

Board Of Harbor Commissioners

Crescent City Harbor District

15 June 2021

Regular Harbor Commission Meeting



Regular Meeting

Board of Harbor Commissioners of the Crescent City Harbor District

Brian Stone, President Wes White, Secretary
Harry Adams, Commissioner; Rick Shepherd, Commissioner; Gerhard Weber , Commissioner

AGENDA

Date: Tuesday, June 15, 2021

Time: Open Session 2:00 p.m.

Closed Session following Open Session

Place: Remote Meeting via Zoom Webinar

This meeting will be conducted pursuant to the provisions of the Governor’s Executive Order N-29-20 re: Coronavirus-19, which suspends certain requirements of the Ralph M. Brown Act (“Brown Act”). In an effort to protect public health and prevent the spread of COVID-19, the Board of Harbor Commissioners meeting on April 20, 2021, will be conducted via webinar and telephonically.

Link for Zoom Webinar: <https://us02web.zoom.us/j/82717545424?pwd=aExZeTRuL0VreFVEZGwwUR2TEpIdz09>

Please enter passcode: 182536

Call to Order

Roll Call

Pledge of Allegiance

Public Comment

This portion of the Agenda allows the public to comment to the Board on any issue not itemized on this Agenda, however, the Board may not take action or engage in discussion on any item that does not appear on the Agenda. Periods when public comments are allowed, Harbor Commissioners will allow attendees to submit questions and/or comments using the Zoom in-meeting chat function. The Harbor Commission asks that members of the public keep questions and comments succinct and relevant.

REGULAR SESSION

1. Consent Calendar

Consent Calendar items are considered routine and will be approved by one Motion, with no separate discussion prior to voting. The public, staff, or members of the Harbor Commission may request specific items be removed from the Consent Agenda for separate consideration or action.

- a. Approval of the Meeting Minutes of the Harbor Commission for the May 18, 2021 Regular Meeting.**
- b. Approval of the Meeting Minutes of the Harbor Commission for the June 1, 2021 Regular Meeting.**
- c. Approval of Warrant List from May 28, 2021 through June 10, 2021.**

2. New Business

- a. Presentation from Friends of the Harbor about placement and upkeep of large flower pots along Citizen's Dock Rd**
- b. Discuss and vote to approve new worker's compensation insurance carrier for the Crescent City Harbor District**
- c. Review of Draft Budget for FY 2021-2022**

3. Unfinished Business

- a. Solar Project Update**
- b. Schmidt's House of Jambalaya Music Event Update**
- c. Secure System for Access to Harbor District Restrooms Update**
- d. Ordinance Project Update**

4. Communications and Reports

- a. Financial Reports: Account Balances, Profit & Loss Statements, Accounts Receivable Report**
- b. CEO/Harbormaster Reports**
- c. Harbor Commissioner Reports**

5. Adjourn to Closed Session

CLOSED SESSION

- a. CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION
(Government Code section 54956.9(d)(4))
Number of Cases: 1

- b. CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION
(Government Code section 54956.9(d)(4))
Crescent City Harbor District v. Dutra et al.
Sacramento Superior Court Case No.: 34-2017-00215044-CU-BC-GDS

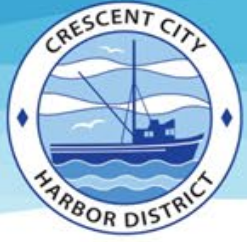
6. Adjourn Closed Session

7. Report out of Closed Session

8. ADJOURNMENT

Adjournment of the Board of Harbor Commissioners will be until the next meeting scheduled for Tuesday, July 6 2021, at 2 p.m. PDT. Until the Governor rescinds Executive Order N-29-20, all Harbor Commission meetings will be held via Zoom Web Conferencing. Access code for public participation can be found in the meeting notice posted on the Harbor District website or on the Harbor bulletin board at 101 Citizens Dock Road.

The Crescent City Harbor District complies with the Americans with Disabilities Act. Upon request, this agenda will be made available in appropriate alternative formats to person with disabilities, as required by Section 12132 of the Americans with Disabilities Act of 1990 (42 U.S.C. §12132). Any person with a disability who requires modification in order to participate in a meeting should direct such request to (707) 464-6174 at least 48 hours before the meeting, if possible.



1. Consent Calendar

Consent Calendar items are considered routine and will be approved by one Motion, with no separate discussion prior to voting. The public, staff, or members of the Harbor Commission may request specific items be removed from the Consent Agenda for separate consideration or action.

- a. Approval of the Meeting Minutes of the Harbor Commission for the May 18, 2021 Regular Meeting.**
- b. Approval of the Meeting Minutes of the Harbor Commission for the June 1, 2021 Regular Meeting.**
- c. Approval of Warrant List from May 28, 2021 through June 10, 2021.**

Public Comment?



Regular Meeting Minutes of the Board of Harbor Commissioners of the Crescent City Harbor District	
Harbor District Office, 101 Citizens Dock Road Crescent City, CA 95531	May 18, 2021 2:00 p.m.

Board of Harbor Commissioners of the Crescent City Harbor District

MINUTES

Regular Meeting, Tuesday May 18, 2021 at 2:00 P.M.

CALL TO ORDER: 2:00 PM

ROLL CALL:

<i>PRESENT:</i>	<i>President</i>	BRIAN STONE
	<i>Secretary</i>	WES WHITE
	<i>Commissioner</i>	RICK SHEPHERD
	<i>Commissioner</i>	HARRY ADAMS
	<i>Commissioner</i>	GERHARD WEBER

ABSENT: NONE

QUORUM: YES

PLEDGE OF ALLEGIANCE:

PUBLIC COMMENT: Gerry Hemmingsen, Supervisor for District 4 of the Del Norte County Board of Supervisors, addressed the Board and expressed support for Fashion Blacksmith as an essential service provider in the Harbor. Supervisor Hemmingsen encouraged the Board to expand its recruitment process for a new Harbormaster. President Stone addressed the concerns expressed by Supervisor Hemmingsen, and assured him that the Board had just recently renewed its lease agreement with Fashion Blacksmith. With regard to the Harbormaster position, President Stone explained that the Board intended to give serious consideration to promoting Tim Petrick into the position.

Another individual, identifying herself as Annie, provided public comment and described her experience as a CCHD marina tenant. Annie suggested that security gates would be helpful to

alleviate the threat from trespassers on vessels. President Stone pledged to consider the issue at an upcoming meeting.

Melodee Mitchell, Executive Director of the Del Norte Child Care Council, addressed the Board and expressed support for the music event being planned by Michael Schmidt for the 4th of July holiday.

Roger Gitlin addressed the Board and expressed concern over the use of funds provided to the Harbor from the Del Norte County Transient Occupancy Tax (“TOT”). He also expressed concern over the cost of the solar power project that was recently completed. President Stone responded by explaining that the TOT was only used for specific purposes authorized by a voter ballot initiative. The first purpose was to repay a loan with the USDA that was incurred as a result of the 2011 tsunami that damaged the Harbor. The second purpose was to fund maintenance projects throughout the Harbor, as designated by the Board. With regard to the solar project, President Stone explained that the project was completely funded by outside investment. The Harbor realized a savings on energy cost without having to make any capital investment and without having to perform any ongoing maintenance.

Ted Long, owner of Fashion Blacksmith, addressed the Board and explained that his company had invested over \$98,000 to refurbish a syncrolift and transfer dock in 2020. In addition to that expenditure, regular maintenance averages between \$60,000 and \$80,000 per year. Mr. Long expressed his dissatisfaction that Fashion Blacksmith had not been granted financial relief during the COVID-19 pandemic and that the Harbor does not have a dredge permit.

Upon finding there were no further members of the public who desired to comment, President Stone moved the discussion to the next agenda item.

1) CONSENT CALENDAR

(1A) Approval of the Warrant List from May 14, 2021 through May 27, 2021.

Commissioner White **moved** to approve the warrant list. Commissioner Shepherd **seconded** the motion. President Stone then opened up public comment on the agenda item. No members of the public commented on the agenda item. President Stone then moved the discussion back to the Board.

POLLED VOTE was called, **MOTION CARRIED.**

Ayes: ADAMS, WHITE, SHEPHERD, WEBER, STONE / *Nays:* NONE

Absent: NONE / *Abstain:* NONE

2) NEW BUSINESS

(2A) Presentation by Lynnette Braillard on behalf of the Crescent City Chamber of Commerce. Presentation of Visit Del Norte County's Annual Marketing Update for April 2020 through April 2021.

Lynnette Braillard addressed the Board and explained that over the past year, 7.2 million digital impressions had been made on the website <https://visitdelnortecounty.com/>. Ms. Braillard then

explained other promotional efforts, including: email campaigns, print media, search engine optimization, and subscriber newsletters. Marketing success was being measured using several key performance indicators (KPIs), including: lodging tax collection, sales tax collection, website traffic, social media impressions, information requests, and visitor center traffic. KPIs had indicated very exciting success. For example, over the past fiscal year (ending April 2021), there had been a 900% increase in web search impressions. Additionally, the click-through rate had been 3.2%, which was over three times the travel industry average of 0.9%. Approximately 26,000 people clicked-through to request visitor information. Lodging tax collection was up 44%.

(2B) Review and vote to approve music event hosted by House of Jambalaya owner Mike Schmidt. Mr. Schmidt has submitted an application to plan and host a music event on Whaler Island for Friday July 2nd.

Interim CEO/Harbormaster Tim Petrick explained plans were underway for a live music event that would include a stage and musical acts on Whaler Island. Mr. Schmidt submitted an application for a permit to organize the event. President Stone noted that he had appointed Commissioners Adams and Weber to an ad hoc committee in order to work with Mr. Schmidt to plan the event. Commissioner Shepherd expressed concern that the location of the event might pose crowd control problems around the boat launch area, which would typically be very busy with sport fisherman that time of year. Commissioner Adams echoed Commissioner Shepherd's concerns, and suggested an alternate date might need to be identified. Commissioner White requested that any permit the Harbor might issue should include a requirement that the Harbor was not to bear any additional expense as a result of the event. Commissioner White then **moved** to table the agenda item. Commissioner Adams **seconded** the motion. President Stone then opened up public comment on the agenda item. No members of the public commented on the agenda item. President Stone then moved the discussion to the next agenda item.

(2C) Presentation of the updated Crescent City Harbor District Bylaws to the Board of Harbor Commissioners for review and approval. Move to accept Counsel's Amendments to the Bylaws which are included in the background for this agenda item.

Commissioner White clarified that section 6.3 contained a typographical error. Commissioner White focused attention on a portion of section 6.3 that was in bold text. Commissioner White then noted that the Board had previously voted to delete the first portion of the bold text, while leaving the remaining bold text as follows: *"Furthermore, the Board recognizes and affirms the right of individual Commissioners to consult directly and confidentially with the General Counsel on District related matters as they deem appropriate. Prudence should be used when exercising this privilege, and the subject matter of all consultations must be limited to official District business."* Commissioner Shepherd **moved** to approve the Bylaws with the correction noted by Commissioner White. Commissioner Adams **seconded** the motion. President Stone then opened up public comment on the agenda item. No members of the public commented on the agenda item. President Stone then moved the discussion back to the Board.

POLLED VOTE was called, **MOTION CARRIED.**

*Ayes: WHITE, ADAMS, WEBER, SHEPHERD, STONE / Nays: NONE
Absent: NONE / Abstain: NONE*

(2D) Discussion of resuming in-person meetings of the Board of Harbor Commissioners.

Review State and County rules regarding in-person meetings for the current Covid-19 threat level.

President Stone noted that the vaccination rate for Del Norte County remained below 50%. Interim CEO/Harbormaster Tim Petrick added that indoor meetings were restricted to 25% capacity until the County declared a yellow COVID-19 threat level. This would limit attendance at Board meetings to 16 persons in the Harbor’s largest meeting room. Mr. Petrick endorsed the idea of holding “hybrid” meetings in which both an in-person gathering and Zoom teleconference were used simultaneously. The Board expressed a consensus opinion that a hybrid meeting format should be used. President Stone then opened up public comment on the agenda item. An individual identifying herself as Annie addressed the Board and supported a hybrid meeting format. Upon finding there were no further members of the public who desired to comment, President Stone moved the meeting to the next agenda item.

3) UNFINISHED BUSINESS

(3A) Solar PPA Update.

Alex Lemus (CEO, Renewable Energy Capital) explained that he was working with Pacific Power to make some adjustments to the way Pacific Power was crediting solar power generation. The goal was to closely match generation with corresponding demand on each meter. Commissioner White asked for clarification on how much the Harbor would be saving per kilowatt-hour as a result of the solar installation. Alex Lemus replied that the net savings would be in the range of 1.0 cent to 2.5 cents per kilowatt-hour, depending upon the meter being evaluated. The net savings could be calculated by taking the REC base rate of 14.5 cents/kWh specified in the agreement between REC and the Harbor District, then subtracting 1.5 cents/kWh because of an SLA credit, which yielded a net rate of 13.0 cents/kWh. This rate could then be compared to what Pacific Power was historically charging the Harbor in the range of 14.0 to 15.5 cents/kWh, depending upon the meter being evaluated. President Stone then opened up public comment on the agenda item. No members of the public commented on the agenda item. President Stone then moved the discussion to the next agenda item.

4) COMMUNICATIONS AND REPORTS

(4A) Financial Reports: Account Balances, Profits & Losses, Accounts Receivable

Interim CEO/Harbormaster Tim Petrick explained that the Harbor was taking collection action against marina tenants. Currently, the Harbor was finding most tenants were responding to demand letters and making installment payments. President Stone then opened up public

comment on the agenda item. No members of the public commented on the agenda item. President Stone then moved the discussion to the next agenda item.

(4B) CEO/Harbormaster Report

Interim CEO/Harbormaster Tim Petrick reviewed briefing materials provided to the Board. Mr. Petrick noted that Marinesync was mostly operational. Marinesync readings would be validated by comparing them to separately collected analog readings. Mr. Petrick reported on meetings with RHS concerning the Farmer's Market. Excitement levels were high, and attractive Farmer's Market banners had been designed for display, with the Harbor logo prominently displayed. Turning the discussion to the RFP for landscaping, Mr. Petrick noted that the bid period was set to end on 5/25/2021. Mr. Petrick next discussed pavement repairs completed along Anchor Way, Starfish Way, and the boat launch ramp. The repairs were made using gravel and temporary patch materials until more permanent repairs could be completed. As of May 1st, the RV parks had been reopened to short term stays again, and the front office on Citizens Dock Road had also reopened to the public. Restrooms at B dock, E dock, and the launch ramp were open to the public during daylight hours and signage had been placed at the South Beach restroom and the restroom next to the Harbor Office to direct visitors to open restrooms. President Stone then opened up public comment on the agenda item. An individual identifying herself as Annie noted that weed wacking had been conducted in areas where a mower seemed more appropriate. CEO/Harbormaster Tim Petrick replied that weed wackers were used in some instances where mowers tended to be damaged by rocks along the grounds.

(4C) Commissioner Reports.

(a) Commissioner Shepherd: no report.

(b) Commissioner Adams: requested that more detailed information be provided from Alex Lemus regarding savings from the solar power installations. Commissioner Adams requested that monthly savings be totaled across the entire Harbor, instead of providing figures relating to net savings per kilowatt-hour for individual meters. Commissioner Adams suggested that hidden surveillance cameras might be useful to assist Harbor security, especially if multiple video feeds could be viewed from a smartphone application. This would essentially allow a security officer to be multiple places at once, by viewing video feeds on his or her phone.

(c) Commissioner Weber: reported that he had been actively meeting with members of the public and seeking opportunities for partnerships.

(d) Commissioner White: no report.

(e) President Stone: reported that the Harbor would be working with the County of Del Norte to set up temporary restrooms along South Beach and other areas for the 4th of July festivities. President Stone also noted that he had been continuing efforts with the Tri-Agency Economic Development Authority to negotiate favorable repayment terms for a loan with the USDA.

MOVE TO CLOSED SESSION

1. CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION

(Government Code Section 54956.9(d)(4))

Number of potential cases: 1

2. CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION

(Government Code section 54956.9(d)(2))

Number of Cases: One case based on correspondence from Linda Sutter regarding Public Records Act

Request# 2021-01

3. CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION

(Government Code section 54956.9(d)(2))

Number of Cases: One case based on communication with Fashion Blacksmith regarding payment of percentage rent.

4. PUBLIC EMPLOYEE APPOINTMENT

(Government Code section 54957(b)(1))

Title: Harbormaster/CEO

RECONVENE REGULAR SESSION

REPORT FROM CLOSED SESSION: President Stone reported that the Harbor District would be soliciting applications for the open CEO/Harbormaster position.

5) ADJOURNMENT

ADJOURNMENT TO THE BOARD OF HARBOR COMMISSIONERS NEXT REGULAR MEETING SCHEDULED FOR TUESDAY, JUNE 1, 2021 AT 2 P.M., VIA ZOOM WEB CONFERENCE.

Approved this ____ day of _____, 2021

Brian Stone, President

Wes White, Secretary



**Regular Meeting Minutes of the
Board of Harbor Commissioners of the Crescent City Harbor District**

Harbor District Office, 101 Citizens Dock Road
Crescent City, CA 95531

June 1, 2021
2:00 p.m.

Board of Harbor Commissioners of the Crescent City Harbor District

MINUTES

Regular Meeting, Tuesday June 1, 2021 at 2:00 P.M.

CALL TO ORDER: 2:00 PM

ROLL CALL:

<i>PRESENT:</i>	<i>President</i>	BRIAN STONE
	<i>Secretary</i>	WES WHITE
	<i>Commissioner</i>	RICK SHEPHERD
	<i>Commissioner</i>	HARRY ADAMS
	<i>Commissioner</i>	GERHARD WEBER

ABSENT: NONE

QUORUM: YES

PLEDGE OF ALLEGIANCE:

PUBLIC COMMENT: The following individuals addressed the Board regarding subject matters not on this meeting's agenda: NONE

1) CONSENT CALENDAR

(1A) Approval of the Minutes of the May 4, 2021 Harbor Commission Regular Meeting.

(1B) Approval of the Warrant List from May 14, 2021 through May 27, 2021.

President Stone requested a modification to the minutes on page 3. The following sentence was modified to insert the word "suggested" as follows: "Commissioner Adams suggested opening up a fourth restroom...."

President Stone then opened up public comment on the agenda item. No members of the public commented on the agenda item. President Stone then moved the discussion back to the Board.

POLLED VOTE was called, **MOTION CARRIED.**

Ayes: ADAMS, SHEPHERD, WEBER, WHITE, STONE / *Nays:* NONE

Absent: NONE / *Abstain:* NONE

2) NEW BUSINESS

(2A) Discuss a proposal submitted by a landscaping company to maintain Harbor District grounds. Vote to either accept the submitted proposal or solicit additional proposals.

Interim CEO/Harbormaster Tim Petrick provided background and explained how he had reviewed the RFP with the contractor “R.A. Kirkland’s Inc.” during a pre-proposal meeting to ensure the contractor had a clear understanding of expectations. Subsequently, Mr. Petrick reviewed the submitted proposal, which included a bid price of \$70,000 for one year of service (equal to \$5,833/month). For comparison, Mr. Petrick explained that CCHD would otherwise spend approximately \$5,000/month on labor performed by CCHD maintenance staff, plus a significant amount in equipment costs. Even without calculating an exact amount for CCHD equipment costs, it was clear that the contractor’s bid would result in substantial cost savings for the Harbor. Commissioner Adams expressed optimism that the contractor would help to beautify the Harbor in advance of the 4th of July festivities. Commissioner White **moved** to approve the proposal from R.A. Kirkland’s Inc., conditioned upon the contractor meeting the insurance requirements specified by the Harbor, and also providing that the Harbor had a right to cancel the contract for non-performance. Commissioner Adams **seconded** the motion. President Stone then opened up public comment on the agenda item. No members of the public commented on the agenda item. President Stone then moved the discussion back to the Board.

POLLED VOTE was called, **MOTION CARRIED.**

Ayes: WEBER, WHITE, SHEPHERD, ADAMS, STONE / *Nays:* NONE

Absent: NONE / *Abstain:* NONE

(2B) Discuss access to Harbor District restrooms after hours.

Interim CEO/Harbormaster Tim Petrick provided background and explained that staff had researched options to provide public access to restrooms after hours. A logical option would be to use an electronic key fob operated system similar to that already in use for some gates within the Harbor. Commissioner Adams emphasized that it was important for the Harbor to provide a level of service that was equal to similar destinations visited by the public throughout the Pacific Coast. In that regard, it has become commonplace for marina tenants to have after-hours access to public restrooms. Commissioner Adams further suggested that a deposit could be collected to

ensure the return of key fobs or key cards. Alternatively, a lock with a programmable numbered key pad could be used. A key fob or card system is advantageous because fobs/cards can be easily disabled individually, without impacting access for other users. This would be important if an individual tenant failed to return the fob/card within the required timeframe. The Board expressed its consensus that a fob/card system was its preferred method of regulating bathroom access. The Board then directed Mr. Petrick to conduct further research to identify suitable solutions. The Board planned to consider one or more proposals at an upcoming meeting. President Stone then opened up public comment on the agenda item. No members of the public commented. President Stone then moved the discussion to the next agenda item.

3) UNFINISHED BUSINESS

(3A) Solar PPA Update.

Interim CEO/Harbormaster Tim Petrick provided background and explained that some billing anomalies with Pacific Power were being investigated, specifically related to solar generation credits. In a related matter, Alex Lemus (CEO, Renewable Energy Capital) was preparing an application for the Harbor to receive a solar licensing incentive payment. Commissioner Shepherd emphasized that it was important for the Board to receive some detailed numbers regarding the cost savings achieved after implementing the solar power system. Mr. Petrick replied that those figures would be provided to the Board after addressing the billing anomalies. President Stone then opened up public comment on the agenda item. No members of the public commented on the agenda item. President Stone then moved the discussion to the next agenda item.

(3B) Dredge Permit Update.

Interim CEO/Harbormaster Tim Petrick provided background and explained that he had been working with the U.S. Army Corps of Engineers, and also Planwest Partners, Inc., to identify any remaining obstacles to the issuance of a dredge permit. The primary obstacle appeared to be the identification of an acceptable disposal site for dredge tailings. The disposal site needed approval from the California Department of Fish and Wildlife, which had expressed reluctance to approve a northern offshore site. An alternative site near Whaler Island would only be acceptable for coarse grained tailings. Unfortunately, material along the seawall and inner boat basin was believed to be too fine grained for such a disposal site. Nonetheless, the Harbor would be conducting further testing to verify this. For smaller projects, it might be feasible to use an onshore disposal site. President Stone then opened up public comment on the agenda item. No members of the public commented on the agenda item. President Stone then moved the discussion to the next agenda item.

(3C) Whaler Island Music Event Update

Commissioner Adams reported on discussions with Mike Schmidt, owner of House of Jambalaya restaurant, concerning a potential live music event. The size of the event had been scaled back from previous plans, and the proposal was now to hold the event in the field west of the House of Jambalaya restaurant. The event area would be fenced off, with approximately 10 security guards, portable restrooms, and volunteers available to pick up trash. Other food vendors would be invited to participate. Mr. Schmidt pledged that the event would not impose any additional workload on Harbor staff, and Mr. Schmidt would carry insurance for the event. The proposed date for the event was Friday July 2nd, 2021. President Stone then opened up public comment on the agenda item. Valerie Starkey, Supervisor for District 2 on the Del Norte County Board of Supervisors, expressed her support for the event. Ms. Starkey also remarked that Mr. Schmidt had a commendable record of community involvement. Another individual, identifying herself as Annie, provided public comment on the agenda item by raising concerns over the amount of parking available. Given the increased tourist traffic for the 4th of July weekend, parking was a serious concern. Commissioner Adams replied that some mitigation measures would be taken, including prohibiting people from parking parallel to the beach. Perpendicular parking would allow for more vehicles. Ted Long provided public comment and expressed support for the music event, citing the potential for the Crescent City Harbor to become more competitive with the Port of Brookings as a tourist destination. The Board expressed a consensus opinion that the music event would benefit the Harbor, and the Board encouraged Commissioners Adams and Weber to continue their efforts to bring the event to fruition. After making a final call for public comment and hearing none, President Stone then moved the discussion to the next agenda item.

4) COMMUNICATIONS AND REPORTS

(4A) Financial Reports: Account Balances

President Stone invited questions or comments from the Board, and the Board expressed its satisfaction with the reports. President Stone then opened up public comment on the agenda item. No members of the public commented on the agenda item. President Stone then moved the discussion to the next agenda item.

(4B) CEO/Harbormaster Report

Interim CEO/Harbormaster Tim Petrick reviewed briefing materials provided to the Board. Mr. Petrick noted that the Harbor's General Counsel was in the process of reviewing and revising the Harbor's Ordinance Code. Mr. Petrick also discussed how Pacific Power was making progress on electrical upgrades to lines and equipment in the area south of Fashion Blacksmith. The upgrade project was expected to be completed within a few weeks. Mr. Petrick next moved the discussion to a hagfish processor who was interested in establishing operations in the Harbor. Lease terms were under discussion, and a proposal would be brought to the Board at an upcoming meeting. Mr. Petrick next brought attention to a Farmer's Market event scheduled for Saturday, June 5th. Mr. Petrick then reported on a meeting with Call Nichols from the Shellfish Growers Climate

Coalition on the subject of potentially growing and selling local oysters in the Crescent City Harbor. Commissioner Shepherd noted that significant regulatory hurdles had discouraged earlier local efforts at oyster farming. Nonetheless, Commissioner Shepherd noted that someone experienced in the industry might have the knowledge and financial resources to get oyster farming up and running. Commissioner White asked whether there was still an effort to bring seaweed cultivation to the Harbor. Mr. Petrick replied that the effort had stalled because there didn't appear to be sufficient market demand to support additional suppliers.

(4C) Commissioner Reports.

(a) Commissioner Shepherd: no report.

(b) Commissioner Adams: requested that an upcoming Board meeting include a detailed discussion of the Harbor's solar project for the benefit of new Commissioners such as himself and Commissioner Weber.

(c) Commissioner Weber: reported that he was eager to move forward on Harbor redevelopment efforts, which he expected to be well received by the public.

(d) Commissioner White: no report.

(e) President Stone: reported that he was continuing efforts with the Tri-Agency Economic Development Authority to negotiate favorable repayment terms for a loan with the USDA.

MOVE TO CLOSED SESSION

1. CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION
(Government Code Section 54956.9(d)(4))
Number of potential cases: 1

RECONVENE REGULAR SESSION

REPORT FROM CLOSED SESSION: nothing to report.

5) ADJOURNMENT

*ADJOURNMENT TO THE BOARD OF HARBOR COMMISSIONERS NEXT REGULAR MEETING
SCHEDULED FOR TUESDAY, JUNE 15, 2021 AT 2 P.M., VIA ZOOM WEB CONFERENCE.*

Approved this ____ day of _____, 2021

Brian Stone, President

Wes White, Secretary

Crescent City Harbor District Check Detail

May 28 through June 10, 2021

Type	Num	Date	Name	Account	Original Amount
Check	ACH PAYI	05/28/2021	CALPERS RETIREMENT	1040 · CCHD US BANK OPERATING 4766	-7,885.53
Check	ACH PAYI	06/03/2021	UMPQUA BANK	1040 · CCHD US BANK OPERATING 4766	-2,457.69
Bill Pmt -Check	1310	06/03/2021	CRESCENT ACE HARDWARE	1047 · BAYSIDE- RV PARK-1766	-319.94
Bill Pmt -Check	1311	06/03/2021	CCWATER	1047 · BAYSIDE- RV PARK-1766	-1,610.90
Bill Pmt -Check	1312	06/03/2021	RECOLOGY DN	1047 · BAYSIDE- RV PARK-1766	-1,597.50
Bill Pmt -Check	1313	06/03/2021	SUBURBAN PROPANE	1047 · BAYSIDE- RV PARK-1766	-345.03
Bill Pmt -Check	1314	06/03/2021	C RENNER PETROLEUM INC	1047 · BAYSIDE- RV PARK-1766	-22.29
Bill Pmt -Check	2027	06/03/2021	CRESCENT ACE HARDWARE	1045 · REDWOOD HARBOR VILLAGE 0707	-287.94
Bill Pmt -Check	2028	06/03/2021	CCWATER	1045 · REDWOOD HARBOR VILLAGE 0707	-1,139.11
Bill Pmt -Check	2029	06/03/2021	MENDES SUPPLY CO	1045 · REDWOOD HARBOR VILLAGE 0707	-133.25
Bill Pmt -Check	2030	06/03/2021	RECOLOGY DN	1045 · REDWOOD HARBOR VILLAGE 0707	-2,393.28
Bill Pmt -Check	2031	06/03/2021	SUBURBAN PROPANE	1045 · REDWOOD HARBOR VILLAGE 0707	-171.75
Bill Pmt -Check	2032	06/03/2021	C RENNER PETROLEUM INC	1045 · REDWOOD HARBOR VILLAGE 0707	-22.28
Check	5976	06/03/2021	ANTHONY RUSSO	1040 · CCHD US BANK OPERATING 4766	-189.80
Bill Pmt -Check	5977	06/03/2021	BEST BEST & KRIEGER, LLP	1040 · CCHD US BANK OPERATING 4766	-12,281.50
Bill Pmt -Check	5978	06/03/2021	CAHM&PC	1040 · CCHD US BANK OPERATING 4766	-50.00

Crescent City Harbor District Check Detail

May 28 through June 10, 2021

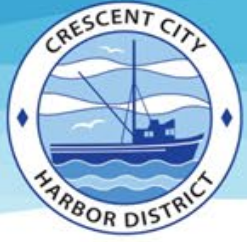
Type	Num	Date	Name	Account	Original Amount
Bill Pmt -Check	5979	06/03/2021	CCWATER	1040 · CCHD US BANK OPERATING 4766	-1,033.53
Bill Pmt -Check	5980	06/03/2021	CRESCENT ACE HARDWARE	1040 · CCHD US BANK OPERATING 4766	-24.44
Bill Pmt -Check	5981	06/03/2021	CRESCENT ELECTRIC	1040 · CCHD US BANK OPERATING 4766	-520.00
Bill Pmt -Check	5982	06/03/2021	DN TRIPLICATE	1040 · CCHD US BANK OPERATING 4766	-94.00
Bill Pmt -Check	5983	06/03/2021	MAIL ROOM	1040 · CCHD US BANK OPERATING 4766	-12.00
Bill Pmt -Check	5984	06/03/2021	MENDES SUPPLY CO	1040 · CCHD US BANK OPERATING 4766	-168.44
Bill Pmt -Check	5985	06/03/2021	PORTER SCOTT	1040 · CCHD US BANK OPERATING 4766	-765.00
Bill Pmt -Check	5986	06/03/2021	RECOLOGY DN	1040 · CCHD US BANK OPERATING 4766	-3,403.60
Bill Pmt -Check	5987	06/03/2021	TECH-WILD	1040 · CCHD US BANK OPERATING 4766	-308.00
Bill Pmt -Check	5988	06/03/2021	THERMO FLUIDS INC	1040 · CCHD US BANK OPERATING 4766	-186.71
Bill Pmt -Check	5989	06/03/2021	US CELLULAR	1040 · CCHD US BANK OPERATING 4766	-217.95
Bill Pmt -Check	5990	06/03/2021	C RENNER PETROLEUM INC	1040 · CCHD US BANK OPERATING 4766	-1,014.45
TOTAL					-38,655.91



2. New Business

- a. Presentation from Friends of the Harbor about placement and upkeep of large flower pots along Citizen's Dock Rd**

Public Comment?



2. New Business

- b. Discuss and vote to approve new worker's compensation insurance carrier for the Crescent City Harbor District**

Public Comment?



Crescent City Harbor District
101 Citizens Dock Rd
Crescent City, CA 95531 - 4435

REDWOODS LEAVITT INS AGENCY
c/o Chris Dufour
Quote ID # 801955554-1
Quote Date: 6/3/2021

State Compensation Insurance Fund

State Fund has operated for 100 years and is California's leading provider of workers' compensation Insurance. State Fund offers comprehensive workers' compensation products and services that provide a strong and stable option for employers and injured employees with fast, reliable claims service and medical and indemnity benefits. State Fund's loss prevention services and return to work programs—provided to policyholders at no additional cost—ultimately help save money for employers.

Workers' Compensation Quote Summary

Base Premium	\$26,668.89
Standard Premium	\$26,668.89
Estimated Annual Premium	\$27,869.00
Mandatory Surcharges	\$1,103.33
Estimated Premium & Surcharges	\$28,972.33

Coverage Period: 7/1/2021 at 12:01 a.m. to 7/1/2022 at 12:01 a.m.

Please be advised, this quote is good until 7/9/2021. To begin coverage, the required payment is due before quote expiration. This quote is not an insurance policy.

The estimated annual premium is primarily based on the payroll for your employees, and the type of work they perform, which was provided by you or your broker. Please review the information to confirm the payroll is accurate and assigned to the correct job classification.

This quote is based upon information provided to State Fund. All information supplied by you is subject to verification (before or after bind). Material change or misrepresentation of information discovered during the verification process may result in re-pricing, rescission, or cancellation of the policy.

Workers' Compensation Program Invoice



Program Year 2021-22

Crescent City Harbor District

101 Citizens Dock Road
Crescent City, California 95531

Invoice Date: 05/18/2021
Invoice Number: 69816
Member Number: 7423

Class Code	Classification Description	Reported Payroll	Rate per \$100	Annual Contribution
8742-D	Paid Governing Body Members	\$36,000	\$0.63	\$226.80
8810	Clerical/Office Employees	\$132,474	\$0.58	\$768.35
9015	Building Operations including Janitorial	\$192,645	\$8.39	\$16,162.92
9016	Boat Anchorage and Rentals; Marinas	\$97,584	\$6.03	\$5,884.32
9410	Non-Manual Labor; including Agency Managers and Recreation Person	\$174,855	\$1.90	\$3,322.25
9420	Manual Labor; including Park and Landscape Maintenance Personnel	\$3,425	\$8.83	\$302.43

** Indicates per capita rate class code

Total Estimated Annual Contribution Based on Manual Rates	\$26,667.05
Contribution as Adjusted by the Experience Modification Factor of 282%	\$75,201.08
Less: *8% Credit Incentive Program Discount	-2,133.36
Estimated Annual Adjusted Contribution	\$73,067.72
Less: Longevity Distribution Credit	0.00
Less: 5% Multi-Program Discount	0.00
Net Estimated Annual Contribution	\$73,067.72

Total Contribution Amount Due by July 15

\$73,067.72

Please pay in full by the due date. If not, a late charge of one percent (1%) per month, twelve percent (12%) per annum, will be assessed on all sums past due. Imposition of this charge does not extend the due date for payment. For invoice questions call the SDRMA Finance Department.

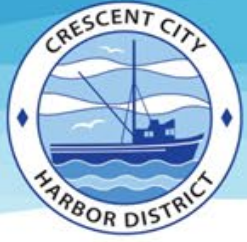




2. New Business

c. Review of Draft Budget for FY 2021-2022

Public Comment?



3. Unfinished Business

a. Solar Project Update

Public Comment?



3. Unfinished Business

b. Schmidt's House of Jambalaya Music Event Update

Public Comment?



3. Unfinished Business

c. Secure System for Access to Harbor District Restrooms Update

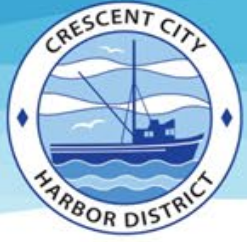
Public Comment?



3. Unfinished Business

d. Ordinance Project Update

Public Comment?



4. Communication and Reports

a. Financial Reports: Account Balances

Public Comment?

BANK BALANCES AS OF 5.27.21		BANK BALANCES AS OF 6.10.21		DIFFERENCE
CCHD OPERATING	\$229,172.37	CCHD OPERATING	\$230,433.66	\$1,261.29
CCHD SAVINGS	\$30,021.29	CCHD SAVINGS	\$30,021.29	\$0.00
REDWOOD HARBOR	\$114,188.11	REDWOOD HARBOR	\$123,374.55	\$9,186.44
BAYSIDE RV PARK	\$48,919.79	BAYSIDE RV PARK	\$64,896.51	\$15,976.72
LAIF ACCOUNT	\$1,393,819.08	LAIF ACCOUNT	\$1,393,819.08	\$0.00
TOTALS	\$1,816,120.64	TOTALS	\$1,842,545.09	\$26,424.45



4. Communication and Reports

a. Financial Reports: Profit & Loss Statements and Accounts Receivable Report

Public Comment?

Crescent City Harbor District Profit & Loss Budget vs. Actual

July 2020 through May 2021

TOTAL

Ordinary Income/Expense	Jul '20 - May 21	Budget	\$ Over Budget	% of Budget
Income				
4000 · MARINA / ADMISTRATION				
4025 · GIFT SHOP INCOME	465.75	540.00	-74.25	86.25%
4045 · FEE - NO INSURANCE	6,500.00	3,500.00	3,000.00	185.71%
4051 · PARKING PERMITS	20.00	100.00	-80.00	20.0%
4054 · ELECTRONIC FOB SALES	275.00	245.00	30.00	112.25%
4065 · FISH SALES PERMIT	400.00	300.00	100.00	133.33%
4070 · LATE FEES AND INTEREST	9,011.78	8,883.00	128.78	101.45%
4076 · CRAB POT STORAGE FEE	4,575.00	9,600.00	-5,025.00	47.66%
4078 · SCRAP METAL SALES	0.00	0.00	0.00	0.0%
4080 · CLERICAL FEE	7.00	0.00	7.00	100.0%
4091 · PURCHASE DISCOUNTS	70.02	130.86	-60.84	53.51%
4092 · LAUNDRY NORTH	276.50	585.00	-308.50	47.27%
4094 · LAUNDRY SOUTH	68.25	201.00	-132.75	33.96%
4095 · SOAP	12.75	0.00	12.75	100.0%
4096 · MISCELLANEOUS INCOME	620.32	203.00	417.32	305.58%
4099 · UNCATEGORIZED INCOME	0.00	0.00	0.00	0.0%
4195 · USED OIL PAYMENTS	0.00	0.00	0.00	0.0%
4950 · REFUNDS				
4950.50 · GIFT SHOP	0.00	0.00	0.00	0.0%
4950.75 · LAND TENANTS	0.00	0.00	0.00	0.0%
4950 · REFUNDS - Other	0.00	0.00	0.00	0.0%
Total 4950 · REFUNDS	0.00	0.00	0.00	0.0%
4960 · RETURNED CHECK CHARGES	0.00	0.00	0.00	0.0%
Total 4000 · MARINA / ADMISTRATION	21,075.24	24,287.86	-3,212.62	86.77%
4027 · MINI STORAGE UNITS	0.00	0.00	0.00	0.0%
4047 · LAUNDRY INCOME	-11,978.64	0.00	-11,978.64	100.0%
4100 · HARBOR SERVICES				
4052 · TRAVEL LIFT	0.00	0.00	0.00	0.0%
4150 · BILLABLE SUPPLIES	525.50	85.00	440.50	618.24%
4153 · OTHER SERVICES	25.00	0.00	25.00	100.0%

Crescent City Harbor District Profit & Loss Budget vs. Actual

July 2020 through May 2021

	TOTAL			
	Jul '20 - May 21	Budget	\$ Over Budget	% of Budget
4157 · OTHER LABOR	950.00	1,700.00	-750.00	55.88%
4170 · TRAVELIFT INCOME	3,618.00	12,976.00	-9,358.00	27.88%
4171 · MOBILE CRANE	7,050.00	5,726.00	1,324.00	123.12%
4173 · PUBLIC HOIST	40.00	840.00	-800.00	4.76%
4174 · LAYOVER - SELF HELP AREA	890.00	3,607.00	-2,717.00	24.67%
4176 · HARBOR VESSELS	267.50	280.00	-12.50	95.54%
4177 · BACKHOE	0.00	0.00	0.00	0.0%
4178 · FORKLIFT	35.00	285.00	-250.00	12.28%
4100 · HARBOR SERVICES - Other	0.00	0.00	0.00	0.0%
Total 4100 · HARBOR SERVICES	13,401.00	25,499.00	-12,098.00	52.56%
4200 · MARINA- INNER / OUTER				
4210 · INNER BOAT BASIN	351,121.80	366,355.00	-15,233.20	95.84%
4215 · OUTER BOAT BASIN	0.00	0.00	0.00	0.0%
4221 · UTILITIES INCOME/ INNER BOAT	0.00	0.00	0.00	0.0%
4242 · POUNDAGE FEE FROM HOISTS	10,167.99	75,932.00	-65,764.01	13.39%
4245 · LAUNCHING RAMP FEES	18,486.75	15,200.00	3,286.75	121.62%
4260 · LIVEABOARD FEES	4,350.00	1,650.00	2,700.00	263.64%
4295 · WORKDOCK	420.56	705.00	-284.44	59.65%
4200 · MARINA- INNER / OUTER - Other	0.00	0.00	0.00	0.0%
Total 4200 · MARINA- INNER / OUTER	384,547.10	459,842.00	-75,294.90	83.63%
4300 · COMMERCIAL LEASES				
4301 · RENTS & CONCESSIONS - LAND	458,593.39	471,787.00	-13,193.61	97.2%
4320 · UTILITIES ELECTRIC USE INCOME	17,548.86	22,561.00	-5,012.14	77.78%
4325 · UTILITIES WATER USE INCOME	1,557.00	1,738.00	-181.00	89.59%
4375 · STORAGE YARD & DRY DOCK	10,179.50	10,620.00	-440.50	95.85%
Total 4300 · COMMERCIAL LEASES	487,878.75	506,706.00	-18,827.25	96.28%
4400 · RHV-RV PARK				
4410 · RHV-RENTALS	355,913.55	314,635.00	41,278.55	113.12%
4425 · RHV- GIFT SHOP RV PARK	1,699.89	325.00	1,374.89	523.04%
4430 · RHV-LAUNDRY FACILITY RV PARK	11,420.50	5,467.00	5,953.50	208.9%
4435 · RHV- LATE FEE RV PARK RENT	20.00	830.00	-810.00	2.41%
4460 · RHV-CLERICAL FEE RV PARK	0.00	0.00	0.00	0.0%

Crescent City Harbor District Profit & Loss Budget vs. Actual

July 2020 through May 2021

	TOTAL			
	Jul '20 - May 21	Budget	\$ Over Budget	% of Budget
4472 · CAMPING	0.00	0.00	0.00	0.0%
Total 4400 · RHV-RV PARK	369,053.94	321,257.00	47,796.94	114.88%
4600 · BAYSIDE - RV				
4610 · BAYSIDE- RENTALS	336,233.65	285,050.00	51,183.65	117.96%
4625 · BAYSIDE- GIFT SHOP	747.54	0.00	747.54	100.0%
4630 · BAYSIDE LAUNDRY	14,611.87	2,640.00	11,971.87	553.48%
4635 · BAYSIDE- LATE FEE	0.00	0.00	0.00	0.0%
4660 · BAYSIDE- CLERICAL FEE	0.00	0.00	0.00	0.0%
4680 · SHOWER- BAYSIDE	0.00	0.00	0.00	0.0%
4685 · DRY CAMPING BAYSIDE	0.00	248.00	-248.00	0.0%
6470 · DUMP STATION BAYSIDE	1,485.00	1,765.00	-280.00	84.14%
6490 · FREEZER- BAYSIDE	385.00	260.00	125.00	148.08%
Total 4600 · BAYSIDE - RV	353,463.06	289,963.00	63,500.06	121.9%
Total Income	1,617,440.45	1,627,554.86	-10,114.41	99.38%
Cost of Goods Sold				
5001 · COST OF GOODS SOLD - CCHD	1,452.74	168.00	1,284.74	864.73%
5002 · COST OF GOODS SOLD - REDWOOD	1,116.87	110.00	1,006.87	1,015.34%
5003 · COST OF GOODS SOLD_ BAYSIDE	602.42			
Total COGS	3,172.03	278.00	2,894.03	1,141.02%
Gross Profit	1,614,268.42	1,627,276.86	-13,008.44	99.2%
Expense				
6000 · OFFICE / MARINA				
6005 · DRUG SCREEN & BACKGROUND CHECK	90.00	570.00	-480.00	15.79%
6010 · ADVERTISING/PROMOTION	409.50	2,375.00	-1,965.50	17.24%
6015 · DUES, MEMBERSHIPS & SUBS	14,121.50	4,010.00	10,111.50	352.16%
6020 · PRE-EMPLOYMENT PHYSICALS	160.00	400.00	-240.00	40.0%
6023 · MISC EXPENSE	5,965.50	0.00	5,965.50	100.0%
6026 · COLLECTION EXPENSE	0.00			
6035 · MERCHANT SERVICES CHARGE	42.90	8,031.00	-7,988.10	0.53%
6040 · CASH OVER/SHORT	0.00	0.00	0.00	0.0%
6054 · LEGAL NOTICES	0.00	442.00	-442.00	0.0%
6057 · SUPPLIES OFFICE/ADMIN	3,314.11	0.00	3,314.11	100.0%

Crescent City Harbor District Profit & Loss Budget vs. Actual

July 2020 through May 2021

	TOTAL			
	Jul '20 - May 21	Budget	\$ Over Budget	% of Budget
6066 · ADMIN SERVICES - MINUTES	0.00	550.00	-550.00	0.0%
6071 · OFFICE EXPENSE	34,778.30	8,823.00	25,955.30	394.18%
6072 · POSTAGE	237.17	1,411.00	-1,173.83	16.81%
6073 · OFFICE EQUIPMENT - COPIER RENT	12,360.93	7,320.00	5,040.93	168.87%
6076 · RETURNED CHECKS - NSF	0.00	0.00	0.00	0.0%
6079 · INSURANCE - LIABILITY	138,310.31	173,729.00	-35,418.69	79.61%
6080 · BAD DEBT EXPENSE	32,874.35	3,167.00	29,707.35	1,038.03%
6090 · TELEPHONE	5,829.00	7,496.00	-1,667.00	77.76%
6091 · EQUIPMENT - OFFICE	0.00	3,143.00	-3,143.00	0.0%
Total 6000 · OFFICE / MARINA	248,493.57	221,467.00	27,026.57	112.2%
6100 · FUEL				
6101 · PROPANE	13,141.31	5,865.00	7,276.31	224.06%
6104 · MACH/EQUIPMENT	7,933.29	14,040.00	-6,106.71	56.51%
6100 · FUEL - Other	906.41	0.00	906.41	100.0%
Total 6100 · FUEL	21,981.01	19,905.00	2,076.01	110.43%
6200 · PAYROLL EXPENSES				
6210 · PAYROLL	436,556.57	572,601.00	-136,044.43	76.24%
6211 · ADMINISTRATION	0.00	0.00	0.00	0.0%
6220 · INSURANCE	0.00	0.00	0.00	0.0%
6221 · DENTAL-ADMIN	5,361.89	5,434.00	-72.11	98.67%
6230 · LIFE-ADMIN	681.37	1,749.00	-1,067.63	38.96%
6250 · MEDICAL-ADMIN	139,665.04	103,620.00	36,045.04	134.79%
6260 · VISION-ADMIN	1,775.55	3,289.00	-1,513.45	53.98%
6270 · WORKERS COMP-ADMIN	-4,062.33	45,735.00	-49,797.33	-8.88%
6280 · PAYROLL TAXES	42,429.22	56,985.00	-14,555.78	74.46%
6295 · RETIREMENT				
6562 · ADMIN	0.00	0.00	0.00	0.0%
6295 · RETIREMENT - Other	165,546.88	35,172.00	130,374.88	470.68%
Total 6295 · RETIREMENT	165,546.88	35,172.00	130,374.88	470.68%
6200 · PAYROLL EXPENSES - Other	0.00	0.00	0.00	0.0%
Total 6200 · PAYROLL EXPENSES	787,954.19	824,585.00	-36,630.81	95.56%
6212 · BAYSIDE PAYROLL				

Crescent City Harbor District Profit & Loss Budget vs. Actual

July 2020 through May 2021

	TOTAL			
	Jul '20 - May 21	Budget	\$ Over Budget	% of Budget
6215 · BAYSIDE PAYROLL TAXES	3,384.89			
6212 · BAYSIDE PAYROLL - Other	34,297.89			
Total 6212 · BAYSIDE PAYROLL	37,682.78			
6213 · REDWOOD HARBOR PAYROLL				
6214 · REDWOOD HARBOR PAYROLL TAXES	3,066.77			
6213 · REDWOOD HARBOR PAYROLL - Other	27,004.60			
Total 6213 · REDWOOD HARBOR PAYROLL	30,071.37			
6300 · COMMISSIONERS / RETIREES				
6352 · MEDICAL-COMMISSIONERS	0.00	0.00	0.00	0.0%
6354 · SALARY- COM	0.00	33,220.00	-33,220.00	0.0%
6355 · MEDICAL-RETIREES	0.00	45,263.00	-45,263.00	0.0%
6370 · RETIREES-RETIREMENT	0.00	69,957.00	-69,957.00	0.0%
Total 6300 · COMMISSIONERS / RETIREES	0.00	148,440.00	-148,440.00	0.0%
6400 · PROFESSIONAL FEES				
6405 · ACCOUNTING - AUDITOR/TREASURER	8,042.00	10,132.00	-2,090.00	79.37%
6410 · OTHER LEGAL	45,223.92	112,037.00	-66,813.08	40.37%
6415 · LEGAL ATTORNEY FEES	30,536.00	23,742.00	6,794.00	128.62%
6450 · ENGINEERING	18,056.30	16,031.00	2,025.30	112.63%
6400 · PROFESSIONAL FEES - Other	882.00			
Total 6400 · PROFESSIONAL FEES	102,740.22	161,942.00	-59,201.78	63.44%
6500 · REPAIR AND MAINT				
6518 · ELECTRICITY REPAIR	8,739.19	12,920.00	-4,180.81	67.64%
6520 · AUTOS	5,650.76	5,704.00	-53.24	99.07%
6525 · EQUIPMENT	35,533.11	24,673.00	10,860.11	144.02%
6526 · SERV-EQUIPMENT	0.00	1,515.00	-1,515.00	0.0%
6530 · BUILDINGS	27,011.55	8,277.00	18,734.55	326.35%
6531 · DOCKS	0.00	2,361.00	-2,361.00	0.0%
6532 · INNER BOAT BASIN	0.00	3,650.00	-3,650.00	0.0%
6534 · ROADS & PARKING LOTS	0.00	4,275.00	-4,275.00	0.0%
6535 · UTILITIES	504.00	5,455.00	-4,951.00	9.24%
6541 · SERVICES-CITIZENS DOCK	0.00	1,000.00	-1,000.00	0.0%
6543 · SERVICES-OUTER BOAT BASIN	0.00	1,060.00	-1,060.00	0.0%

Crescent City Harbor District Profit & Loss Budget vs. Actual

July 2020 through May 2021

	TOTAL			
	Jul '20 - May 21	Budget	\$ Over Budget	% of Budget
6544 · SERVICES ROAD, PARK LOT SIGN	373.29	2,845.84	-2,472.55	13.12%
6546 · SERVICES-UTILITES	0.00	0.00	0.00	0.0%
6558 · BUILDING & IMPROVEMENT UTILITIE	0.00	1,234.00	-1,234.00	0.0%
6585 · EQUIPMENT-RENTAL	0.00	3,052.00	-3,052.00	0.0%
6500 · REPAIR AND MAINT - Other	416.92	0.00	416.92	100.0%
Total 6500 · REPAIR AND MAINT	78,228.82	78,021.84	206.98	100.27%
6581 · DN EDC TRI AGENCY	0.00	0.00	0.00	0.0%
6600 · OPERATING SUPPLIES				
6620 · UNIFORM CLEANING SERVICE	2,532.59	3,184.00	-651.41	79.54%
6630 · PERMITS & TESTING	22,705.99	20,382.00	2,323.99	111.4%
6640 · OUTSIDE SERVICES	36,666.45	35,751.00	915.45	102.56%
6657 · PARTS & MISC	8,051.50	18,256.00	-10,204.50	44.1%
6658 · CHEMICAL	0.00	0.00	0.00	0.0%
6659 · WELDING SUPPLIES	947.26	2,351.00	-1,403.74	40.29%
6660 · EXPENDABLE TOOLS	349.53	3,731.00	-3,381.47	9.37%
6661 · JANITORIAL	7,459.19	8,089.00	-629.81	92.21%
6662 · SHOP MAINTENANCE	123.85	0.00	123.85	100.0%
6663 · RAIN GEAR/GLOVES	600.24	903.00	-302.76	66.47%
6664 · SAFETY/MEDICAL	0.00	0.00	0.00	0.0%
6665 · ELECTRICAL	0.00	2,420.00	-2,420.00	0.0%
6666 · HARDWARE	0.00	148.00	-148.00	0.0%
6667 · LUMBER/PLYWOOD	0.00	250.00	-250.00	0.0%
6668 · PAINT	0.00	1,044.00	-1,044.00	0.0%
6669 · PLUMBING	9,560.89	953.00	8,607.89	1,003.24%
6670 · SECURITY SUPPLIES	557.03	743.00	-185.97	74.97%
6600 · OPERATING SUPPLIES - Other	11.13			
Total 6600 · OPERATING SUPPLIES	89,565.65	98,205.00	-8,639.35	91.2%
6700 · CAPITAL EXPENDITURE				
6702 · INNER BOAT BASIN	0.00	0.00	0.00	0.0%
6707 · BLDG & IMPROVEMENTS	0.00	35,520.00	-35,520.00	0.0%
6710 · EQUIPMENT	7,400.44	24,674.32	-17,273.88	29.99%
6713 · COAST GUARD LIFT STATION	0.00	0.00	0.00	0.0%

Crescent City Harbor District Profit & Loss Budget vs. Actual

July 2020 through May 2021

	TOTAL			
	Jul '20 - May 21	Budget	\$ Over Budget	% of Budget
6714 · VEHICLES	0.00	5,475.00	-5,475.00	0.0%
6715 · STREETS & ROAD SIGNAGE	0.00	15,000.00	-15,000.00	0.0%
6716 · UTILITIES	0.00	3,825.00	-3,825.00	0.0%
6717 · PLUMBING	0.00	5,000.00	-5,000.00	0.0%
Total 6700 · CAPITAL EXPENDITURE	7,400.44	89,494.32	-82,093.88	8.27%
6800 · UTILITIES				
6830 · ELECTRICITY	190,213.70	184,094.00	6,119.70	103.32%
6831 · WATER	49,845.22	41,698.00	8,147.22	119.54%
6832 · GARBAGE	86,857.01	69,655.00	17,202.01	124.7%
6833 · WASTE OIL DISPOSAL	3,133.24	4,011.00	-877.76	78.12%
6890 · INTERNET SERVICE/TV	15,357.61	21,888.00	-6,530.39	70.17%
Total 6800 · UTILITIES	345,406.78	321,346.00	24,060.78	107.49%
6942 · CONSULTING				
6975 · PROJECT-MASTER PLAN	6,377.50	15,602.00	-9,224.50	40.88%
6942 · CONSULTING - Other	2,291.52	0.00	2,291.52	100.0%
Total 6942 · CONSULTING	8,669.02	15,602.00	-6,932.98	55.56%
6950 · TRAVEL-TRAINING MEETING & LOCAL	6,941.67	8,836.00	-1,894.33	78.56%
7000 · DREDGING				
7030 · DREDGE SPOILS REMOVAL	0.00	0.00	0.00	0.0%
7081 · DREDGE TESTING	0.00	0.00	0.00	0.0%
Total 7000 · DREDGING	0.00	0.00	0.00	0.0%
Total Expense	1,765,135.52	1,987,844.16	-222,708.64	88.8%
Net Ordinary Income	-150,867.10	-360,567.30	209,700.20	41.84%
Other Income/Expense				
Other Income				
4010 · DEL NORTE COUNTY TAXES	347,410.15	302,090.00	45,320.15	115.0%
4012 · TOT Tax Income	61,774.45	70,635.00	-8,860.55	87.46%
4014 · INTEREST LAIF	0.00	8,126.00	-8,126.00	0.0%
4015 · SOLAR LICENSING	0.00	340,000.00	-340,000.00	0.0%
4016 · LEGAL SETTLEMENT	305,000.00	190,000.00	115,000.00	160.53%
4700 · INTEREST INCOME	0.00	7,253.00	-7,253.00	0.0%
Total Other Income	714,184.60	918,104.00	-203,919.40	77.79%

Crescent City Harbor District Profit & Loss Budget vs. Actual

July 2020 through May 2021

TOTAL

	Jul '20 - May 21	Budget	\$ Over Budget	% of Budget
Other Expense				
6075 · DEPRECIATION	2,173,850.00	3,552,692.00	-1,378,842.00	61.19%
6098 · RV TOT TAX	740.11	727.00	13.11	101.8%
6140 · ELECTION COST	360.00	12,000.00	-11,640.00	3.0%
6375 · INTEREST EXPENSE	0.00	0.00	0.00	0.0%
6579 · PROJECT-REMOVAL ABANDONED BOATS	0.00	0.00	0.00	0.0%
6582 · FRIENDS OF CC HARBOR	0.00	0.00	0.00	0.0%
6584 · VISTOR BUREAU	0.00	0.00	0.00	0.0%
6588 · ATP-SUNSET CIRCLE				
6588.44 · OUTSIDE SERVICES	0.00	0.00	0.00	0.0%
6588 · ATP-SUNSET CIRCLE - Other	0.00	0.00	0.00	0.0%
Total 6588 · ATP-SUNSET CIRCLE	0.00	0.00	0.00	0.0%
6602 · DNLTC RSTP-STARFISH WAY	0.00	0.00	0.00	0.0%
7100 · REPORTABLE HEALTH COVERAGE	0.00	0.00	0.00	0.0%
Total Other Expense	2,174,950.11	3,565,419.00	-1,390,468.89	61.0%
Net Other Income	-1,460,765.51	-2,647,315.00	1,186,549.49	55.18%
Net Income	-1,611,632.61	-3,007,882.30	1,396,249.69	53.58%

Crescent City Harbor District A/R Aging Summary

As of June 10, 2021

	<u>Current</u>	<u>1 - 30</u>	<u>31 - 60</u>	<u>61 - 90</u>	<u>> 90</u>	<u>TOTAL</u>
AARON WEINZINGER	86.68	150.00	3,962.13	0.00	0.00	4,198.81
AARON YOSHIKAWA	139.88	512.20	480.00	380.00	0.00	1,512.08
ALLEN LORETZ	0.00	2,520.00	0.00	0.00	0.00	2,520.00
ANDREA PARKER	0.00	385.00	385.00	385.00	2,760.00	3,915.00
ANDREW BARNEBURG	100.00	0.00	0.00	0.00	0.00	100.00
ANDREW EATON	0.00	385.00	385.00	0.00	0.00	770.00
ANDREW EVANOW (ORACLE)	576.91	26.52	26.13	75.00	7.59	712.15
ANDREW GRIFFIN, II	100.00	0.00	30.11	29.66	310.79	470.56
ANDY BETNAR	152.53	39.05	898.47	37.90	860.00	1,987.95
ANTHONY SISK	100.00	0.00	0.00	0.00	0.00	100.00
ARIK VANZANDT	100.00	0.00	0.00	0.00	0.00	100.00
ART KOON	37.27	36.72	34.77	35.66	710.63	855.05
ARTHUR C. AHO	2,649.50	100.00	100.00	100.00	0.00	2,949.50
BEAU LAYNE	100.00	0.00	0.00	0.00	0.00	100.00
BERT & NANCY STEELE	80.49	43.92	3,152.05	32.07	471.22	3,779.75
BLAINE CURVEN	0.00	430.00	430.00	0.00	0.00	860.00
BONNIE SALESS	0.00	-770.00	0.00	0.00	0.00	-770.00
BOUNTIFUL OCEANS INC.	60.00	30.00	0.00	0.00	0.00	90.00
BRAD DREISZUS	100.00	0.00	0.00	0.00	0.00	100.00
C RENNEN PETROLEUM	0.00	574.33	0.00	0.00	0.00	574.33
CAITO FISHERIES HOIST #1 & #9	2,205.72	0.00	0.00	0.00	0.00	2,205.72
CHARLES J. WILLIAMS (KIMBO)	0.00	3,780.00	0.00	0.00	0.00	3,780.00
CHARLES MCKINNEY (WIND DANCER)	100.00	0.00	0.00	0.00	0.00	100.00
CHART ROOM STORE	0.00	250.00	0.00	0.00	0.00	250.00
CHRIS FOX	100.00	0.00	0.00	0.00	0.00	100.00
CHRISTIAN SUTTON	0.00	0.00	385.00	0.00	0.00	385.00
CHRISTOPHER M. JOHNS	0.00	-390.00	0.00	0.00	0.00	-390.00
COAST REDWOOD ART	0.00	500.00	0.00	0.00	0.00	500.00
DANIEL YEAGER	1,230.00	0.00	0.00	0.00	0.00	1,230.00
DARRYL DONOVAN	139.37	511.69	480.00	346.07	0.00	1,477.13
DAVE KELSTROM	100.00	0.00	0.00	0.00	0.00	100.00
DAVID BENNETT	80.00	0.00	0.00	0.00	0.00	80.00
DAVID HADDAD	150.00	0.00	0.00	0.00	0.00	150.00
DON ST. DENIS	0.00	-1,155.00	0.00	0.00	0.00	-1,155.00

Crescent City Harbor District A/R Aging Summary

As of June 10, 2021

	<u>Current</u>	<u>1 - 30</u>	<u>31 - 60</u>	<u>61 - 90</u>	<u>> 90</u>	<u>TOTAL</u>
DONNA STEGMAN	0.00	430.00	0.00	0.00	0.00	430.00
DOUGLAS STRIPLIN	102.25	0.00	0.00	0.00	0.00	102.25
ELLIOT SANDERS	0.00	400.00	0.00	0.00	0.00	400.00
ENGLUND MARINE CUSTOMER	0.00	275.42	0.00	0.00	0.00	275.42
FONDA & JIM THALANDER	0.00	400.00	0.00	0.00	0.00	400.00
FRANK DOWD	0.00	3,150.00	0.00	0.00	0.00	3,150.00
GLENN NESBIT	0.00	-450.00	0.00	0.00	0.00	-450.00
GLOBAL HOIST #3& #4	2,771.82	2,296.00	0.00	0.00	0.00	5,067.82
GREG HOOVER	129.50	889.00	100.00	100.00	0.00	1,218.50
HARVEY SMITH	100.00	0.00	0.00	0.00	0.00	100.00
HEIDI REICHLIN	0.00	400.00	0.00	0.00	0.00	400.00
JAMES SWAIN	0.00	400.00	0.00	0.00	0.00	400.00
JAYDENE STOVER	0.00	385.00	0.00	0.00	0.00	385.00
JEFF HAINES	150.00	150.00	0.00	0.00	0.00	300.00
JEREMY HURST	2,520.00	0.00	0.00	0.00	0.00	2,520.00
JODY A. MAY	170.30	69.27	68.24	362.80	2,520.00	3,190.61
JOE PITT JR	150.00	0.00	0.00	0.00	0.00	150.00
JOHN EVICH	54.96	54.15	53.35	1,890.00	0.00	2,052.46
JOHN GLOVER	385.00	0.00	0.00	0.00	0.00	385.00
JOHN MARTIN	0.00	100.00	0.00	0.00	0.00	100.00
JON JACKSON	150.14	147.93	145.74	143.59	7,905.73	8,493.13
JONATHON BEARDON (BREAKERS)	100.00	0.00	0.00	0.00	0.00	100.00
JONATHON BEARDON (SHADOW)	0.00	0.00	0.00	0.00	-54.00	-54.00
JOSH LEWIS	640.66	527.06	617.79	608.66	6,910.70	9,304.87
JOSHUA FURLONG	139.05	898.47	37.90	860.00	0.00	1,935.42
JULIO PUENTES	100.00	0.00	0.00	0.00	0.00	100.00
KILEY ORTMAN	0.00	500.00	500.00	500.00	1,000.00	2,500.00
KRISTEN WILSON	0.00	400.00	400.00	0.00	0.00	800.00
KURT IVISON	128.00	100.00	100.00	0.00	0.00	328.00
LCZ UNLOADERS HOIST #2	0.00	-5,000.00	0.00	0.00	-9,240.41	-14,240.41
LCZ UNLOADERS HOIST #5	0.00	-5,000.00	0.00	0.00	-7,634.26	-12,634.26
LEROY NOVA	0.00	-385.00	0.00	0.00	0.00	-385.00
LINDA TROTTER	28.83	255.00	0.00	0.00	0.00	283.83
LOREN BROWN	-120.00	0.00	0.00	0.00	0.00	-120.00

Crescent City Harbor District A/R Aging Summary

As of June 10, 2021

	<u>Current</u>	<u>1 - 30</u>	<u>31 - 60</u>	<u>61 - 90</u>	<u>> 90</u>	<u>TOTAL</u>
MARTY LOPEZ	98.84	97.38	95.94	94.53	4,635.00	5,021.69
MATT GERTSCH	0.00	570.00	0.00	0.00	0.00	570.00
MICHAEL KOZAK	0.00	430.00	430.00	430.00	4,720.00	6,010.00
MICHAEL RICKNER	100.00	100.00	100.00	0.00	0.00	300.00
MISTY FONTES	-430.00	0.00	0.00	0.00	0.00	-430.00
MITCHELL CANNOY	0.00	0.00	96.77	0.00	0.00	96.77
MM DIVING, INC	0.00	560.00	0.00	0.00	0.00	560.00
NOR-CAL SEAFOOD HOIST #6	221.85	0.00	0.00	0.00	0.00	221.85
OCEAN GOLD SEAFOODS	30.00	0.00	0.00	0.00	0.00	30.00
PACIFIC CHOICE SEAFOOD	4,200.83	6,997.66	0.00	0.00	0.00	11,198.49
PATRICK GRUELL	0.00	460.00	460.00	460.00	1,010.00	2,390.00
RENEE GAINEY	0.00	385.00	385.00	385.00	3,530.00	4,685.00
RICHARD AXELSON	180.77	177.66	177.25	30.00	0.00	565.68
RICHARD BOLEN	0.00	350.00	350.00	0.00	0.00	700.00
RICHARD NEHMER	60.00	60.00	0.00	0.00	0.00	120.00
ROBERT BURCHELL	30.00	30.00	30.00	0.00	0.00	90.00
ROBERT LESINA	100.00	0.00	0.00	0.00	0.00	100.00
ROBIN LAWSON	0.00	-385.00	0.00	0.00	0.00	-385.00
ROD WOODSON	0.00	986.00	0.00	0.00	0.00	986.00
RON BANKS	0.00	385.00	385.00	0.00	0.00	770.00
RONNIE CARON	0.00	0.00	0.00	0.00	-410.58	-410.58
SAFE COAST SEAFOODS, LLC	4,000.00	0.00	0.00	0.00	0.00	4,000.00
SEAN CAREY	0.00	-770.00	0.00	0.00	0.00	-770.00
SHELBY FELVER	0.00	430.00	0.00	0.00	0.00	430.00
SHELLY COOK	0.00	530.00	530.00	530.00	1,060.00	2,650.00
SOUTH BEND PRODUCTS	2,500.00	0.00	0.00	0.00	0.00	2,500.00
SPIRIT OF '76 INC.	0.00	-300.00	0.00	0.00	0.00	-300.00
STANCO ENTERPRISES	0.00	0.00	0.00	0.00	-1,782.50	-1,782.50
STEVE HUBER	100.00	0.00	0.00	0.00	0.00	100.00
THOMAS D. SHANNON	0.00	400.00	400.00	400.00	2,000.00	3,200.00
TLC INC.	30.00	0.00	0.00	0.00	0.00	30.00
TOM WOOLF	100.00	1,290.00	0.00	0.00	0.00	1,390.00
TROY BARRETT	0.00	200.00	0.00	0.00	0.00	200.00
WES TAYLOR	0.00	300.00	0.00	0.00	0.00	300.00

Crescent City Harbor District
A/R Aging Summary

As of June 10, 2021

	<u>Current</u>	<u>1 - 30</u>	<u>31 - 60</u>	<u>61 - 90</u>	<u>> 90</u>	<u>TOTAL</u>
WHITEWATER INC	75.00	210.00	0.00	0.00	0.00	285.00
WILLIAM SCOTT	0.00	400.00	400.00	400.00	1,200.00	2,400.00
TOTAL	<u>27,586.15</u>	<u>23,245.43</u>	<u>16,611.64</u>	<u>8,615.94</u>	<u>22,489.91</u>	<u>98,549.07</u>



4. Communications and Reports

b. CEO/Harbormaster Reports

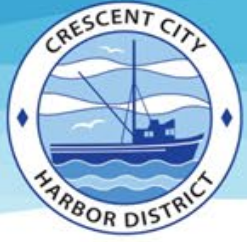
Rich Salvaressa dropped a row of diseased trees near the House of Jambalaya and we accepted a quote from outdoor solutions to have the stumps ground this week to remove any tripping hazards left.

We have had some staff turnover over the last couple weeks at the RV Parks, security, and in the office. We have posted the positions for applications and have a plan to make sure we have coverage while we look for the right personnel. Also the maintenance position has been reposted as the candidate that we were working on bringing in didn't pan out.

Kirkland's team jumped straight into it, beginning work the next days after the PSA was signed. Between Kirkland, our own Maintenance Staff, and a concerted effort by our security staff in conjunction with the Sheriff to have destructive people removed from the property promptly, you can already see the improvements around the harbor.

The first Farmer's Market went very well. There was a bit of wind but there was wind everywhere. I've spoken with Angel about a few adjustments we could make. For the second one of the season we are trying out blocking 5-10 parking spaces at the top of A and B dock for slip renter parking.

Continued on next slide...



4. Communications and Reports

b. CEO/Harbormaster Reports

We now have Crescent City Harbor District shirts, sweatshirts, and pullovers for sale in the gift shop! The gift shop will be open during all office hours and on Saturdays from 9-1. Come get your Harbor gear!

I've reached out to PND engineers again to see if they have a solution or a design change to alleviate our power problems on H dock. They are reviewing our as built diagrams and pictures of the problem to see if there is a product they use or a recommendation for repair and replacement.

Alex has also reached out to PND to discuss the permeable pavement design that he is looking into for the proposed Solar EV charging station along 101. The ideas are flowing and excitement is building!

Public Comment?



4. Communications and Reports

c. Harbor Commissioner Reports

Pursuant to the Brown Act, this item allows the Commissioners to briefly discuss activities engaged in since the previous public meeting.

Commissioner Rick Shepherd

Commissioner Harry Adams

Commissioner Gerhard Weber

Commissioner Wes White, Secretary

Commissioner Brian Stone, President

5. Adjourn to Closed Session

CLOSED SESSION

- a. CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION
(Government Code section 54956.9(d)(4))
Number of Cases: 1

- b. CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION
(Government Code section 54956.9(d)(1))
Crescent City Harbor District v. Dutra et al.
Sacramento Superior Court Case No.: 34-2017-00215044-CU-BC-GDS

6. Adjourn Closed Session

7. Report out of Closed Session



8. ADJOURNMENT

Adjournment of the Board of Harbor Commissioners will be until the next meeting scheduled for Tuesday, July 6 2021, at 2 p.m. PDT. Until the Governor rescinds Executive Order N-29-20, all Harbor Commission meetings will be held via Zoom Web Conferencing. Access code for public participation can be found in the meeting notice posted on the Harbor District website or on the Harbor bulletin board at 101 Citizens Dock Road.

The Crescent City Harbor District complies with the Americans with Disabilities Act. Upon request, this agenda will be made available in appropriate alternative formats to person with disabilities, as required by Section 12132 of the Americans with Disabilities Act of 1990 (42 U.S.C. §12132). Any person with a disability who requires modification in order to participate in a meeting should direct such request to (707) 464-6174 at least 48 hours before the meeting, if possible.

