (ends on June 30)
Regular Member	Debra Lake, Fruitland Ridge Fire Protection District	2016 - 2020
Regular Member	Troy Nicolini, Samoa Peninsula Fire District	2018 - 2022
Alternate Member	David Couch, McKinleyville Community Services District	2018 - 2022

## Independent Special Districts

Big Lagoon Community Services District	Arcata Fire Protection District
Briceland Community Services District	Blue Lake Fire Protection District
Carlotta Community Services District	Briceland Fire Protection District
Fieldbrook-Glendale Community Services District	Bridgeville Fire Protection District
Humboldt Community Services District	Ferndale Fire Protection District
Loleta Community Services District	Fruitland Ridge Fire Protection District
Manila Community Services District	Garberville Fire Protection District
McKinleyville Community Services District	Humboldt No. 1 Fire Protection District
Miranda Community Services District	Kneeland Fire Protection District
Orick Community Services District	Myers Flat Fire Protection District
Orleans Community Services District	Petrolia Fire Protection District
Palmer Creek Community Services District	Redway Fire Protection District
Patrick Creek Community Services District	Rio Dell Fire Protection District
Phillipsville Community Services District	Samoa Peninsula Fire District
Redway Community Services District	Telegraph Ridge Fire Protection District
Riverside Community Services District	Willow Creek Fire Protection District
Scotia Community Services District	
Weott Community Services District	
Westhaven Community Services District	Humboldt Bay Harbor, Recreation and Conservation District
Willow Creek Community Services District	Humboldt County Resource Conservation District
Alderpoint County Water District	North Humboldt Recreation and Park District
Hydesville County Water District	Southern Humboldt Community Healthcare District
Jacoby Creek County Water District	Fortuna Cemetery District
Humboldt Bay Municipal Water District	Petrolia Cemetery District
Garberville Sanitary District	
Resort Improvement District No. 1	

**OFFICIAL BALLOT  
INDEPENDENT SPECIAL DISTRICT ELECTION**

Mark selection directly onto the ballot, voting for no more than one (1) candidate. Ballots must be returned to the LAFCo office at 1125 16<sup>th</sup> Street, Suite 202, Arcata, CA 95521, on or before June 19, 2020 at 5:00 p.m.

Name of District: \_\_\_\_\_

Address: \_\_\_\_\_

Telephone: \_\_\_\_\_

**Please vote for one of the following candidates:**

**DEBRA LAKE (incumbent)**  
Sponsor: Fruitland Ridge Fire Protection District

**DESIREE DAVENPORT**  
Sponsor: Humboldt Community Services District

The Board hereby selects the above candidate to fill the term beginning on July 1, 2020 and expiring on June 30, 2024, as a regular special district member of the Humboldt Local Agency Formation Commission.

Board action taken on the \_\_\_\_\_ day of \_\_\_\_\_, 2020, by the following vote:

AYES: \_\_\_\_\_

NOES: \_\_\_\_\_

ABSTAIN: \_\_\_\_\_

ABSENT: \_\_\_\_\_

DISTRICT REPRESENTATIVE:

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Printed Name / Title