

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

**DATE:**           **October 10, 2024**

**TIME:**           **Closed Session – 5:30 P.M.**  
                      **Regular Session – 6:00 P.M.**

**PLACE:**           **Woodley Island Marina Meeting Room, 601 Startare Drive, Eureka, CA 95501**

**How to Observe and Participate in the Meeting:**

Observe: Members of the public can attend the meeting in person or observe the meeting on Zoom at the following link: <https://us02web.zoom.us/j/6917934402>

Meeting ID: 691 793 4402

One tap mobile

(669) 900-9128, 6917934402#

*Public members observing on Zoom will not be able to participate or provide comment.*

*Members of the public who may wish to provide public comment during the meeting must attend in person.*

***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 (707) 443-0801 at least 24 hours in advance of the meeting.***

**1. Call to Order Closed Session at 5:30 P.M.**

**2. Public Comment**

*Note: This portion of the Agenda allows the public to speak to the Board on the closed session items. Each speaker is limited to speak for a period of three (3) minutes regarding each item on the Closed Session Agenda. 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.*

**3. Move to Closed Session**

- a) CONFERENCE WITH REAL PROPERTY NEGOTIATORS. Property: Assessor’s Parcel Numbers 401-112-021 and 401-112-024, Samoa Peninsula, Humboldt County, California District negotiators: Chris Mikkelsen, Executive Director; Ryan Plotz, District Counsel. Negotiating party: California Marine Investments LLC. Under negotiation: price and payment terms payment

**4. Call to Order Regular Session at 6:00 P.M. and Roll Call**

**Agenda for October 10, 2024 Regular Board Meeting**

**5. Pledge of Allegiance**

**6. Report on Closed Session**

**7. 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.*

**8. Consent Calendar**

- a) Adopt Minutes for August 8, 2024 Regular Board Meeting
- b) Adopt Minutes for August 28, 2024 Special Board Meeting
- c) Receive District Financial Reports for June 2024
- d) Accept Application for Filing Harbor District Permit 2024-04: Humboldt Bay Regional Spartina Eradication Plan Continued Implementation
- e) Consider Approval of a Contract with the Federal Maritime Administration (MARAD) to Receive a \$8,672,986 Grant for the Heavy Lift Marine Terminal Project

**9. Communications, Reports, and Correspondence Received**

- a) Correspondence Received
- b) Executive Director's Report
- c) Staff Reports
- d) District Counsel Report
- e) District Treasurer Report
- f) District Engineer Report
- g) Commissioner and Committee Reports

**10. Unfinished Business**

- a) **Receive Status Update Regarding the Humboldt Bay Offshore Wind Heavy Lift Marine Terminal Project**

*Recommendation:* Receive the report and provide direction.

*Summary:* The Board has requested a monthly update regarding the Humboldt Bay Offshore Wind Heavy Lift Marine Terminal Project. Updates may include the project schedule, budget, funding opportunities, tasks completed, tasks underway,

## **Agenda for October 10, 2024 Regular Board Meeting**

upcoming tasks, community engagement, and the latest overall project strategy. This report will provide an update for October 2024.

### **b) Cancellation of Special Meeting Scheduled for 11/20/24 Regarding Harbor District Permit Application 2024-01 Due to Withdrawn Application**

*Recommendation:* Staff recommends that the Board cancel the special meeting scheduled for 11/20/24 regarding Harbor District Permit Application No. 2024-01 due to withdrawn application.

*Summary:* An applicant applied for a District permit (No. 2024-01) to repair a fallen billboard. The permit application went before the Board on 8/28/24. The Board members that were present voted to require additional environmental review and to continue the meeting until 11/20/24. On 8/29/24, the applicant called District staff and verbally withdrew the application, which eliminates the need for the scheduled special meeting on 11/20/24.

## **11. New Business**

### **a) Authorize the extension of the Real Property Lease with Redwood Restaurants for a period of Ten (10) additional years**

*Recommendation:* Staff recommends that the Board authorize an extension of the Real Property Lease with Fresh Freeze Supply, Inc for ten (10) additional years.

*Summary:* Fresh Freeze Supply, Inc dba Café Marnina has been an anchor tenant on Woodley Island since the beginning. Over the past several decades, Café Marina has presented a prominent casual dining option for our community while routinely investing in tenant improvements and the overall facility.

### **b) Consider Adopting Resolution 2024-09, A Resolution to Authorize the Execution of a Grant Agreement and Accept Funds From the California Natural Resources Agency Department of Parks and Recreation Division of Boating and Waterways for the Surrendered and Abandoned Vessel Exchange Program**

*Recommendation:* Staff recommends that the Board Adopt Resolution 2024-09 and authorize the Executive Director to execute a grant agreement with the California Natural Resources Agency, Division of Boating and Waterways.

*Summary:* The Harbor District has partnered with the City of Eureka with support from the Humboldt County Sheriff's Office, California Department of Fish & Wildlife, and the United States Coast Guard for many years to remove abandoned and surrendered vessels from local waterways. In the most recent offering, the District has been awarded a SAVE 24 Grant in the amount of \$30,000.

## **12. Future Agenda Items**

### **a) Resolution Supporting Community Engagement**

## **13. Adjournment**

**DRAFT MINUTES  
REGULAR MEETING OF THE BOARD OF COMMISSIONERS  
HUMBOLDT BAY HARBOR, RECREATION AND CONSERVATION DISTRICT**

**August 8, 2024**

The Humboldt Bay Harbor, Recreation and Conservation District met in regular session on the above date, Closed Session met at 5:00 P.M., Regular Session met at 6:00 P.M. at the Woodley Island Marina meeting room, 601 Startare Drive, Eureka, CA 95501.

**CLOSED SESSION – 5:00 P.M.**

**PUBLIC COMMENT:** The following individuals addressed the Commission regarding subject matters on the closed session meeting agenda: No one.

**BUSINESS**

**a) CONFERENCE WITH REAL PROPERTY NEGOTIATORS.**

Property: Assessor’s Parcel Numbers 401-112-021 and 401-112-024, Samoa Peninsula, Humboldt County, California District negotiators: Chris Mikkelsen, Executive Director; Ryan Plotz, District Counsel. Negotiating party: California Marine Investments LLC. Under negotiation: price and payment terms payment

**b) CONFERENCE WITH REAL PROPERTY NEGOTIATORS.**

Property: Assessor’s Parcel Numbers 405-031-010, City of Eureka, Humboldt County, California. District Negotiators: Chris Mikkelsen, Executive Director; Ryan Plotz, District Counsel. Negotiating party: Fresh Freeze Supply, Inc. Under negotiation: price and payment terms.

**REGULAR SESSION – 6:00 P.M.**

**ROLL CALL**

**PRESENT:**        DALE  
                         KULLMANN  
                         HIGGINS  
                         NEWMAN

**ABSENT:**        BENSON

**QUORUM:**        YES

**PLEDGE OF ALLEGIENCE**

**REPORT ON CLOSED SESSION:** No reportable action.

**PUBLIC COMMENT:** The following individuals addressed the Commission regarding subject matters not on the regular session meeting agenda: No one.

**CONSENT CALENDAR**

- a) Adopt Minutes for July 11, 2024 Regular Board Meeting
- b) Adopt Minutes for July 24, 2024 Special Board Meeting
- c) Receive District Financial Reports for May 2024
- d) Approve Employment Agreement with Facilities Coordinator
- e) Consider Accepting Application for Filing for Harbor District Permit 2024-02: Wadulh Lagoon Tidal Wetland Enhancement Project

COMMISSIONER HIGGINS MOVED TO ACCEPT CONSENT CALENDAR ITEMS A-E.

COMMISSIONER NEWMAN SECONDED.

VOICE VOTE WAS CALLED, MOTION CARRIED.

Ayes: DALE, HIGGINS, KULLMANN, NEWMAN

Noes: NONE

Absent: BENSON

Abstain: NONE

**COMMUNICATIONS, REPORTS AND CORRESPONDENCE RECEIVED**

- a) Correspondence Received
- b) Executive Director’s Report
  - I. Executive Director presented Executive Director’s report.
- c) Staff Reports
  - I. Staff presented reports.
- d) District Counsel and District Treasurer Reports
  - I. No report.
- e) Commissioner and Committee Reports
  - I. Commissioners reported on recent activities and subcommittees.

**UNFINISHED BUSINESS**

- a) **Receive Status Update Regarding Humboldt Bay Offshore Wind Heavy Lift Marine Terminal Project**
  - I. District staff presented the item.
  - II. The Commission discussed the item.
  - III. Chair Dale opened the item to public comment. No one commented.
  - IV. Chair Dale moved the discussion back to the Commission.
  - V. Discussion item only, no formal action was taken.

**NEW BUSINESS**

- a) **Amendment No. 4 to Ordinance 8, An Ordinance of the Board of Commissioners Amending the Conflict of Interest Code of the Humboldt Bay Harbor, Recreation and Conservation District**

- I. District Counsel presented the item.
- II. The Commission discussed the item.
- III. Chair Dale opened the item to public comment. No one commented.
- IV. Chair Dale moved the discussion back to the Commission.

COMMISSIONER HIGGINS MOVED TO ADOPT AMENDMENT NO. 4 TO ORDINANCE 8.

**Draft Minutes for August 8, 2024 Regular Board Meeting**

COMMISSIONER NEWMAN SECONDED.  
COMMISSIONER HIGGINS AMENDED HIS MOTION TO ADOPT AMENDMENT NO. 4 TO ORDINANCE 8 BY TITLE ONLY, AN ORDINANCE OF THE BOARD OF COMMISSIONERS AMENDING THE CONFLICT OF INTEREST CODE OF THE HUMBOLDT BAY HARBOR, RECREATION AND CONSERVATION DISTRICT.  
COMMISSIONER NEWMAN SECONDED THE AMENDED MOTION.  
ROLL CALL VOTE WAS CALLED, MOTION CARRIED.  
Ayes: DALE, HIGGINS, KULLMANN, NEWMAN  
Noes: NONE  
Absent: BENSON  
Abstain: NONE

**FUTURE AGENDA ITEMS**

- a) Resolution Supporting Community Engagement
- b) Presentation by Commissioner Higgins on the Eel River Recovery Project status and Sediment Deposits in Humboldt Bay

**ADJOURNMENT – 6:34 P.M.**

APPROVED BY:

RECORDED BY:

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Aaron Newman  
Secretary of the Board of Commissioners

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Mindy Hiley  
Director of Administrative Services

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

**August 28, 2024**

The Humboldt Bay Harbor, Recreation and Conservation District met in special session on the above date, Closed Session met at 5:00 P.M., Special Session met at 6:00 P.M. at the Woodley Island Marina Meeting Room, 601 Startare Drive, Eureka, CA 95501.

**CLOSED SESSION – 5:00 P.M.**

**PUBLIC COMMENT:** The following individuals addressed the Commission regarding subject matters on the closed session meeting agenda: No one.

**BUSINESS**

- a) Government Code Section 54956.9(d)(2), exposure to litigation

**REGULAR SESSION – 6:04 P.M.**

**ROLL CALL**

**PRESENT:** DALE  
KULLMANN  
NEWMAN

**ABSENT:** BENSON  
HIGGINS

**QUORUM:** YES

**PLEDGE OF ALLEGIANCE**

**REPORT ON CLOSED SESSION:** No reportable action.

**PUBLIC COMMENT:** The following individuals addressed the Commission regarding subject matters not on the special session meeting agenda: No one.

**CONSENT CALENDAR**

- a) Consider Accepting Application for Filing for Harbor District Permit 2024-03: Chevron Dock Repair

COMMISSIONER KULLMANN MOVED TO ACCEPT CONSENT CALENDAR ITEM A.  
COMMISSIONER NEWMAN SECONDED.  
VOICE VOTE WAS CALLED, MOTION CARRIED.

Ayes: DALE, KULLMANN, NEWMAN

Noes: NONE

Absent: BENSON, HIGGINS

Abstain: NONE

**BUSINESS**

**a) Consider, Discuss, and Take Action to Adopt Resolution 2024-08 Establishing Findings Relative to Permit 2024-01; Determining the Existence of California Environmental Quality Act Exemption; and Approving Harbor District Permit 2024-01 with Conditions for Billboard Repair and Continuation of Use for Five Years**

- I. District staff presented the item.
- II. The Commission discussed the item.
- III. Chair Dale opened the item to public comment. Jennifer Kalt and Dave Meserve commented.
- IV. Chair Dale moved the discussion back to the Commission.  
COMMISSIONER KULLMAN MOVED TO REQUIRE AN INTIAL STUDY AND CONTINUE THIS ITEM TO A DATE CERTAIN.  
COMMISSIONER NEWMAN SECONDED.  
COMMISSIONER KULLMAN AMENDED HIS MOTION TO INCLUDE A CONTINUATION UNTIL NOVEMBER 20, 2024.  
COMMISSIONER NEWMAN SECONDED THE AMENDED MOTION.  
VOICE VOTE WAS CALLED, MOTION CARRIED.  
Ayes: DALE, KULLMANN, NEWMAN  
Noes: NONE  
Absent: BENSON, HIGGINS  
Abstain: NONE

**b) Consider Awarding a Contract to Hooven & Co., Inc. for the Manila Park Improvements, as Project for the Clean California Grant, Samoa Peninsula Beautification Project**

- I. Executive Director presented the item.
- II. The Commission discussed the item.
- III. Chair Dale opened the item to public comment. No one commented.
- IV. Chair Dale moved the discussion back to the Commission.  
COMMISSIONER KULLMAN MOVED TO AWARD A CONTRACT TO HOOVEN & CO., INC. FOR THE MANIAL PARK IMPROVEMENTS.  
COMMISSIONER NEWMAN SECONDED.  
VOICE VOTE WAS CALLED, MOTION CARRIED.  
Ayes: DALE, KULLMANN, NEWMAN  
Noes: NONE  
Absent: BENSON, HIGGINS  
Abstain: NONE

**ADJOURNMENT – 6:46 P.M.**

APPROVED BY:

RECORDED BY:

\_\_\_\_\_  
Aaron Newman  
Secretary of the Board of Commissioners

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Mindy Hiley  
Director of Administrative Services

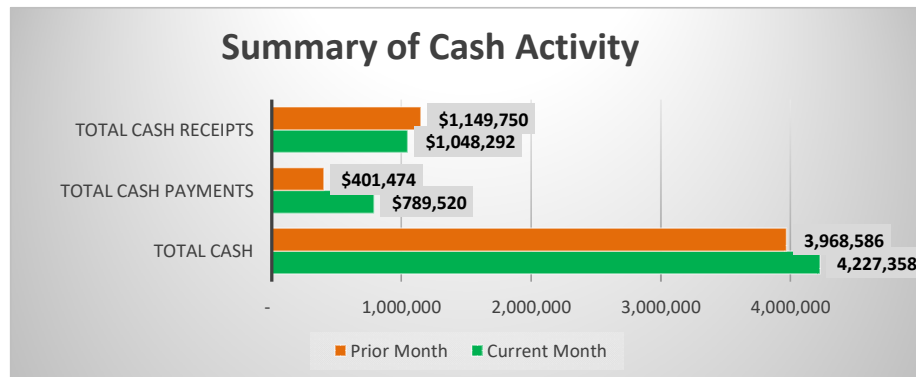


HUMBOLDT BAY HARBOR, RECREATION, AND CONSERVATION DISTRICT

Monthly Cash Flow Analysis

For The Months Ended June 30, 2024 and May 31, 2024

	<u>6/30/24</u>	<u>5/31/24</u>
<b><u>Account Balances</u></b>		
Checking	\$ 958,581	\$ 927,868
Savings	1,966,242	1,720,328
County Treasury	1,301,355	1,318,460
Cash on hand	1,180	1,930
<b>Total Cash</b>	<b><u>4,227,358</u></b>	<b><u>3,968,586</u></b>
Less: Restricted cash for Marina surcharges	<u>(503,451)</u>	<u>(476,723)</u>
<b>Unrestricted Cash</b>	<b><u>3,723,907</u></b>	<b><u>3,491,863</u></b>
Less: Unexpended grant proceeds and Nordic deposits included in cash above	<u>(524,042)</u>	<u>(729,085)</u>
<b>Cash Available (Deficit), excluding Marina surcharges</b>	<b><u>3,199,865</u></b>	<b><u>2,762,778</u></b>
 <b><u>Change in Cash Balance</u></b>		
Balance, Beginning of Month	\$ 3,968,586	\$3,220,310
Monthly Deposits	1,048,292	1,149,750
Monthly Payments	<u>(789,520)</u>	<u>(401,474)</u>
Balance, End of Month	<b><u>\$ 4,227,358</u></b>	<b><u>\$3,968,586</u></b>
 <b><u>Monthly Expenses Summary</u></b>		
Significant Individual Expenses:		
Redwood Community Action Agency	\$ 21,948	\$ 58,075
Moffat & Nichol expenditure	374,628	491,100
SHN Consulting Engineers	24,998	
Workers' comp insurance annual payment	127,694	
Wahlund Construction Inc.		80,200
Payment of 6/30/23 audit fee		20,500
CA River Watch		25,000
Sub-total, Significance/Unusual Expenses	<u>549,268</u>	<u>674,875</u>
General operating expenses and other misc. expense	240,252	<u>(273,401)</u>
Total Cash Payments	<b><u>\$ 789,520</u></b>	<b><u>\$ 401,474</u></b>
 <b><u>Monthly Deposits Summary</u></b>		
Significant Individual Revenues:		
CalTrans - Eelgrass project	\$ 117,983	
Humboldt Bay Development Association	39,166	
California Energy Commission		\$ 839,504
CalTrans Office of Clean CA		98,654
Sub-total, Significant/Unusual Revenues	<u>157,149</u>	<u>938,158</u>
General revenues	891,143	211,592
Total Cash Receipts	<b><u>\$ 1,048,292</u></b>	<b><u>\$1,149,750</u></b>



# Humboldt Bay Harbor, Recreation & Conservation Dis

## Balance Sheet As of June 30, 2024

	TOTAL
<b>ASSETS</b>	
Current Assets	
Bank Accounts	
10000 PETTY CASH ON HAND	150.00
10100 CHANGE FUND ON HAND	300.00
10111 COIN MACHINE FUND	730.00
10200 CASH IN BANK, CHECKING	19,031.22
10200.1 Cash in PNC, Checking	939,548.82
10400 CASH IN COUNTY - FUND 2720	1,263,731.49
10500 CASH IN COUNTY - FUND 3872	37,623.49
10600.1 Cash in bank, Tariff PNC	1,805,577.02
10700.1 Cash in bank, Water PNC	160,665.35
10901 UNEXPENDED MARINA SURCHARGES	503,451.09
10902 UNEXP SURCHARGES AVAIL CASH ADJ	0.00
10903 RESTRICTED CASH	-503,451.09
<b>Total Bank Accounts</b>	<b>\$4,227,357.39</b>
Accounts Receivable	
12000 ACCTS RECEIVABLE	1,275,108.49
<b>Total Accounts Receivable</b>	<b>\$1,275,108.49</b>
Other Current Assets	
11200 US TREASURY BONDS	0.00
12001 OTHER RECEIVABLES	246,755.85
12002 DOUBTFUL ACCOUNTS RECEIVABLE	0.00
12100 ALLOW FOR BAD DEBTS	-418,101.27
12200 TAXES RECEIVABLE	0.00
12300 INTEREST RECEIVABLE	13,750.00
12600 Note Receivable - NMTC	0.00
12700 PREPAID EXPENSES	187,589.60
12800 LEASE RECEIVABLE	0.00
12900 Accounts Receivable FSM	0.00
1499 Undeposited Funds	0.00
<b>Total Other Current Assets</b>	<b>\$29,994.18</b>
<b>Total Current Assets</b>	<b>\$5,532,460.06</b>
Fixed Assets	
14800 SHIPWRECK PROPERTY	50,088.05
14900 DOG RANCH PROPERTY	7,507.70
16999 Combined Expense Pending Transf	0.00

# Humboldt Bay Harbor, Recreation & Conservation Dis

## Balance Sheet

As of June 30, 2024

	TOTAL
<b>CAPITAL ASSETS, NET</b>	
14910 SAMOA PROPERTY	208,149.00
14930 TOWN OF SAMOA PROPERTY	3,007,851.23
14940 BAY STREET PROPERTY	35,000.00
15000 AUTOMOTIVE EQUIPMENT	95,639.08
15100 OFFICE EQUIPMENT	193,303.88
15200 OPERATING EQUIPMENT	314,098.74
15400 1998 MARINA DREDGING PROJECT	0.00
15500 MARINA, RESTAURANT COMPLEX	0.00
15600 MARINA	10,529,004.29
15700 FL BOAT BLDG & REPAIR FACILITY	4,302,259.53
15800 SHELTER COVE	2,386,247.10
15900 DREDGING COSTS	215,226.78
16000 KING SALMON	15,143.99
16100 MARINA DREDGE,CONSTR IN PROGRES	3,040,431.23
16400 REDWOOD DOCK PROPERTY	3,010,194.30
16500 HOMELAND SECURITY EQUIPMENT	2,254,007.60
16600 TABLE BLUFF LIGHTHOUSE	361.44
16700 AQUAPONICS PILOT FACILITY	96,036.61
16800 REDWOOD TERMINAL 2	4,980,935.88
16900 Dredge	1,215,423.27
17000 ACCUMULATED DEPRECIATION	-18,989,614.17
<b>Total CAPITAL ASSETS, NET</b>	<b>16,909,699.78</b>
<b>Total Fixed Assets</b>	<b>\$16,967,295.53</b>
Other Assets	
12400 BNY LOAN RECEIVBLE	0.00
15300 CONSTRUCTION IN PROGRESS	0.00
18000 DEPOSITS	0.00
18500 OTHER DEFERRED ASSETS	0.00
18700 Deferred Lease Asset	3,679,190.00
19000 Deferred Outflows of PERS	702,529.00
<b>Total Other Assets</b>	<b>\$4,381,719.00</b>
<b>TOTAL ASSETS</b>	<b>\$26,881,474.59</b>
<b>LIABILITIES AND EQUITY</b>	
Liabilities	
Current Liabilities	
Accounts Payable	
20000 ACCOUNTS PAYABLE	616,277.76
<b>Total Accounts Payable</b>	<b>\$616,277.76</b>
Credit Cards	
20112 US Bank Visa	21,615.44

# Humboldt Bay Harbor, Recreation & Conservation Dis

## Balance Sheet

As of June 30, 2024

	TOTAL
<b>Total Credit Cards</b>	<b>\$21,615.44</b>
Other Current Liabilities	
20000.1 ACCOUNTS PAYABLE YR END ADJUST	202,935.32
20100 LEASE PAYABLE TO HBDA	0.00
20200 NOTES PAYABLE	173,717.33
20400 ACCRUED WAGES PAYABLE	33,573.50
20500 ACCRUED INTEREST	13,755.75
20600 ACCRUED VACATION PAYABLE	49,309.60
20700 ACCRUED SICK LEAVE PAYABLE	1,646.81
20800 DEPOSITS ON HAND	0.00
20801 KEY DEPOSITS ON HAND	18,440.00
20802 PLUG DEPOSITS ON HAND	1,230.00
20803 SLIP DEPOSITS ON HAND	56,492.39
20804 STORAGE DEPOSITS	4,256.15
20805 CONF. ROOM DEPOSITS	0.00
20806 LEASE SECURITY DEPOSIT	102,198.42
20807 STORAGE DEPOSIT - REDWOOD DOCK	2,943.31
20808 WAIT LIST DEPOSIT	5,225.00
20809 HAUL OUT DEPOSIT	0.00
<b>Total 20800 DEPOSITS ON HAND</b>	<b>190,785.27</b>
22000 DEFERRED LEASE INCOME	0.00
24000 Ground Lease Deferred Income	0.00
24002 Groundlease Current Def Income	0.00
27201 Deferred Inflows - OPEB	3,223.00
28000 DEFERRED INCOME	163,450.39
28400 DEFERREDINCOMECalTrans Spartina	518,041.51
28402 DEFERREDINCOME CalTrans Eelgrass	117,983.00
28500 OTHER DEFERRED CREDITS	0.00
Payroll tax & Withholding Liab	
2100 PAYROLL LIABILITIES	76.09
21000 WAGE GARNISHES	372.46
2110 DIRECT DEPOSIT LIABILITIES	0.00
21100 FEDERAL WITHHOLDING TAX	5,229.30
2111 *DIRECT DEPOSIT LIABILITIES	0.01
21200 STATE WITHHOLDING TAX	2,473.51
21300 STATE UNEMPLOYMENT TAX	492.60
21400 SOCIAL SECURITY/MEDICARE TAX	0.00
21500 AFLAC	0.00
21600 PERS CARE/MEDICAL INSURANCE	0.00
21700 PERS RETIREMENT	5.60
21701 PERS DEFERRED COMPENSATION	0.00
21800 STATE DISABILITY INSURANCE	0.00
21900 UNION DUES DEDUCTIBLE	74.76

# Humboldt Bay Harbor, Recreation & Conservation Dis

## Balance Sheet

As of June 30, 2024

	TOTAL
<b>Total Payroll tax &amp; Withholding Liab</b>	<b>8,724.33</b>
Sales Tax Agency Payable	0.00
<b>Total Other Current Liabilities</b>	<b>\$1,477,145.81</b>
<b>Total Current Liabilities</b>	<b>\$2,115,039.01</b>
Long-Term Liabilities	
24001 Gound Lease Amortization	0.00
24003 Groundlease Current Offset	0.00
25000 DUE STATE OF CALIFORNIA	0.00
25100 NOTES PAYABLE- CMIA	0.00
25200 ENVIRONMENTAL REMEDIATION LIAB	0.00
25300 BOND PAYABLE - DEEP DREDGING	0.00
25400 Note Payable - No. Valley Bank	0.00
25500 OPEB Liability	169,351.00
25600 Note Payable-Coast Seafoods Co.	0.00
25700 BOND PAYABLE 2014 REFINANCING	1,269,869.77
25800 BBVA Loan Payable	908,007.88
25900 LESS CURRENT PORTION	-173,717.33
26000 CAPITAL LEASE PAYABLE	0.00
26100 Rate Stabilization Fund	5,454,000.00
27000 Net Pension Liability	1,408,435.00
27200 Deferred Inflows of PERS	115,823.00
27202 Deferred Inflows - Leases	3,545,298.00
<b>Total Long-Term Liabilities</b>	<b>\$12,697,067.32</b>
<b>Total Liabilities</b>	<b>\$14,812,106.33</b>
Equity	
3000 OPENING BALANCE EQUITY	0.00
30200 GOVT CONTRIBUTIONS MARINA	0.00
30201 ACCUM DEPR MARINA, EDA PORTION	0.00
30300 GOVT CNTRB/FL BOAT BLDG/RPR FAC	0.00
30301 ACCUM DEPR - FL BOAT BLDG & RPR	0.00
30400 GOVT CONTRIB - CA DEPT OF B&W	0.00
30401 ACCUM DEPR/SHELTER COVE B&W	0.00
30500 INVESTMENT IN FIXED ASSETS	9,225,775.07
30505 Change In Invest Fixed Assets	0.00
<b>Total 30500 INVESTMENT IN FIXED ASSETS</b>	<b>9,225,775.07</b>
30900 RESTRICTED FUND BALANCE	1,887,090.07
30901 Restricted Fd Bal-Curr Yr Chang	-1,439,396.41
<b>Total 30900 RESTRICTED FUND BALANCE</b>	<b>447,693.66</b>

# Humboldt Bay Harbor, Recreation & Conservation Dis

## Balance Sheet

As of June 30, 2024

	TOTAL
31200 GENERAL FUND BALANCE	1,083,842.61
31000 FUND BALANCE - TIDELANDS TRUST	-931,218.23
31100 Designated for General Fd Reser	0.00
31108 Designated Bal-Curr Yr Change	0.00
<b>Total 31100 Designated for General Fd Reser</b>	<b>0.00</b>
31201 General Fund-Change is Restrict	1,439,396.41
31205 General Fund Invest Fixed Asset	0.00
31208 General Fund Change in Designat	0.00
<b>Total 31200 GENERAL FUND BALANCE</b>	<b>1,592,020.79</b>
3900 RETAINED EARNINGS	-63.45
Net Income	803,942.19
<b>Total Equity</b>	<b>\$12,069,368.26</b>
<b>TOTAL LIABILITIES AND EQUITY</b>	<b>\$26,881,474.59</b>

# Humboldt Bay Harbor, Recreation & Conservation Dis

## Bill Payment List

June 2024

DATE	NUM	VENDOR	AMOUNT
10200.1 Cash in PNC, Checking			
06/05/2024	DD65	CalPERS Health	-16,288.65
06/05/2024	3142	Napa Auto Parts	-302.74
06/05/2024	3143	Solink Corporation	-155.00
06/05/2024	3145	Pacific Gas & Electric (8259-4)	-6,761.85
06/05/2024	3146	Scott Fuller	-150.00
06/05/2024	3147	Times-Standard, Tri-City Weekly	-86.68
06/05/2024	3148	Coastal Business Systems, Inc.	-527.94
06/05/2024	3149	Humboldt Bay Solar Fund LLC	-15,502.77
06/05/2024	3150	Matthews Paints	-76.98
06/05/2024	3151	Mission Uniform & Linen	-256.45
06/05/2024	3152	City of Eureka (Sewer)	-4,097.06
06/05/2024	3153	City of Eureka (Water)	-6,339.27
06/05/2024	3154	Wahlund Construction Inc.	-4,273.18
06/05/2024	3155	Eureka-Humboldt Fire Extinguisher Co.	-275.08
06/05/2024	3156	Pacific Gas & Electric (Non-Energy)	-854.29
06/05/2024	3157	Amazon Business (Invoices)	-570.73
06/05/2024	3159	Francotyp-Postalia	-145.66
06/05/2024	3160	Northern California Safety Consortium	-655.00
06/05/2024	3161	Advanced Security Systems	-223.50
06/05/2024	3162	314intermedia	-60.00
06/05/2024	3163	Alliant Insurance Services, Inc.	-19,613.59
06/05/2024	3165	State Water Resources Control Board	-501.01
06/05/2024	3166	K&L Gates LLP	-74.00
06/05/2024	3167	SHN Consulting Engineers & Geologists	-24,997.82
06/05/2024	3168	Thrifty Supply	-13.72
06/05/2024	3169	Humboldt Bay Municipal Water Dist.	-1,731.59
06/05/2024	3170	Redwood Community Action Agency	-21,948.23
06/05/2024	3171	B & B Portable Toilets	-133.44
06/05/2024	3172	Pierson Building Center	-588.19
06/05/2024	3173	Shafer's Ace Hardware (Harris)	-20.84
06/05/2024	3174	Eureka Oxygen Company	-137.48
06/05/2024	3175	California State Lands Commission	-765.42
06/14/2024	3176	Pacific Gas & Electric (3494-4)	-355.47
06/14/2024	3177	Pacific Gas & Electric (1906-4)	-2,765.23
06/14/2024	3178	Verizon Wireless	-416.67
06/14/2024	3179	Moffatt & Nichol	-374,627.82
06/14/2024	3180	County of Humboldt CAO - Econ Dev Division	-520.72
06/07/2024	ACH	CalPERS 457 Program	-275.00
06/21/2024	ACH	CalPERS 457 Program	-275.00
06/21/2024	ACH	PERS Unfunded Accrued Liab	-7,930.50
06/21/2024	3183	101Netlink	-380.00
06/21/2024	3184	Alber's Tractor & Ag Work	-2,608.00
06/21/2024	3185	California Redwood Co.	-832.73
06/21/2024	3186	California State Lands Commission	-102.48

# Humboldt Bay Harbor, Recreation & Conservation Dis

## Bill Payment List

June 2024

DATE	NUM	VENDOR	AMOUNT
06/21/2024	3187	CDIAC	-1,363.50
06/21/2024	3188	David L. Moonie & Co., LLP	-4,922.00
06/21/2024	3189	Englund Marine Supply	-336.84
06/21/2024	3190	Eureka Oxygen Company	-23.50
06/21/2024	3191	Hiley, Mindy	-15.00
06/21/2024	3192	Humboldt Bay Solar Fund LLC	-19,662.63
06/21/2024	3193	Mission Uniform & Linen	-307.75
06/21/2024	3194	Mitchell Law Firm, LLP	-2,542.50
06/21/2024	3195	Recology Eel River	-519.24
06/21/2024	3196	Recology Humboldt County (061218064)	-837.49
06/21/2024	3197	Recology Humboldt County (A0060000265)	-2,271.90
06/21/2024	3198	Roscoe & Associates, Cultural Resource Consultants	-3,000.00
06/21/2024	3199	SDRMA	-127,694.05
06/21/2024	3200	SHN Consulting Engineers & Geologists	-3,745.00
06/21/2024	3201	Tenera Environmental Inc.	-6,951.18
06/21/2024	3202	Tony Gosselin & Sons	-402.56
06/21/2024	3203	Wiyot Tribe	-4,047.10
06/20/2024	3204	Humboldt Waste Management Authority	-20.92
06/20/2024	3205	Shelter Cove Fishing Preservation Inc	-2,083.33
06/20/2024	3206	Shelter Cove Resort Improvement District	-259.54
06/20/2024	3207	StewTel, Inc.	-345.23
06/20/2024	3208	Valley Pacific Petroleum Services, Inc	-1,356.84
06/28/2024	DD	Provolt, Robert	-2,426.10
06/28/2024	DD	Howser, Suzie	-757.82
06/28/2024	DD	Mell, Doug	-757.82
06/21/2024	ACH07052024-3	Francotyp-Postalia	-300.00
<b>Total for 10200.1 Cash in PNC, Checking</b>			<b>\$ -706,167.62</b>



# Humboldt Bay Harbor, Recreation & Conservation Dis

## Profit and Loss

June 2024

	TOTAL	
	JUN 2024	MAY 2024 (PP)
<b>Income</b>		
47019 Returned Check Charges		35.00
52708.1 Discount	29.31	76.69
<b>Dredging Revenue</b>		
41318 Dredging Surcharge - T	20,313.99	17,613.41
<b>Total Dredging Revenue</b>	<b>20,313.99</b>	<b>17,613.41</b>
<b>Fees</b>		
40108 PERMITS-T	300.00	2,750.00
41818 Late Charges/Interest - T	3,200.00	5,050.00
41819 Late Charges/Interest - NT		25.00
45608 Chevron - Ports O&M - T	8,087.50	
<b>Total Fees</b>	<b>11,587.50</b>	<b>7,825.00</b>
<b>Float Replacement Account</b>		
41418 Float Replacement	6,413.99	5,509.84
<b>Total Float Replacement Account</b>	<b>6,413.99</b>	<b>5,509.84</b>
<b>Grant Revenue</b>		
<b>Conservation Grants</b>		
45208.3 Conservation Grants, Gov't - T	21,710.03	
<b>Total Conservation Grants</b>	<b>21,710.03</b>	
<b>Harbor Grants</b>		
45208.1 Harbor Grants, Gov't - T	1,100,807.57	
<b>Total Harbor Grants</b>	<b>1,100,807.57</b>	
<b>Total Grant Revenue</b>	<b>1,122,517.60</b>	
<b>Harbor Surcharge</b>		
40908 Harbor Improvement Surcharge-T	2,370.00	5,438.00
<b>Total Harbor Surcharge</b>	<b>2,370.00</b>	<b>5,438.00</b>
<b>Interest Revenue</b>		
43108 Interest Income - T	12,795.93	4,392.46
43109 Interest Income - NT	25,930.00	583.33
<b>Total Interest Revenue</b>	<b>38,725.93</b>	<b>4,975.79</b>
<b>Other Revenue</b>		
45908 Other Revenue - T		2.00
45909 Other Revenue - NT	40,061.51	10,270.20
<b>Total Other Revenue</b>	<b>40,061.51</b>	<b>10,272.20</b>
<b>Rent Income</b>		
40218 Slip Rents - T	50,285.35	40,892.06
40318.1 Transient Rentals - T	1,930.61	1,093.93
40519 Equipment Rent - NT	110.00	600.00
40809 Yard Rent - NT	1,021.20	1,021.20
41108 Rents, Tidelands Leases - T	24,328.36	15,763.93

# Humboldt Bay Harbor, Recreation & Conservation Dis

## Profit and Loss

June 2024

	TOTAL	
	JUN 2024	MAY 2024 (PP)
41309 Storage - NT	3,855.86	6,780.71
41409 Upland Rent - NT	84,072.46	82,919.16
<b>Total Rent Income</b>	<b>165,603.84</b>	<b>149,070.99</b>
Sales		
40119 Concession Sales - NT	526.25	763.25
<b>Total Sales</b>	<b>526.25</b>	<b>763.25</b>
Tax Revenue		
43509 Property Tax Revenues	216,863.55	110,000.00
<b>Total Tax Revenue</b>	<b>216,863.55</b>	<b>110,000.00</b>
Utility Surcharge		
40409 Utility Surcharge - NT	4,224.68	3,154.74
40418 Utility Surcharge, Marina Dock	4,885.51	5,192.02
<b>Total Utility Surcharge</b>	<b>9,110.19</b>	<b>8,346.76</b>
<b>Total Income</b>	<b>\$1,634,123.66</b>	<b>\$319,926.93</b>
<b>GROSS PROFIT</b>	<b>\$1,634,123.66</b>	<b>\$319,926.93</b>
Expenses		
57018 Bank Service Charges	450.72	545.24
Accounting/Auditing Services		
52500 Accounting Fees - T	1,782.00	3,691.50
52508 Accounting Fees - NT	594.00	1,230.50
<b>Total Accounting/Auditing Services</b>	<b>2,376.00</b>	<b>4,922.00</b>
Advertising & Promotion		
51008 Advertising & Promotion - T	86.68	86.68
<b>Total Advertising &amp; Promotion</b>	<b>86.68</b>	<b>86.68</b>
Bad Debts		
51308 Bad Debts - T	50,472.69	
<b>Total Bad Debts</b>	<b>50,472.69</b>	
Communications		
51400 Communications - NT	969.29	967.94
51408 Communications - T	172.61	171.27
<b>Total Communications</b>	<b>1,141.90</b>	<b>1,139.21</b>
Conference & Meetings		
51500 Conferences & Meetings - NT	1,504.63	1,716.12
<b>Total Conference &amp; Meetings</b>	<b>1,504.63</b>	<b>1,716.12</b>
Dredging Expense		
55608 Dredging Expense - T	-196,823.61	
56708 Dredging - GT	-573,538.75	250.00
56718 Dredging - MT	-918,528.75	
<b>Total Dredging Expense</b>	<b>-1,688,891.11</b>	<b>250.00</b>

# Humboldt Bay Harbor, Recreation & Conservation Dis

## Profit and Loss

June 2024

	TOTAL	
	JUN 2024	MAY 2024 (PP)
Dues, Subscriptions & Licences		
51600 Dues & Subscriptions - NT	1,351.50	3,096.88
51608 Dues & Subscriptions - T	1,351.49	3,096.87
<b>Total Dues, Subscriptions &amp; Licences</b>	<b>2,702.99</b>	<b>6,193.75</b>
Elections & Government Fees		
51700 Elections & Prop Tax Assess-NT	15,206.50	
<b>Total Elections &amp; Government Fees</b>	<b>15,206.50</b>	
Engineering Services		
52400 Engineering Fees - NT	13,820.55	24,747.82
52408 Engineering Fees - T		
<b>Total Engineering Services</b>	<b>13,820.55</b>	<b>24,747.82</b>
Fuel		
50400 IMPUTED AUTO VALUE G/A (deleted)		60.00
51200 Automotive, Fuel- NT	0.00	673.62
51208 Vessel Fuel		250.92
51218 Automotive, Fuel - T		678.42
<b>Total Fuel</b>	<b>0.00</b>	<b>1,662.96</b>
Grant Expenses		
Conservation Grant Expenses		
54408.3 Conservation Grant Exp	21,710.03	
<b>Total Conservation Grant Expenses</b>	<b>21,710.03</b>	
Harbor Grant Expenses		
54408.1 Harbor Grant Exp	1,003,915.47	385,619.68
<b>Total Harbor Grant Expenses</b>	<b>1,003,915.47</b>	<b>385,619.68</b>
Recreation Grant Expenses		
54408.2 Recreation Grant Exp	121,843.92	25,766.50
<b>Total Recreation Grant Expenses</b>	<b>121,843.92</b>	<b>25,766.50</b>
<b>Total Grant Expenses</b>	<b>1,147,469.42</b>	<b>411,386.18</b>
Insurance		
51800 Insurance - NT	13,854.26	11,428.16
<b>Total Insurance</b>	<b>13,854.26</b>	<b>11,428.16</b>
Interest Expense		
55108 Interest Expense - T		4,156.00
55109 Interest Expense - NT		7,624.00
<b>Total Interest Expense</b>		<b>11,780.00</b>
Legal Services		
52300 Legal Fees - NT	11,936.22	3,372.38
52308 Legal Fees - T	690.62	635.62
<b>Total Legal Services</b>	<b>12,626.84</b>	<b>4,008.00</b>

# Humboldt Bay Harbor, Recreation & Conservation Dis

## Profit and Loss

June 2024

	TOTAL	
	JUN 2024	MAY 2024 (PP)
Maintenance - Equipment		
51209 Automotive, Repairs - NT	1,088.80	1,261.72
52710 Repairs & Maint, Equip - NT	13.06	
52718 Repairs & Maint, Equip - T		307.79
<b>Total Maintenance - Equipment</b>	<b>1,101.86</b>	<b>1,569.51</b>
Maintenance - Facilities		
52708 Repairs & Maint, Facilities - T	3,075.33	86,556.51
52719 Repairs & Maint, Facilities - N	5,639.87	6,897.35
<b>Total Maintenance - Facilities</b>	<b>8,715.20</b>	<b>93,453.86</b>
Maintenance - IT		
57008 Maintenance, IT Equip - T	666.00	442.50
57009 Maintenance, IT Equip - NT	287.50	287.50
<b>Total Maintenance - IT</b>	<b>953.50</b>	<b>730.00</b>
Maintenance Supplies		
52010 Maintenance Supplies - NT	1,606.92	1,755.56
<b>Total Maintenance Supplies</b>	<b>1,606.92</b>	<b>1,755.56</b>
Office Supplies		
51900 Office Supplies - NT	4,281.38	4,908.16
51908 Office Supplies - T	364.40	1,621.70
<b>Total Office Supplies</b>	<b>4,645.78</b>	<b>6,529.86</b>
Other Professional/Outside Serv		
52109 Outside Services, Other - NT	3,015.00	700.00
52118 Outside Services, Other - T	0.00	0.00
<b>Total Other Professional/Outside Serv</b>	<b>3,015.00</b>	<b>700.00</b>
Payroll Expenses		3.50
Permits		
51610 Permits - NT		501.01
<b>Total Permits</b>		<b>501.01</b>
Personnel Expenses		
Payroll Burden		
50500 Payroll Benefits, Other - NT	14,799.19	24,820.59
50508 Payroll Benefits, Other - T	3,874.34	7,017.54
6560 Workers' Comp	3,309.54	3,233.00
<b>Total Payroll Burden</b>	<b>21,983.07</b>	<b>35,071.13</b>
Salaries/Wages		
50100 Salaries & Wages - NT	47,369.38	67,740.01
<b>Total Salaries/Wages</b>	<b>47,369.38</b>	<b>67,740.01</b>
<b>Total Personnel Expenses</b>	<b>69,352.45</b>	<b>102,811.14</b>

# Humboldt Bay Harbor, Recreation & Conservation Dis

## Profit and Loss

June 2024

	TOTAL	
	JUN 2024	MAY 2024 (PP)
Planning Services		
52200 Planning Fees - NT		8,600.00
52208 Planning Fees - T		600.00
<b>Total Planning Services</b>		<b>9,200.00</b>
Rent Expense		
54308 Redwood Terminal 2 Lease Expens	497.66	765.42
<b>Total Rent Expense</b>	<b>497.66</b>	<b>765.42</b>
Small Tools		
52800 Small Tools - NT	21.84	
<b>Total Small Tools</b>	<b>21.84</b>	
Utilities		
52909 Utilities - NT	47,541.00	20,958.54
52918 Utilities - T	5,248.46	4,918.39
53000 Water, Sewer, & Refuse - NT	16,702.29	10,512.93
53008 Water, Sewer, & Refuse - T	10,469.30	5,318.16
<b>Total Utilities</b>	<b>79,961.05</b>	<b>41,708.02</b>
<b>Total Expenses</b>	<b>\$ -257,306.67</b>	<b>\$739,594.00</b>
NET OPERATING INCOME	<b>\$1,891,430.33</b>	<b>\$ -419,667.07</b>
NET INCOME	<b>\$1,891,430.33</b>	<b>\$ -419,667.07</b>

**COMMISSIONERS**

- 1<sup>st</sup> Division: Aaron Newman
- 2<sup>nd</sup> Division: Greg Dale
- 3<sup>rd</sup> Division: Stephen Kullmann
- 4<sup>th</sup> Division: Craig Benson
- 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**  
**October 10, 2024**

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

**FROM:** Rob Holmlund, Development Director

**DATE:** October 2, 2024

**TITLE:** Consider Accepting Application for Filing for Harbor District Permit 2024-04: Humboldt Bay Regional Spartina Eradication Plan Continued Implementation

**STAFF RECOMMENDATION:** Staff recommends that the Board: Accept Permit Application 2024-04 for filing.

**SUMMARY:** The Humboldt Bay Regional Spartina Eradication Plan (Regional Plan) provides a framework for eradicating invasive *Spartina densiflora* (dense-flowered cordgrass) at a regional level using a coordinated strategic approach that has been underway since the early 2000s. The Regional Plan continues to be effectively implemented. The existing Harbor District Permit 2014-05 for this project expires on 12/18/2024. The Project remains consistent with the approved project description. This application requests a new Harbor District Permit for the ongoing project activities as fully described in the Regional Plan.

Consistent with District Ordinances and the Harbors and Navigation Code, this is a procedural step to accept a permit application to conduct physical improvements within the waters of Humboldt Bay. If the Board chooses to accept the filing of this permit, staff will follow standard procedures to review and evaluate the project. Following that analysis, the project will come before the Board with a staff recommendation for or against approval.

**DISCUSSION:**

The Humboldt Bay Regional Invasive Spartina Eradication Project is a collaborative effort aimed at removing *Spartina* to restore and protect sensitive tidal marsh habitats in the region. Coordinated by the Humboldt Bay Harbor, Recreation, and Conservation District, the project involves partnerships with the Wiyot Tribe, Caltrans, Humboldt Bay National Wildlife Refuge, the City of Arcata, Redwood Community Action Agency (RCAA), the State Coastal Conservancy, and other stakeholders. These groups continue to work together to remove the invasive *Spartina* from tidal marshes around Humboldt Bay.

The invasive *Spartina* has infested significant portions of the tidal marshes (as much as 90% of Humboldt Bay’s remnant salt marshes were affected in 2001), excluding native plant species, disrupting the benthic macroinvertebrate community, reducing primary productivity, and threatening to transform vital mudflats into salt marsh. The removal of *Spartina* is critical for preserving native biodiversity, preventing further habitat degradation,

and protecting crucial foraging areas for shorebirds and waterfowl. The Regional Plan has been successfully implemented over the past 10 years in tidal marshes, and, to a much lesser extent, mudflats of Humboldt Bay, the Eel River estuary, and the Mad River estuary. Site-specific plans for each of the proposed treatment areas in any given year are developed and include a description of the specific measures that will assure the restoration of native tidal marsh plant species in the treatment area, and how the mitigation measures detailed in the Final PEIR and special conditions of the CDP will be implemented at each location.

The project uses a combination of mechanical and chemical treatments, including specialized equipment like brush cutters and an amphibious Marsh Master, to remove *Spartina* from these areas. In 2013, a Programmatic Environmental Impact Report (PEIR) was developed and certified to streamline permitting and facilitate efficient eradication efforts. The PEIR project area (the Management Area) is the Humboldt Bay region which is defined as the area spanning from the Mad River to the north, the Eel River delta to the south, and includes the mouths of rivers, sloughs, estuaries, and tidal channels within Humboldt Bay. Key areas of concern include Eel River Estuary, Mad River Estuary, Mad River Slough, McDaniel Slough, Jacoby Creek, Eureka Slough, Salmon Creek, Hookton Slough, and the Salt River. The Humboldt Bay Regional *Spartina* Eradication Plan Application will be available on the Harbor District website: <https://humboldtbay.org/public-notice-announcements-information>.

Additional Project information is available at the following links:

- Humboldt Bay Regional *Spartina* Eradication Plan: [http://humboldtbay.org/sites/humboldtbay.org/files/HB\\_Invasive\\_Spartina\\_Eradication\\_Plan.pdf](http://humboldtbay.org/sites/humboldtbay.org/files/HB_Invasive_Spartina_Eradication_Plan.pdf)
- CEQA EIR documents for “Humboldt Bay Regional Invasive *Spartina* Control and Native Salt Marsh Restoration”: <https://ceqanet.opr.ca.gov/2011012015/2>



COMMISSIONERS  
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Stephen Kullmann  
4<sup>th</sup> Division  
Richard Marks  
5<sup>th</sup> Division  
Patrick Higgins

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**Harbor, Recreation and Conservation District**  
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**STAFF REPORT**  
**HARBOR DISTRICT MEETING**  
**October 10, 2024**

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

**FROM:** Rob Holmlund, Development Director

**DATE:** October 4, 2024

**TITLE:** Consider Approval of a Contract with the Federal Maritime Administration (MARAD) to Receive a \$8,672,986 Grant for the Redwood Marine Heavy Lift Marine Terminal Project

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**STAFF RECOMMENDATION:** Authorize the Executive Director to sign the funding agreement with MARAD.

**SUMMARY:** On 4/6/23 the Board adopted Harbor District Resolution 2023-07, which authorized the District to submit an application to the Federal PIDP program and authorized the expenditure of matching funds (to be drawn from the \$10.45M CEC grant). On 4/28/24, the District submitted the authorized PIDP grant application. On 11/9/23, the District was awarded the PIDP grant. The District now needs to enter into a grant agreement with MARAD.

**DISCUSSION:** The State’s FY 21/22 budget included an allocation of \$10,450,000 to the Harbor District to be used for “port development in the County of Humboldt to allow for offshore wind energy.” A portion of those funds are designated to be used as a “pledge as matching funds in the District’s applications for federal funds for the Humboldt port offshore wind upgrade.” Based on Resolution 2023-07, the District pledged \$2,253,074 of those funds to match a \$8,672,986 grant to the Federal Maritime Administration (MARAD). The District was awarded that federal grant and has completed all procedural requirements to initiate the spending of that grant, including the issuance of a competitive RFQ and the competitive selection of Moffatt & Nichol to complete the project. The Board authorized the Executive Director to enter into a contract with Moffatt & Nichol. The only step remaining is to authorize the Executive Director to sign the grant agreement with MARAD.



COMMISSIONERS

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Eureka, California 95502-1030



**STAFF REPORT**  
**HARBOR DISTRICT MEETING**  
**October 10, 2024**

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

**FROM:** Rob Holmlund, Development Director

**DATE:** October 2, 2024

**TITLE:** Receive Status Update Regarding Humboldt Bay Offshore Wind Heavy Lift Marine Terminal Project

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**STAFF RECOMMENDATION:** Receive report and provide direction.

**SUMMARY:** The Board has requested a monthly update regarding the Humboldt Bay Offshore Wind Heavy Lift Marine Terminal Project. Updates may include the project schedule, budget, funding opportunities, tasks completed, tasks underway, upcoming tasks, community engagement, and the latest overall project strategy. This report will provide an update for October 2024.

COMMISSIONERS

1<sup>st</sup> Division

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



**STAFF REPORT**  
**HARBOR DISTRICT MEETING**  
**October 10, 2024**

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

**FROM:** Rob Holmlund, Development Director

**DATE:** October 2, 2024

**TITLE:** Cancellation of Special Meeting Scheduled for 11/20/24 Regarding Harbor District Permit Application 2024-01 Due to Withdrawn Application

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**STAFF RECOMMENDATION:** Staff recommends that the Board cancel the special meeting scheduled for 11/20/24 regarding Harbor District Permit Application No. 2024-01 due to withdrawn application.

**SUMMARY:** An applicant applied for a District permit (No. 2024-01) to repair a fallen billboard. The permit application went before the Board on 8/28/24. The Board members that were present voted to require additional environmental review and to continue the meeting until 11/20/24. On 8/29/24, the applicant called District staff and verbally withdrew the application, which eliminates the need for the scheduled special meeting on 11/20/24.

COMMISSIONERS  
1<sup>st</sup> Division  
Aaron Newman  
2<sup>nd</sup> Division  
Greg Dale  
3<sup>rd</sup> Division  
Stephen Kullmann  
4<sup>th</sup> Division  
Craig Benson  
5<sup>th</sup> Division  
Patrick Higgins

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**STAFF REPORT**  
**HARBOR DISTRICT MEETING**  
**October 10, 2024**

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

**FROM:** Chris Mikkelsen, Executive Director

**DATE:** October 3, 2024

**TITLE: Authorize the extension of the Real Property Lease with Redwood Restaurants for a period of Ten (10) additional years**

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**STAFF RECOMMENDATION:** Staff recommends that the Board authorize an extension of the Real Property Lease with Fresh Freeze Supply, Inc for ten (10) additional years.

**SUMMARY:** Fresh Freeze Supply, Inc dba Café Marnina has been an anchor tenant on Woodley Island since the beginning. Over the past several decades, Café Marina has presented a prominent casual dining option for our community while routinely investing in tenant improvements and the overall facility.

**DISCUSSION:** Whereas the Café Marina is a community staple, and the café has been in continuous operation for four decades, the owner has expressed a desire to remodel and modernize the restaurant. Such improvements will occur in phases over the 2025 calendar year, with a proposed commencement in January. The investment committed by the operator totals \$100,000.00 and involves significant equipment and facility upgrades.

**ATTACHMENTS**

- A.** Amendment to Extend Term



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**AGREEMENT TO RENEW LEASE**

THIS LEASE AGREEMENT AND SEVENTH AMENDMENT TO LEASE originally dated 9/15/1981 is made effective October 1, 2024, between the HUMBOLDT BAY HARBOR, RECREATION AND CONSERVATION DISTRICT, a California public entity, hereinafter referred to as "LESSOR" and FRESH FREEZE SUPPLY, INC. a corporation, hereinafter referred to as "LESSEE."

The Parties agree as follows:

The term of the Lease and previous Amendments is hereby extended and renewed for Ten (10) years commencing October 1, 2024.

LESSEE agrees that during the first 2 years of the extended term, it shall cause to be made at least \$100,000.00 in improvements to the leased premises. LESSEE shall seek the prior approval of LESSOR before commencing any such improvements and shall account to LESSOR the expenditures made hereunder.

All other terms and conditions of the original Lease dated September 15, 1981, as amended, shall remain in full force and effect.

LESSEE:

FRESH FREEZE SUPPLY, INC.

By: \_\_\_\_\_

Title: \_\_\_\_\_

Dated: \_\_\_\_\_

LESSOR:

HUMBOLDT BAY HARBOR, RECREATION  
AND CONSERVATION DISTRICT

By: \_\_\_\_\_

Title: \_\_\_\_\_

Dated: \_\_\_\_\_

COMMISSIONERS  
1<sup>st</sup> Division  
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**STAFF REPORT – HARBOR DISTRICT MEETING**  
**October 10, 2024**

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

**FROM:** Chris Mikkelsen, Executive Director

**DATE:** October 3, 2024

**TITLE:** Consider Adopting Resolution 2024-09, A Resolution to Authorize the Execution of a Grant Agreement and Accept Funds From the California Natural Resources Agency Department of Parks and Recreation Division of Boating and Waterways for the Surrendered and Abandoned Vessel Exchange Program

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**STAFF RECOMMENDATION:** Staff recommends that the Board Adopt Resolution 2024-09 and authorize the Executive Director to execute a grant agreement with the California Natural Resources Agency, Division of Boating and Waterways.

**SUMMARY:** Abandoned, surrendered, and derelict vessels are in harbors and waters throughout California; Humboldt Bay is no exception. Periodically, vessels are eligible for funding under the SAVE Grant program to be removed, stripped of recyclables, and then the remainder adequately disposed of. The Harbor District has partnered with the City of Eureka with support from the Humboldt County Sheriff's Office, California Department of Fish & Wildlife, and the United States Coast Guard for many years to remove abandoned and surrendered vessels from local waterways. In the most recent offering, the District has been awarded a SAVE 24 Grant in the amount of \$30,000.

**ATTACHMENTS:**

- A. Resolution 2024-09

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

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**RESOLUTION NO. 2024-09**

**A RESOLUTION TO AUTHORIZE THE EXECUTION OF A GRANT AGREEMENT AND  
ACCEPT FUNDS FROM THE CALIFORNIA NATURAL RESOURCES AGENCY DEPARTMENT  
OF PARKS AND RECREATION DIVISION OF BOATING AND WATERWAYS FOR THE  
SURRENDERED AND ABANDONED VESSEL EXCHANGE PROGRAM**

**WHEREAS**, the State of California Harbors and Navigation Code section 525 authorizes the California Natural Resources Agency Department of Parks and Recreation Division of Boating and Waterways ("DBW") to appropriate funds for the Abandoned Watercraft Abatement Fund and the Vessel Turn-In Program. The Abandoned Watercraft Abatement Fund and the Vessel Turn-In Program have been combined into the Surrendered and Abandoned Vessel Exchange ("SAVE") Grant Program;

**WHEREAS**, the Humboldt Bay Harbor, Recreation and Conservation District ("District") owns and operates the Woodley Island Marina, Fields Landing Boat Yard, Redwood Marine Terminals I and II, and King Salmon Fisherman's Channel, and is a qualified local government agency with jurisdiction over navigable waters in California eligible for grant funding under the SAVE Program;

**WHEREAS**, there are currently abandoned, surrendered and/or derelict vessels located at District facilities eligible under the SAVE Grant;

**WHEREAS**, in April 2024 the District submitted an application to the SAVE Program for funding to appropriately dispose of up to six (6) of those vessels;

**WHEREAS**, the DBW has awarded a SAVE grant to the District in the amount of \$30,000 for the removal and appropriate disposal of surrendered and abandoned vessels; and

**WHEREAS**, the procedures established by the DBW require a resolution from the District authorizing the execution of the SAVE Grant Agreement.

**NOW, THEREFORE, BE IT RESOLVED** that the Board of Commissioners of the Humboldt Bay Harbor, Recreation and Conservation District hereby:

1. Accepts the award of a SAVE Program Grant in the amount of \$30,000 from the California Natural Resources Agency Department of Parks and Recreation Division of Boating and Waterways.
2. Certifies that the District has reviewed, understands, and agrees to the provisions contained in the grant agreement.
3. Delegates the authority to the Executive Director, or his designee, to execute the grant agreement and any subsequent amendments with the

State of California for the purposes of this grant, and to execute all other documents needed in connection with the SAVE Grant

Program; and

4. Authorizes a 10% cash or in-kind contribution of District Funds in the amount of \$3,000.

**PASSED AND ADOPTED** by the Board of Commissioners of the Humboldt Bay Harbor, Recreation and Conservation District at a duly called meeting held on the **10th day of October 2024**, by the following polled vote:

**AYES:**

**NOES:**

**ABSENT:**

**ATTEST:**

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**GREG DALE, President**  
**Board of Commissioners**

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**AARON NEWMAN, Secretary**  
**Board of Commissioners**

**CERTIFICATE OF SECRETARY**

The undersigned, duly qualified and acting Secretary of the HUMBOLDT BAY HARBOR, RECREATION AND CONSERVATION DISTRICT, does hereby certify that the attached Resolution is a true and correct copy of RESOLUTION NO. **2024-09** entitled,

**A RESOLUTION TO AUTHORIZE THE EXECUTION OF A GRANT AGREEMENT AND ACCEPT FUNDS FROM THE CALIFORNIA NATURAL RESOURCES AGENCY DEPARTMENT OF PARKS AND RECREATION DIVISION OF BOATING AND WATERWAYS FOR THE SURRENDERED AND ABANDONED VESSEL EXCHANGE PROGRAM**

as regularly adopted at a legally convened meeting of the Board of Commissioners of the HUMBOLDT BAY HARBOR, RECREATION AND CONSERVATION DISTRICT, duly held on the **10th day of October 2024**; and further, that such Resolution has been fully recorded in the Journal of Proceedings in my office and is in full force and effect.

IN WITNESS WHEREOF, I have hereunto set my hand this **10<sup>th</sup> day of October 2024**.

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**AARON NEWMAN, Secretary**  
**Board of Commissioners**